



Port of Port Fairy Delegated Committee Meeting

Agenda

Date Tuesday 15 February 2022

3.00pm

TBA



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CONFIDENTIAL AGENDA ITEMS

7. Debtors/Finance Report
8. Wharf Restaurant Site

Committee Members

Cr Jim Doukas
Cr Jordan Lockett
Mr Daniel Hoey
Mr Rex Grady
Mr John Sproal
Mr Russell Allardice
Mr Garry Stewart
Mr Peter O'Keeffe

Officers (non-voting attendees)

Ms Edith Farrell – Director Infrastructure and Environment
Mr Robert Gibson – Manager Environment and Regulatory Services
Mr David Mattner – Port Coordinator
Ms Brett Anders – Personal Assistant I & E Directorate (Minutes)

Acknowledgment of Country

The Chair will read the following:

We begin by acknowledging the Traditional Custodians of the land on which we meet today and pay our respects to their Elders past and present. We extend that respect to Aboriginal and Torres Strait Islander peoples here today.

Declarations of Conflict Interest

Reference: Local Government Act 2020 – Sections 130 (1)(a) and 130(2) Disclosure of Conflict of Interest in respect of a matter to be considered at a Council Meeting

A relevant person who has a conflict of interest in respect of a matter must:

- a) disclose the conflict of interest in the manner required by the Council's Governance Rules [Refer to Governance Rules – Division 2 Councillor conflict of interest disclosures] and
- b) exclude themselves from the decision making process in relation to that matter, including any discussion or vote on the matter at any Council meeting or delegated committee, and any action in relation to the matter.

Members of Staff

If a member of Council staff has a conflict of interest in a matter which they are providing advice to Council:

- a) if the advice is included in a report, the report must disclose the conflict of interest
- b) if the officer is speaking in the Council meeting, the officer must disclose the conflict of interest before speaking on the matter.

Confirmation of Minutes

Recommendation

That the Minutes and Confidential Minutes of the previous meeting held on 2 December 2021 be confirmed.

Attachment(s)

Attachment 1 – Minutes of 2 December 2021 PoPF Committee Meeting

Attachment 2 – **Confidential** Minutes of 2 December 2021 PoPF Committee Meeting



Port of Port Fairy Delegated Committee Meeting

Minutes

Date Thursday 2 December 2021

3.00pm

Port Fairy Office

Committee Members in Attendance

Cr Jim Doukas
Cr Jordan Lockett
Mr Rex Grady
Mr John Sproal
Mr Russell Allardice
Mr Garry Stewart
Mr Peter O'Keeffe

Officers (non-voting attendees)

Mr Robert Gibson – Manager Environment and Regulatory Services
Mr David Mattner – Port Coordinator
Ms Brett Anders – Personal Assistant I & E Directorate (Minutes)

Apologies

Mr Daniel Hoey
Ms Edith Farrell – Director Infrastructure and Environment

Acknowledgment of Country

The Chair will read the following:

We begin by acknowledging the Traditional Custodians of the land on which we meet today and pay our respects to their Elders past and present. We extend that respect to Aboriginal and Torres Strait Islander peoples here today.

Declarations of Conflict Interest

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Members of Staff

If a member of Council staff has a conflict of interest in a matter in which they are providing advice to Council:

- a) if the advice is included in a report, the report must disclose the conflict of interest
- b) if the officer is speaking in the Council meeting, the officer must disclose the conflict of interest before speaking on the matter.

Confirmation of Minutes

Mr Sproal moved, Mr Grady seconded that the Minutes and confidential Minutes of the previous meeting held on 8 September 2021 be confirmed.

Carried 7:0

1. Business Arising from Previous Meeting

- Prepare a report on replacing red buoy with a marker and circulate via email to the Board – completed see report below
- Consult with stakeholders on proposed fees and charges strategy – commenced
- Send letter to DoT requesting approval to change use of Bait Shed and cc Board – completed
- Write letter to Powercor regarding faulty lights near boat ramp – completed, note fault has been repaired.
- Obtain advice on whether Council should pay rent to Board for use of Wharf Restaurant site – completed advice is No
- Pursue outstanding debtors – commenced process
- Continue to work towards removal of Mary S from the Port. Owner has contacted David stating she has spoken with the Mayor and awaiting a response. David to email Robert details of phone call so it can be relayed to Cr Doukas for advice/update - ongoing

Discussion on Wharf restaurant site and return from initial investment in construction of the building. A written response be prepared and presented to the next Port of Port Fairy Delegated Committee and circulated to the board prior to the meeting

1a Replacement of Red Buoy with Fixed Marker

Presented to: Port of Port Fairy Delegated Committee

Report Author: Coordinator Port of Port Fairy

Overview: The red buoy in Port Fairy Bay is a port lateral mark for vessels entering and exiting the Moyne River. Currently there is a yearly program to replace hardware and any worn components including black snake mooring lines, heavy duty shackles and swivels. Works can be partially done by Port staff but require professional divers' assistance with tethering.

Despite regular maintenance, the buoy recently broke away from its mooring during a storm event and washed onto East Beach.

Martin Symes (Local Historian) has been contacted and there is no known historic or cultural value of the red buoy.

The buoy is the responsibility of the Port of Port Fairy on behalf of the State.

Mr O'Keeffe moved, Mr Grady seconded that the Port of Port Fairy Delegated Committee endorse the proposed replacement of the red buoy with a permanent marker as part of the 2022-2023 works program and that the existing red buoy be stored in case required in the future if the permanent marker fails.

Carried 7:0

Mr O'Keeffe moved, Mr Grady seconded that reports tabled at the Port of Port Fairy Delegated Committee should be read and any questions from the reports be addressed.

Carried 7:0

Vessel movements included in this report to be continued each meeting.

David to include a report to the next meeting on repairs to the side wall to stop sand coming through.

Chikara Option 1 recommended by Board, to remain in the same place.

Uhuru to be moved by the owners to down the end of the south wharf.

2. Port Quarterly Operations Report

Overview: This report contains information pertaining to the operation and management of the Port of Port Fairy for the period from August 2021 to November 2021.

Mr O’Keeffe moved, Mr Sproals seconded that the Port of Port Fairy Delegated Committee note and receive the Port of Port Fairy Quarterly Operations Report.

Motion carried 7:0

3. Correspondence In/Out

Mr Allardice moved, Mr Sproals seconded that the Port of Port Fairy Delegated Committee note and receive the correspondence in and correspondence out.

Motion carried 7:0

John query if maintenance of bait shed is responsibility of port board, change of use approved by DOT, Council as land manager responsible to manage the asset. Proposal budget bid for next year through tourism department for media centre at bait shed

4. Fee Strategy for Port of Port Fairy

Overview: This report presents the submissions received in response to the Port of Port Fairy Delegated Committee invitation for feedback on its proposal to implement a fee increase strategy for the Port of Port Fairy.

Mr O’Keeffe moved, Mr Stewart seconded that the Port of Port Fairy Delegated Committee:

1. Apply an annual increase to all berthing fees applicable to the Port of Port Fairy by 10% per annum for 10 years commencing 1 July 2022; subject to review in 5 years;
2. Apply a 6% increase to the fee for slipping a vessel greater than 10m on the Port of Port Fairy small slipway in the 2022/23 financial year;
3. Apply a 6% increase to the fee for slipping vessels greater than 20m on the Port of Port Fairy large slipway each year for three years commencing 1 July 2022;

4. Permanent berth holders that are registered as commercial vessels receive a 10% discount excluding itinerate berth holders; and
5. Provide a response to submitters.

Motion carried 7:0

5. Port of Port Fairy Budget Update

Overview: Update of Port of Port Fairy Budget for 2021-2022

Mr O’Keeffe moved, Cr Lockett seconded that the Port of Port Fairy Delegated Committee note and receive the Port of Port Fairy budget update for October 2021

Motion carried 7:0

Heritage boat slipway replacement expenditure supported by the board

Review of fuelling facility service and prices to be presented to the next Port of Port Fairy Delegated Committee meeting, suggestion of a 10c per litre profit added to the cost.

6. General Business

Cr Lockett advised Council has a good appetite for master plan projects following a recent tour of the Port.

Port of Port Fairy Committee members to think about priority projects of the master plan and return to the February meeting with 3 priority projects each.

Next Meeting

Meeting Dates for 2022

Tuesday 22 February 2022 at 3pm

Tuesday 24 May 2022 at 3pm

Tuesday 23 August 2022 at 3pm

Tuesday 22 November 2022 at 3pm

Cr Lockett moved , Mr O’Keeffe seconded that the Port of Port Fairy Delegated Committee meeting be closed to consider confidential agenda items.

Carried 7-0

1. Business Arising from Previous Meeting

- Written response on return from initial investment for construction of Wharf building ATTACHED
- Written response to submitters Port Fees Strategy. ATTACHED
- Review of fuelling facility service and prices PENDING
- Consult with stakeholders on proposed fees and charges strategy COMPLETED
- Budget bid through Tourism Department for media centre at bait shed. COMMENCED
- Pursue outstanding debtors COMMENCED
- Continue to work towards removal of Mary S from the Port. Mrs Rogers has contacted David stating she has spoken with the Mayor and awaiting a response. David to email RG details of phone call so it can be relayed to Cr Doukas for advice/update. ONGOING

2. Port Quarterly Operations Report

Overview: This report contains information pertaining to the operation and management of the Port of Port Fairy for the period from November 2021 to January 2022. This period has been quieter than usual due to continued impacts of COVID

Officers' Recommendation

That the Port Board note and receive the Port of Port Fairy Quarterly Operations Report for the period from November 2021 to January 2022

Pile Restorations

Maintenance Concepts has been engaged to wrap piles following a tender process conducted late last year. The initial tender was to wrap 60 piles however, due the state a further 24 piles, a further quote was obtained to wrap the additional piles. A total of 84 piles will be wrapped using State Government Funding and Port of Port Fairy Wharf maintenance funds as agreed to at the Committee meeting of 2 December 2021. Works are expected to commence February/March 2022 and be completed this financial year.

The additional State funding has brought our works program ahead by at least 5 years and officers are continuing to engage with DoT to ensure Port of Port Fairy is considered should additional funding become available.

SEMP Audit

Brian Eva and Associates has been appointed to undertake an audit of the Port of Port Fairy Safety and Environment Management Plan. The Port Management Act 1995 requires the Port Manager to undertake an audit of the SEMP every three years. The audit is scheduled to commence 16 February 2022 in advance of the 21 March 2022 deadline.

Above Water Asset Assessment

Sureside Consulting has been appointed to undertake an assessment of all the above water assets throughout the port. The assessment is expected to commence in the coming weeks and will involve assessing all components of the jetties and wharves not immersed in water including decking, sub structures, safety elements and lighting. This information will continue to inform the development of an asset management plan for the port.

General Maintenance

Ongoing ground management program over the summer period prior to and during peak holiday periods with mowing, general cleaning and maintenance has kept staff busy.

Public and boating activity was considerably down from previous years.



Dredging

Dredging still proposed to commence between Feb and March this year.

Wharf cleaning

Areas around the Port which build up growth quickly have regular cleaning done with pressure cleaner this includes the fish cleaning areas and boat ramp along with some sections of the wharfs.

Slipways

Slip bookings have been down as a result of staff on leave and COVID restrictions but we still had

11 vessels on the slipways for an average of 3 days each.

Visiting itinerant vessels

Itinerant travel was increased over the Christmas period with 10 vessels berthing in the port for an average stay of 3.6 days.

Incidents

No incidents reported during this period

Vessel movement

Marina

- The berth holder at PFM 2 has cancelled the berth as the vessel has been sold. There is currently space for a small powered craft available.

Alongside

- PFA 18 is temporarily vacant as the berth holder is waiting on a replacement vessel. To support maximum occupancy, a temporary permit has been issued to vessel 'Tasman Bay' while undergoing works over an estimated two month period.

Historic Lifeboat Jetty Access

The Historic Lifeboat Committee met 26 January 2022 and continue to express concern regarding the limited ability to access the floating pontoon near the yacht club for launching and retrieving the historic lifeboat. The committee is now reaching out to Council to advocate for the approximate \$35,000 of funding required to lengthen the jetty.

Historic Lifeboat Slipway

The Historic Lifeboat Committee is fully supportive of replacing the slipway at the historic lifeboat shed. Despite funding and plans now being in place, there remains some concern about the availability of suitable materials and obtaining approval from Heritage Victoria to use more readily available materials. Officers will continue to engage with Marten Syme, Council’s heritage consultants and Heritage Victoria to resolve this matter.

Boat Ramp Cam

Better Boating Victoria (BBV) has met with officers to discuss a proposal to install video cameras at the boat ramp. The cameras will integrate with a phone app where boaties can access vision of the ramp including traffic and parking conditions. The proposal is to fix the cameras to existing light poles within proximity to the ramp. BBV will pay for cost of installation and the port will cover power costs.

Benefits will be video image of the boat ramp and parking, safety notifications, weather and potentially additional cameras linked in showing sea state. The app will also look at trip preparation, and any events in the local area including environmental notifications such as floods



An additional feature of this system will be the ability to identify the number and timing of boat launches.

3. Correspondence In/Out

Recommendation

That the Port Board note and receive the correspondence in and correspondence out.

Attachment(s)

Attachment 1 – Letters of response Submissions Port Fees Strategy

Attachment 2 – Further details requested Port Fees Strategy J Clue

Attachment 3 – Letter of response J Clue

Attachment 4 – Email estimate for repairs to timber piles



16 December 2021

Dear Sir/Madam

Port of Port Fairy Fees

I write in reply to your recent submission to the Port of Port Fairy Delegated Committee regarding the proposal to increase berthing and slipway fees at the Port of Port Fairy.

At its Ordinary Meeting of 2 December 2021, the Committee considered all submissions received and deliberated on the fee proposal. Having taken the points raised in submissions into account, the Committee resolved to recommend to Council that when setting future budgets, Council:

1. *Apply an annual increase to all berthing fees applicable to the Port of Port Fairy by 10% per annum for 10 years commencing 1 July 2022 subject to a five year review;*
2. *Apply a 6% increase to the fee for slipping a vessel greater than 10m on the Port of Port Fairy small slipway in the 2022/23 financial year;*
3. *Apply a 6% increase to the fee for slipping vessels greater than 20m on the Port of Port Fairy large slipway each year for three years commencing 1 July 2022; and*
4. *Permanent berth holders that are registered as commercial vessels receive a 10% discount excluding itinerate berth holders.*

A recurring theme raised in many submissions related to how revenue arising from the lease of The Wharf Restaurant is expended. To clarify this issue:

- 60% of revenue is used to cover costs associated with depreciation and maintenance of the restaurant building
- 30% is contributed towards dredging operations in the Moyne River, and
- 10% goes towards other port precinct projects which in recent times has included:
 - Painting of the Heritage Lifeboat Shed
 - Repairs and painting of Bait Shed



- Installation of Armco barrier and public seating at Martins Point
- Cleaning and maintenance of barbecues

The fee increases will add to funds provided by Council and the Department of Transport and used to help maintain assets and operate the port.

Thank you for lodging your submission with the Committee

Yours sincerely

A handwritten signature in black ink, appearing to read "J. Doukas".

Cr Jim Doukas
Chair Port of Port Fairy Delegated Committee.

Item 3 - Correspondence In/Out
Attachment 2 – Further details requested Port Fees Strategy J Clue

From: J Clue

Sent: Monday, 20 December 2021 11:00 AM

Subject: FW: Proposed Changes to Port of Port Fairy User Fees

Hi Brett

I appreciate the response to my submission that you have provided. However it has not addressed some fundamental questions that I asked other than the Wharf Restaurant. You mention cleaning of the BBQ's, wouldn't that be just a daily activity of the staff. Its not additional work. Painting of the Lifeboat shed, being heritage does the National Trust contribute to that cost and ongoing maintenance. Is there a contribution from the rowing groups etc that benefit from the use of the facility? Does the Government contribute for the use of the wharf for the Rescue boat?

In order to lay an equality position in this matter these questions need to be covered.

I hope that the annual Port users meeting is held shortly as users will have questions that need to be answered. Please advise if a date for a meeting has been set.

Other questions.

What were the assumptions behind an increase in mooring fees of 10% over a 10-year period? When the current CPI rate is around the 3% mark and forecast is to reduce towards 2.5% in the coming year the proposed increase would seem to be over and above the expected increase. If no assumption or commentary has been recorded regarding this it could be taken as Price Gouging with no due diligence being applied.

Are the available moorings and itinerant moorings being utilized to their maximum benefit?

Is the process in collecting short stay mooring fess adequate?

Is the requirement in our mooring agreement that boats be slipped at least once every two years being enforced? This would generate an increase in slip use and fees.

How are the staff costs apportioned between Port work and general Shire work? Observation would indicate that the Port would not require several full-time employees on a full year basis.

What consideration has been made to offset the tourist economic benefit that flows to the town and community from the public use of the wharf.

Your response to the above would be appreciated.

Regards

J Clue



14 January 2022

Mr J Clue

Dear Mr Clue

Port of Port Fairy User Fees

I write in reply to your email dated 20 December 2022 regarding the proposed changes to user fees at the Port of Port Fairy.

Typically, Heritage Victoria does not fund maintenance works to heritage listed items located within the port. This cost is usually covered by the Department of Transport or Council. However, Heritage Victoria provided some of the funding used to restore the historic cannon carriages at Battery Hill.

Emergency Management Victoria funded the security upgrades to the berth where the Marine Rescue Vessel is berthed. However, as it is operated a volunteer organisation that provides marine safety services to the community, the Committee waives berthing fees for this vessel as a contribution to a community service. Casual users of the port do not pay, including users of the boat ramp. As of October 2019, the Government abolished fees at public boat ramps.

Due to uncertainties with COVID, the user forum did not occur in 2021. However, the Committee endeavoured to engage with those most impacted by fees in order to make an informed decision on the matter. The Committee will consider scheduling the user forum in 2022 subject to COVID safety.

Relatively low price increases over an extended period of time has led to the Port of Port Fairy fees being considerably lower than other State Government Local Ports in Victoria. The objective is to establish fees that reflect the average of the other ports. Options to achieve this include higher rates of increase over a shorter period or lower rates of increase over a longer period of time. Ultimately, the Committee settled on a 10 year plan with a review after five years.



For the majority of time all berths are paid for. From time to time there may be brief periods of vacancy between one vessel leaving the port and a replacement vessel arriving. Itinerant berthing fees are collected in accordance with the fees set by Council. Under the berthing terms and conditions all vessels are to be cleaned out of the water every 24 months and this requirement is enforced.

The Port Coordinator and the Port Assistants are employed full time to maintain the port, operate the slipways and deliver the operational and administrative requirements of the Port Management Agreement with the State Government. These employees do not normally undertake duties for Council beyond port related activities. From time to time they may assist with other activities but will be paid using other Council funds not connected to the operation of the port.

It is difficult to account for the economic benefit arising from tourism and the port. However, Council continues to invest in the broader port precinct by providing facilities for visitors and port users.

Thank you for your interest in this matter and I trust this answers your questions.

Yours sincerely

A handwritten signature in black ink, appearing to read "J. Doukas".

Cr Jim Doukas
Chair Port of Port Fairy Delegated Committee

Item 3 - Correspondence In/Out - Attachment 4 - Email estimate repairs timber piles

Sent: Monday, 17 January 2022 11:04 AM

Subject: Port Fairy

Hi Rob,

Hope you are well.

As discussed Maintenance Concepts Pty Ltd would be able to complete an extra 24 repairs on the timber piles that we surveyed late last year.

The price variation for these extra repairs would be estimated at,

\$32,000.00 ex

Look forward to hearing back from you.

Kind Regards.

Stu.



Maintenance Concepts

Stu van Doorn

Managing Director

Maintenance Concepts Pty Ltd

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4. Port of Port Fairy Business Plan 2022

Overview: Presentation of the Port of Port Fairy Business Plan for 2022

Recommendation

That the Port Board note and receive the Port of Port Fairy Business Plan for 2022

Attachment(s)

Attachment – Port of Port Fairy Business Plan 2022



Moyne Shire Council

Port of Port Fairy Business Plan 2022

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1. Executive Summary

Moyne Shire Council has been the appointed Manager of the Port of Port Fairy since 1995. A Management Agreement between the Department of Transport and Council details the management and administration responsibilities of the Port, inclusive of statutory functions as established in the Port Management Act 1995.

The Port of Port Fairy strives to provide well-designed and maintained infrastructure and services in its capacity as a well-recognised and reputable destination for visitors, users and the community.

Key characteristics of the Port of Port Fairy in the future are expected to include a greater focus on the tourism and recreational user markets; an expanding role in ensuring the safety and guidance of all users of the port; improved management of the Port's asset base; and community and government confidence in management accountability and competence.

Projects considered essential to the Port include the following:

- Addressing structural integrity of the Port's training walls;
- Accommodating improved marine rescue services;
- Implementation of the Port of Port Fairy Masterplan
- Continued procurement of dredging services;
- Improved administration systems;
- Long term financial planning;
- Improving safety in usage of slip ways;
- Assessment and upgrade of marine assets
- Improving lighting and closed circuit television to improve safety and security of assets and people;
- Connection of The Wharf (Restaurant and Café / Fish and Chip shop) into the Port stakeholder environment.
- Improved accessibility throughout the Port.

The Port of Port Fairy Business Plan is designed as a working document. It is intended to be reviewed on a regular basis to monitor the Port's objectives, strategies and performance and to set operational targets.

2. Purpose of the Business Plan

Moyne Shire Council is committed to strategic, inclusive and proactive forward planning. Council in conjunction with the Port of Port Fairy Delegated Committee, has developed the Port of Port Fairy Business Plan to provide a base for the Port's policy development, decision-making, commitment and accountability.

The Plan provides direction to not only the Council, the Port and its staff, but also to the community, local service providers, other levels of government and stakeholders. It is intended to provide confidence in how Port management responds to challenges and opportunities, and provides for development beyond 2023.

The Plan represents priorities in moving toward achievement of the Port vision over the next four years, by detailing the medium term direction and outcomes of the Port. It describes the Port's objectives and strategies and guides the development of all future works and operational plans and annual budgets.

The Plan is the primary strategic planning tool that provides overall direction and links to more detailed information, which is contained within other relevant planning documents and Port programs.

Each year, the Port will produce an annual budget that identifies activities and initiatives that contribute towards achieving the strategic outcomes and strategies identified in this Business Plan. Progress against these activities will be detailed in Annual Port Reports, with results, major projects and service highlights reported to the Port Board and Council.

Although the Business Plan describes the strategic direction, the importance of being flexible and adapting to new challenges is recognised.

3. About Moyne Shire

From pastoral land that supports the dairy industry to the stunning coastline, Moyne Shire is a diverse and exciting region.

Moyne Shire Council was created in 1994, as a result of amalgamations conducted by the State Government. The former shires of Belfast, Mortlake, Minhamite and Warrnambool, and the former Borough of Port Fairy, as well as small parts of the shires of Dundas, Hampden and Mount Rouse were all brought together and became Moyne Shire.

Moyne has a total population of 16,693 (Census 2016) residents. Most of the growth within the shire is to the south in the coastal areas, with the entire population growing at approximately 0.5% per annum. Most of the population is dispersed in rural areas across the 5,478km² of the Shire.

Port Fairy has a permanent population of approximately 3,340 people. It is renowned as a high quality tourism destination on Victoria's iconic Great Ocean Road, with significant swells in visitor populations during holiday period. During the internationally renowned Port Fairy Folk Festival weekend, it is estimated that the population increases to 40,000 people.

In the 5 years prior to COVID-19, there has been an average of 237,133 visitors per annum to Port Fairy, with an increase in domestic overnight stays of 2% and 5% growth in international overnight stays:

Visit Type	Ave # of visitors
Domestic Overnight Ave	157,822 (67%) – 474,785 nights
Domestic Day trip Ave	61,729 (26%)
International Overnight Ave	17,581 (7%) – 45,640 nights
Ave Domestic Length of Stay	3 nights
Ave International Length of Stay	2.7 nights

4. Priority Issue 2023

Recent asset assessments and the development of the Port of Port Fairy Masterplan have highlighted the significant work required to maintain assets critical to the ongoing operation of the Port. These include pylons under the jetties, anodes to protect slipways and structural metal work, repairs to the training walls and maintenance of the port depot building.

At current rates of funding, this is forecast to require a 20-30 year work plan by which stage many assets will be at considerable risk of failure. Failed assets will require significant more expense to replace than repairs that will extend the useful life of these assets. It is therefore more cost effective and reduces impact on users if adequate funding is available to maintain assets throughout the port.

5. Subject Area and Assets

The land and waters of the Port of Port Fairy occupy an area defined by the footbridge at the northern end of the Port through to the causeway at the south. The training walls designate the eastern boundary of the Port where it meets Port Fairy Bay.

The area encompasses:

- Berthing and marina areas, wharves, jetties, slip ways and boat ramps that provide access into the Moyne River;
- Areas to support commercial activity including commercial fishing and retail businesses such as The Wharf Restaurant and Café;
- Functional spaces providing for depot services, staff amenities and refuelling facilities;
- Historic assets on the river edge and into Battery Hill, provide maritime conservation and interpretation of Port Fairy's rich maritime history; and
- Assets supporting community use and tourism activation through hike and bike networks and passive open space areas.

The Port also acts as a primary access point to Griffiths Island and the Lighthouse, East Beach (Rogers Place), and Martins Point play space.

See Map 1 for spatial representation of the Port boundaries.

The Port is recognised as iconic within the local tourism industry, with walking tours of the Port noted as a 'must do' experience for all visitors. The Port is frequently the lead image of Port Fairy and Moyne Shire, as it is a picturesque feature of the Moyne River and the adjacent historic assets and surrounds of the Port.

Surrounding development includes residential development, the Port Fairy Police Station, Port Fairy Historical Museum, and a number of short-term accommodation complexes including Southcombe by the Sea Caravan Park.

Map 1 – Port Boundary



Port of Port Fairy Assets

Table 1 Provides a summary of local port facilities maintained within the context of this Business Plan.

Table 1 – Asset List

Fixed Assets	Buildings / Equipment	Floating Plant
<ul style="list-style-type: none"> • Training Walls • Refuelling Jetty • Boat Ramp Jetty North • Small Slipway Jetty • Depot Jetty • Martins Point Jetty & Wharf • Yacht Marina • Haldane's Landing • Newman's Landing • Depot Jetty • North Wharf • King George Square Wharf • South Wharf 	<ul style="list-style-type: none"> • Rocket Shed • Lifeboat Shed • Diesel Tank, Bowser & Pipeline • Port Depot & Office • Depot Site Improvements • Bait Shed • Large slipway winch house • Small Slipway Winch House 	<ul style="list-style-type: none"> • Marvin Workboat • Dredge Pipeline • Work Barge
	<p style="text-align: center;">Navigation Aids</p> <ul style="list-style-type: none"> • Starboard Light Marker • Port Light Marker • Martins Point Light • South Entrance Mole Light • Reef Buoy & Solar Light • North Entrance Mole Light 	<p style="text-align: center;">Slipways</p> <ul style="list-style-type: none"> • Large Slipway, Cradle & Winch • Small Slipway, Cradle & Winch

6. Port Governance and Organisational structure

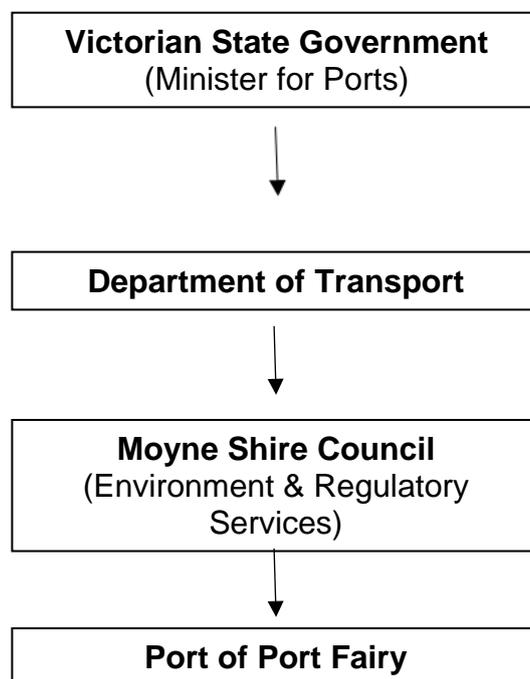
External Organisation Structure

Following privatisation of the commercial Port of Portland in 1995, Moyne Shire Council was appointed as Committee of Management for the Port of Port Fairy.

Since 1999 the State Government has continued to re-appointed Moyne Shire Council as a Committee of Management under the Crown Land (Reserves) Act 1978 and Port Manager under the Port Management Act 1995.

Moyne Shire Council has signed a management agreement that establishes the roles and responsibilities for the management, funding and operation of the Port. Figure 1 represents the external structure of the Port's management.

- **Figure 1 – Port of Port Fairy External Management Structure**



Internal Organisation Structure

Moyne Shire Council governs the local management and operations of the Port of Port Fairy. Council has appointed a Delegated Committee under the Local Government Act 2020, the Port of Port Fairy Delegated Committee, to provide guidance and advice in the ongoing management and development of the Port.

Figure 2 represents the internal structure of the Port as at March 2022.

Committee of Management Moyne Shire Council

Port of Port Fairy Board - Cr. Jim Doukas (Councillor & Chair)
- Cr. Jordan Lockett (Councillor)
- Mr. Garry Stewart (Community Representative)
- Mr. Daniel Hoey (Community Representative)
- Mr. John Sproal (Community Representative)
- Mr. Peter O'Keefe (Community Representative)
- Mr. Rex O'Grady (Community Representative)
- Mr. Russell Allardice (Community Representative)

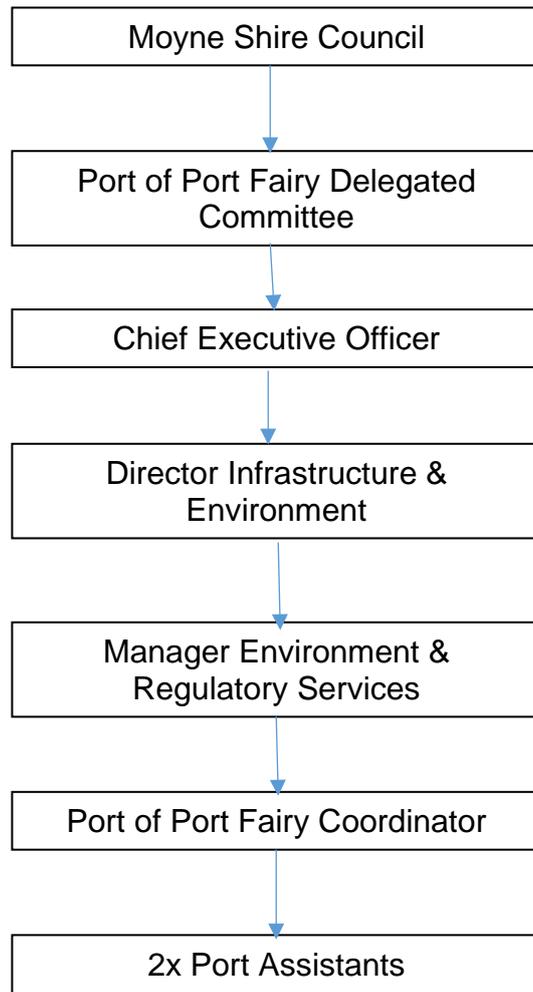
Key Staff Ms.Edith Farrell (Director Infrastructure & Environment)
 Mr. Robert Gibson (Manager Environment & Regulatory Services)
 Mr. David Mattner (Port Coordinator)
 Ms. Brett Anders (Executive Assistant)

Board Meeting Frequency - Every 3 Months

Port of Port Fairy Staff - 3 Fulltime - Port Operations

Financial Services - Moyne Shire Council Finance Department

Figure 2 – Port Organisational Structure



7. Key Services

The following provides a summary of key Port operations and services as delivered by the Port of Port Fairy team.

Strategic Planning

- Preparation of feasibility studies, business plans, annual reports, asset management and infrastructure plans to ensure the sustainable management of Port assets and services,
- Development of operational frameworks for the governance and management of the Port and adjacent precincts including the development of tools and processes to measure performance.
- Best practise approaches to deliver administrative improvements in Port management, including online technologies, fees for access, and lease and licence management.
- Coordinate approaches to secure other government sources of funding to develop and maintain Port services and assets.
- Active development and participation in advocacy initiatives, representing the best interests of the Port and the service sector to other levels of government.
- Design and deliver place based promotional activities to build occupancy of assets and improve visitor amenity to create a sense of pride of place through the appearance and function of the Port.

Stakeholder Management

- Facilitate the engagement and participation of local communities and Port users and stakeholders, through a communication framework that supports participation, asset activation and engagement of communal public spaces.
- Support user access to water and assignment of moorings.
- Issuing relevant permits and licenses.
- Maintain active liaison, reporting and support to stakeholders including:
 - o Department of Transport
 - o Transport Safety Victoria
 - o Department of Environment Land Water and Planning
 - o Heritage Victoria
 - o Berth / Mooring permit holders
 - o Commercial Fishing Enterprises
 - o Port Fairy Yacht Club
 - o Port Fairy Marine Rescue Service
 - o Port Fairy Sea Scouts
 - o Local Port Managers' Network
 - o Victoria Police
 - o Fisheries Victoria
 - o Seafood Industry Victoria
 - o Glenelg-Hopkins Catchment Management Authority
 - o Victorian Marine & Coastal Council
 - o Port Fairy Tourism Inc.
 - o Itinerant traders and vessels

- Conservation and promotion of Port heritage assets and maritime history through interpretive signage and active involvement with Port Fairy Historical Society, Port Fairy Historic Lifeboat Committee, Great Ocean Road Regional Tourism Inc. and Port Fairy Tourism Inc.

Project Management

- Coordinate resources to deliver work programs in accordance with timelines, funding and management agreements.
- Manage multi-disciplinary projects including provision of consultants, project teams and working parties that address the planning of Port facilities and services.
- Develop and implement Port Asset Management Plans and Maintenance Programs.
- Undertake regular inspections of Port assets and recommend works for inclusion in the maintenance programme.
- Manage, monitor, maintain and operate Port of Port Fairy floating plant, navigation aids, buildings / depots, equipment (incl. materials, fuel and stock), and fixed assets identified within the Port precinct.
- Organise and supervise slipways, dredging and mobile crane operations.
- Prepare, monitor and report on annual capital works and operating budgets.

Occupational Health and Safety and Risk Management

- Provide information, instruction, and supervision to employees, volunteers and contractors to enable them to perform works safely and without risk to health.
- Provide information and instruction to users of Port boating facilities.
- Develop policies, procedures, guidelines and safe work practises in consultation with stakeholders.
- Prepare and maintain a Safety and Environment Management Plan within required guidelines and prescribed timeframes.
- Enforce the Port of Port Fairy refuelling and pollution regulations in accordance with Pollution of Waters by Oil and Noxious Substance Act 1986.
- Clean up pollutants in the river or on the riverbank.
- Maintain and replace lifesaving buoys.
- Identify and manage risk in accordance with relevant legislative requirements and accepted organisational practices.

8. SWOT

In considering direction and opportunities for the Port, the following provides a summary of identified Strengths, Weakness, Opportunities and Threats.

Strengths and Weaknesses

Strengths that the Port offers in building success	How the Port can continue to leverage off these strengths
<ul style="list-style-type: none"> The advantage of a safe, sheltered port with excellent sea and land accessibility 	<ul style="list-style-type: none"> Explore opportunities to improve relationship with the Visitor Information Centre and relevant tourism associations to promote advantages of and visitation to the port
<ul style="list-style-type: none"> Experienced long term staff 	<ul style="list-style-type: none"> Continue to build upon positive relationships between staff and community to build trust, image and reputation of the Port
<ul style="list-style-type: none"> A local Port Committee with a range of practical and business skills relevant to the Port 	<ul style="list-style-type: none"> Structure meetings and workshops to leverage skills, creativity and ideas of all members
<ul style="list-style-type: none"> Proximity to healthy fishing grounds 	<ul style="list-style-type: none"> Explore improved marketing and communication mechanisms to promote commercial and recreational fishing from Port Fairy
<ul style="list-style-type: none"> High visitation to precinct with strong passive surveillance of port assets and surrounds 	<ul style="list-style-type: none"> Review CCTV systems to ensure protection and security of assets
<ul style="list-style-type: none"> Diverse income streams supporting financial sustainability 	<ul style="list-style-type: none"> Build upon strengths in staff skill for ancillary business opportunities (i.e. crane services) and commercial tenancy income streams
<ul style="list-style-type: none"> A wealth of history, stories and artefacts maintained within the port precinct 	<ul style="list-style-type: none"> Leverage marketing and tourism opportunities to build on the reputation of the Port as an interesting and engaging destination to experience
<ul style="list-style-type: none"> An engaged community celebrating and practising the art of boat making and maritime history promotion 	<ul style="list-style-type: none"> Engage with local groups and individuals to support promotion and visitor engagement in the Port

Weakness that the Port could address to build success	How the Port can overcome these weaknesses
<ul style="list-style-type: none"> Absence of evidence based policy to guide transparent and consistent decision making 	<ul style="list-style-type: none"> Develop, promote and maintain required policies in delivering port services
<ul style="list-style-type: none"> Absence of clear procedure and process to support staff operations and community use 	<ul style="list-style-type: none"> Develop, train staff and maintain required procedure in delivering Port services
<ul style="list-style-type: none"> Deterioration in asset stewardship 	<ul style="list-style-type: none"> Develop condition audits and improve inspection regimes to improve asset conditions

<ul style="list-style-type: none"> • Short term view on asset management 	<ul style="list-style-type: none"> • Improve asset management planning for proactive maintenance programs, medium term renewal and long term replacement programs
<ul style="list-style-type: none"> • Over holding lease status and some gap in proactive tenant management 	<ul style="list-style-type: none"> • Implement required leases and licenses with improved tenant engagement processes
<ul style="list-style-type: none"> • Improved engagement with state bodies 	<ul style="list-style-type: none"> • Ensure stakeholder partners are aware of current situation and emerging issues for collective and supported responses

Opportunities and Threats

Opportunities that offer potential for growth and success	How the Port can take advantage of these opportunities
<ul style="list-style-type: none"> • Potential for user pays system in all aspects of Port operations 	<ul style="list-style-type: none"> • Initiate and encourage user pays system for Port services where appropriate and practical
<ul style="list-style-type: none"> • Seek further corporate business opportunities 	<ul style="list-style-type: none"> • Review opportunity for increased tourism and visitor economy business
<ul style="list-style-type: none"> • Capitalise on an engaged and committed Port team, seeking to enhance skills and knowledge to grow capacity and performance 	<ul style="list-style-type: none"> • Provide clear and targeted investment into a skilled, motivated, aligned and performing workforce
<ul style="list-style-type: none"> • Explore options for new asset development and existing asset enhancements 	<ul style="list-style-type: none"> • Undertake relevant feasibility of new assets identified in masterplan
<ul style="list-style-type: none"> • Potential for improved tourist amenity 	<ul style="list-style-type: none"> • Explore development of visitor activation planning incl. public art, lighting and signage (directional and interpretive)
<ul style="list-style-type: none"> • Improve relationships with community and stakeholders 	<ul style="list-style-type: none"> • Seek improved feedback and engagement mechanisms by users and stakeholders to ensure improved decision-making and community empowerment
<ul style="list-style-type: none"> • Potential for increasing berthing capacity in some parts of the Port 	<ul style="list-style-type: none"> • Review opportunity to make more efficient use of existing berths to increase capacity

Threats that affect potential for growth and achieving success	What the Port can do to reduce the potential impact of these threats
<ul style="list-style-type: none"> • Unpredictable nature of dredging or other contingencies may create difficulty in managing budget 	<ul style="list-style-type: none"> • Continue to monitor dredging operations to determine efficiencies and improve estimations
<ul style="list-style-type: none"> • Lack of proportional increase in government funding 	<ul style="list-style-type: none"> • Develop new business opportunities, expand revenue base and form robust and innovative business planning to set priorities

	<ul style="list-style-type: none"> Benchmark and review fee structure
<ul style="list-style-type: none"> Deterioration and climate impacts on some assets incl. the training walls may create difficulty in managing budget 	<ul style="list-style-type: none"> Undertake review of integrity of training walls to determine capital works program
<ul style="list-style-type: none"> Increase in efficiencies will result in comparable reductions in budget 	<ul style="list-style-type: none"> Monitoring and reporting to focus on outcomes, levels of service and deliverables rather than spending
<ul style="list-style-type: none"> Need for replacement or major repairs to some assets may be prohibitively expensive 	<ul style="list-style-type: none"> Need to identify risks associated with not replacing assets and develop replacement and maintenance plans
<ul style="list-style-type: none"> Growing interest and community dissatisfaction with lengthening waiting lists for berthing allocations 	<ul style="list-style-type: none"> Review opportunity and cost benefit of evicting non-compliant berth holders to make berths available to others
<ul style="list-style-type: none"> Increased external cost to boat owners (i.e. survey) to prioritise payment to Port for berths 	<ul style="list-style-type: none"> Undertake a fees and charges review, considerate of best value and social impacts of changes
<ul style="list-style-type: none"> Negative interaction between visitors and users with marine wildlife 	<ul style="list-style-type: none"> Seek improved relationship with Fisheries Victoria to manage interactions
<ul style="list-style-type: none"> Dilapidation of some vessels impacting on the general amenity of the Port 	<ul style="list-style-type: none"> Review enforcement options and renewal processes to encourage berth holders compliance and well maintained vessels
<ul style="list-style-type: none"> Potential decrease in commercial fishing industry due to economic and/or environmental conditions 	<ul style="list-style-type: none"> Monitoring of commercial fishing fluctuations and meeting the needs of commercial enterprises Continuing awareness of fish stocks Strategic review of fishing fleet

9. Port Objectives and Strategies

The business characteristics within the mission statement represent specific objectives for the Port of Port Fairy. The strategies developed to attain these objectives are detailed below.

Priority Area 1 - Port Service Delivery
Outcome - Operating with innovation, transparency, accountability and sustainability
Objective 1.1- Build balanced access, use and community trust through responsible governance for long-term sustainability
<p>1.1.1 Practice a strategic evidence based policy approach to guide decision-making.</p> <p>1.1.2 Ensure long term sustainability through responsible financial management.</p> <p>1.1.3 Continually review and improve management systems, structures and processes to ensure they are aligned, efficient and effective.</p> <p>1.1.4 Support transparency through public access to relevant information, decision making and strategic documents.</p>
Objective 1.2 - Provide levels of service that balance user need with organisational capacity
<p>1.2.1 Undertake reviews to determine types and levels of services and assets provided that align with community need and to continuously improve service quality.</p> <p>1.2.2 Implement a strategic evidence based approach for the provision, management and maintenance of assets to ensure sustainable operations and equitable community access.</p> <p>1.2.3 Provide facilities and services in an effective and cost-efficient manner through grant seeking and a range of public and private partnerships.</p> <p>1.2.4 Deliver safety initiatives that address OH&S, risk and crime prevention.</p>
Objective 1.3 - Invest into a skilled, motivated, aligned and performing workforce
<p>1.3.1 Develop the skills and knowledge of employees to grow capacity and optimise performance.</p> <p>1.3.2 Through people leadership, drive accountability of strategic and operational commitments.</p> <p>1.3.3 Generate a culture of learning and development that attracts and retains quality employees and delivers recognition to support innovation and motivate high performance.</p> <p>1.3.4 Promote and support the health and wellbeing of our employees, contractors and volunteers.</p>

<p>Objective 1.4 - Ensure timely compliance with statutory and regulatory obligations</p> <p>1.4.1 Update documents, local laws, practices and tools in accordance with legislation and best practice in delivering Port operations.</p> <p>1.4.2 Implement and monitor regulatory inspections to ensure industry compliance and public health and safety.</p> <p>1.4.3 Ensure procurement processes and external service contracts and projects are managed with probity to comply with legislative requirements and best practice performance standards.</p> <p>1.4.4 Develop and maintain the Port's SEMP and emergency management planning, prevention, response and recovery capacity.</p>
<p>Supporting plans</p> <ul style="list-style-type: none"> • Asset Management Plans • Risk Management Strategy • SEMP • Annual Budget • Marketing and communication plans • Moyne Shire Occupational Health and Safety Management Policy • Municipal Emergency Management Plan • Service Contract Management Plans • Moyne Shire Economic Development Strategy

<p>Priority Area 2 - Service Planning and Development</p>
<p>Outcome - A clear vision to develop and maintain a reputable and sustainable Port</p>
<p>Objective 2.1 - Plan for a well designed and built Port</p> <p>2.1.1 Ensure appropriate land use planning for operational infrastructure and community assets.</p> <p>2.1.2 Create local identity and character through urban design and public art that creates local pride and improves the image and perception of the Port.</p> <p>2.1.3 Collaborate with stakeholders to take advantage of the Port's local distinctiveness through the conservation, protection and enhancement of heritage features and places.</p> <p>2.1.4 Deliver projects to increase knowledge and appreciation of the collective heritage and development of the Port.</p> <p>2.1.5 Continue to review fees and charges and undertake financial planning to ensure best value and achievement of effective and efficient operations</p>
<p>Objective 2.2 - Value and protect the natural environment</p> <p>2.2.1 Minimise waste through reduction, reuse and recycling of waste products.</p> <p>2.2.2 Educate the community about the value of the Port natural environment.</p> <p>2.2.3 Support community involvement in local area conservation and environmental protection projects.</p>

2.2.4 Engage land owners, boat owners and berth holders to improve the productivity and appearance of the Port landscape and waterway to enhance local pride and the reputation of the Port.
<p>Supporting plans</p> <ul style="list-style-type: none"> • Moyne Shire Open Space Plan • Moyne Shire Health and Wellbeing Plan • Moyne Shire Disability Action Plan • Port Fairy Coastal Structure Plan • Moyne Shire Council Capital Works Program • Moyne Shire Waste Program • Moyne Shire Environmental Sustainability Strategy

Priority Area 3- Community Engagement
Outcome - An engaged Port community
Objective 3.1 - Facilitate community engagement in planning and decision-making
<p>3.1.1 Provide community information about Port services and associated activities through a range of communication tools.</p> <p>3.1.2 Implement feedback and engagement processes by users and stakeholders to ensure improved decision-making and community empowerment.</p> <p>3.1.3 Encourage involvement, planning and decision making through the Port of Port Fairy Committee and stakeholder & user forums.</p> <p>3.1.4 Provide the community with balanced and objective information, to assist them in understanding Port direction and decisions.</p> <p>3.1.5 Engage with key state government departments and associated authorities to build awareness and collaboration.</p> <p>3.1.6 Implement proactive tenant engagement processes for lease and license holders.</p> <p>3.1.7 Build on a coordinated approach to securing other sources of funding that will support the Port’s capacity to deliver community infrastructure, planning and development opportunities and programs.</p>
<p>Supporting plans</p> <ul style="list-style-type: none"> • Moyne Shire Community Engagement Guidelines • Moyne Shire Customer Service Charter

Priority Area 4 - Asset Management
Outcome - Port facilities and assets managed at consistently high standards
Objective 4.1 - Build a sense of place through an engaging range of Port facilities and open spaces

<p>4.1.1 Provide community access to services and opportunities for all to recreate and operate business through the provision and maintenance of assets, waterways and open space.</p> <p>4.1.2 Practice a 'place based' management approach to the planning, design, marketing, operation and maintenance of Port functional areas and precincts.</p> <p>4.1.3 Improve gateways and entry points, open spaces and streetscapes to enhance the presentation, local pride and accessible amenity for residents, businesses and visitors.</p> <p>4.1.4 Prepare comprehensive feasibility studies, management plans and infrastructure plans to ensure the future provision of assets in line with community need and organisational capacity to deliver and manage.</p> <p>4.1.5 Deliver asset needs through the capital works program.</p> <p>4.1.6 Maintain asset condition through recurrent inspection and works programs.</p> <p>4.1.7 Provide safe water access through slipway, aid to navigation and dredge management programs and associated reporting</p>

<p>Priority Area 5 - Visitor Amenity and Economy</p>
<p>Outcome – An Active Port</p>
<p>Objective 5.1 - Generate a Port economy that provides opportunities for investment, business and employment</p>
<p>5.1.1 Explore opportunities to improve relationship with the Visitor Information Centre and relevant tourism associations to promote advantages of and visitation to the Port</p> <p>5.1.2 Explore improved marketing and communication mechanisms to promote commercial and recreational fishing to Port Fairy.</p> <p>5.1.3 Support marketing initiatives that generate economic activity, attract visitors and builds the value, identity and reputation of the Port and Port Fairy as a place to visit.</p> <p>5.1.4 Build upon strengths in staff skill for ancillary business opportunities (i.e. crane services) and commercial tenancy income streams.</p> <p>5.1.5 Engage with local heritage and boating groups / clubs and individuals to support promotion and visitor engagement in the Port.</p> <p>5.1.6 Provide support and opportunities for itinerant traders.</p> <p>5.1.7 Explore development of visitor activation planning including public art, lighting and signage (directional and interpretive).</p> <p>5.1.8 Manage The Wharf operators to ensure the promotion and sale of local and fresh produce.</p> <p>5.1.9 Model youth employment initiatives at The Wharf for industry learning, modelling and bench marking.</p>
<p>Supporting plans</p> <ul style="list-style-type: none"> • Moyne Shire Economic Development Strategy • Marketing and communication plans • The Wharf Lease and tender specification

10. 2022/2023 Annual Action Plan

Key actions and activities for the ensuing year are listed in the following table.

Priority Area	Key Actions
Port Service Delivery	<ul style="list-style-type: none"> • Review option for port walking tours in conjunction with the historic lifeboat committee and the Visitor Information Centre. • Implement actions arising from audit of SEMP • Review fees and charges and develop a fees and implement fees and charges strategy.
Service Planning and Development	<ul style="list-style-type: none"> • Develop an Asset Management Plan for the Port of Port Fairy. • Scope implementation of projects identified in Port of Port Fairy Masterplan
Community Engagement	<ul style="list-style-type: none"> • Review annual stakeholder meeting format to be inclusive of safe use around water in conjunction with Marine Safety Victoria.
Asset Management	<ul style="list-style-type: none"> • Review management options for training walls. • Whaler board and bollard replacements. • Review plan and source budget for below water assets pile treatment (pylons) • Maintain jetty & navigational aids • Replace red buoy with a permanent fixed marker • Signage upgrades. • Installation of anodes to submerged metalwork
Visitor Amenity and Economy	<ul style="list-style-type: none"> • Implementation of Port Master Plan. • Contribute to initiatives in the Economic Development Strategy. • Review and develop draft designs for boat ramp parking area • Upgrade parks and gardens – within Port Area

11. Risk Management

A number of risks can significantly affect the Port of Port Fairy. The areas identified and the possible risk management strategies are detailed below.

Possible Business Risk	Impact on Port	Risk Control
Reduction of Government funding	<ul style="list-style-type: none"> • Reduction in overall service and facility provision 	<ul style="list-style-type: none"> • Funding plans are developed and maintained • Maintain relationships with key funding agencies / sponsors. • Maintain an advocacy agenda to influence govt / maintain existing funds. • Maintain contingency plans to manage change if loss of funds occurs.
Dredging becomes financially unviable but the service must continue to be provided	<ul style="list-style-type: none"> • Significant political and financial risk • Public Liability • Significant financial cost (capital and recurrent) to continued exposures 	<ul style="list-style-type: none"> • Establish multiple year dredging contract
Inadequate performance of Port management or staff	<ul style="list-style-type: none"> • Community dissatisfaction with Port operations. • Financial exposure 	<ul style="list-style-type: none"> • Port management and staff subjected to periodical review
Native title claim on a Port area	<ul style="list-style-type: none"> • Unidentifiable but potentially significant 	<ul style="list-style-type: none"> • Not applicable
Unanticipated or unfunded asset replacement required	<ul style="list-style-type: none"> • Major drain on available capital funds resulting in change of priorities • Loss of service provision • Community dissatisfaction 	<ul style="list-style-type: none"> • Perform asset maintenance program • Develop asset replacement program • Identify major future needs
Loss of commercial fishing and other revenue loss	<ul style="list-style-type: none"> • Impact on local economy • Reduction in berthing revenue • No longer a 'working port', loss of vitality of Port • Reduction in tourist trade • Reduction in services the Port can fund 	<ul style="list-style-type: none"> • Maintain close contacts with local fishermen • Monitor attitudes, movements and future directions • Develop alternative sources of funding • Implement 'user pays' for all services

Public liability - slipway, dredging, piers, jetties and cranes	<ul style="list-style-type: none"> • Legal action • Unfavourable publicity 	<ul style="list-style-type: none"> • Need to maintain safety standards diligently • Regular safety inspections • Improved signage • Continuing insurance coverage
Human resources - staff retention	<ul style="list-style-type: none"> • Loss of skills and experience • Loss of identity of the Port 	<ul style="list-style-type: none"> • Monitor staff morale and movements • Develop multi-skilling
Environmental damage	<ul style="list-style-type: none"> • Loss of biodiversity and decline in environmental services in the Port Precinct • Reduction in aesthetic value of Port • Diminished tourism • Rehabilitation costs, unbudgeted expenditure • Unfavourable publicity 	<ul style="list-style-type: none"> • Follow environmental best practice and encourage all Port users to do same • Conduct regular environmental audits to assess the ecological health of the Port area • Act promptly to rectify any apparent deterioration. • Implement disaster recovery plan • Ensure staff adequately trained
Weather damage to assets	<ul style="list-style-type: none"> • Impaired use of assets (eg. damaged navigation aids increase the risk of accidents • Expensive repairs 	<ul style="list-style-type: none"> • Ensure maintenance is adequate to reduce damage to assets • Implement disaster recovery plan • Ensure staff are adequately trained
Injury to public and or staff	<ul style="list-style-type: none"> • Legal action • Unfavourable publicity • Loss / time 	<ul style="list-style-type: none"> • Ensure staff are adequately trained • Ensure adequate training and induction of works procedures • Ensure documented inspections and remedial work programs
Working alone / In isolation	<ul style="list-style-type: none"> • Physical or psychological injuries to staff • Lack of awareness in management and colleagues of incidents occurring onsite 	<ul style="list-style-type: none"> • Develop working alone policy Improve work procedures
Inadequate and insecure cash controls	<ul style="list-style-type: none"> • Loss or theft of income • Physical and / or psychological injury to staff or members of the public 	<ul style="list-style-type: none"> • Review current practise • Develop cash handling policy and procedure

12. Financial Resource Planning

The Port of Port Fairy is funded by Department of Transport and by user fees. The draft operating budget for 2022/23, is detailed below. Any carryover funds from 2021/22 will be allocated to jetty and wharf maintenance.

2022/23 Port of Port Fairy Draft Budget

Account	22/23 Draft Budget
1035 Port of Port Fairy Operations	
1101 Ordinary Pay	0
1103 Overtime Pay	0
1330 Consultants	40,000
1399 External Contractor	0
1440 Registration	2,500
1529 Insurance	6,200
1616 Rates Inc Kerbside Collection	800
2655 Port - Mooring Fees	-120,000
2660 Port - Slipway Fees	-27,000
2846 Government Grants - Operating State Gov	-326,000
	-423,500
1043 Port Management/Supervision	
1101 Ordinary Pay	242,439
1103 Overtime Pay	0
1123 Allowances other	10,000
1125 Annual Leave	23,692
1143 Superannuation - Lasplan	27,267
1145 Workcover Premiums	6,421
1149 LSL Provision	6,653
1315 Legal Fees	5,000
1325 Cleaning Offices	5,100
1515 Bank Charges	600
1530 Consumables	1,000
1535 Computer Costs-Internet	1,000
1549 Minor Equipment Purchases	5,000
1620 Telephone	1,628
1710 Photocopying and Printer Expenses	660
1775 Protective Clothing	1,000
8020 Plant Hire Expense	4,157
8025 IT Support Overhead Expense	5,992
8030 HR/Payroll Support Overhead Expense	16,601
8031 Finance Overhead Expense	14,842
8045 General Office Overhead Expense	14,842
	393,894

1044 Dredging and Channel Maintenance	
1101 Ordinary Pay	0
1103 Overtime Pay	0
1357 Dredging	40,000
1399 External Contractor	8,000
1420 Fuel	2,000
	50,000
1045 Navigational Aids Maintenance	
1101 Ordinary Pay	0
1103 Overtime Pay	0
1399 External Contractor	35,000
1770 Plant and Equipment Maintenance	1,000
	36,000
1049 Wharf Maintenance	
1101 Ordinary Pay	0
1103 Overtime Pay	0
1109 Casual Staff - Ordinary Pay	0
1395 Building Supplies	0
1399 External Contractor	30,000
1605 Electricity	3,799
	33,799
1050 Jetty Maintenance	
1101 Ordinary Pay	0
1109 Casual Staff - Ordinary Pay	0
1395 Building Supplies	0
1399 External Contractor	0
	0
1051 Boat Ramp Maintenance	
1101 Ordinary Pay	0
1103 Overtime Pay	0
	0
1052 Large Slipway Maintenance	
1101 Ordinary Pay	0
1103 Overtime Pay	0
1395 Building Supplies	1,500
1399 External Contractor	3,000
	4,500

1053 Small Slipway Maintenance	
1101 Ordinary Pay	0
1103 Overtime Pay	0
1399 External Contractor	1,500
1705 Operating Expenses	0
	1,500
1054 Large Slipway Operations	
1101 Ordinary Pay	0
1103 Overtime Pay	0
	0
1055 Small Slipway Operations	
1101 Ordinary Pay	0
1103 Overtime Pay	0
1395 Building Supplies	0
	0
1056 Port Parks Maintenance	
1101 Ordinary Pay	0
1399 External Contractor	1,000
1103 Overtime Pay	0
1395 Building Supplies	456
	1,456
1057 Port Garbage and Waste Collection	
1349 Site Maintenance	0
1350 Refuse Collection Contractor	8,500
	8,500
1058 Port Depot Maintenance	
1101 Ordinary Pay	0
1103 Overtime Pay	0
1395 Building Supplies	2,500
1399 External Contractor	0
1530 Consumables	1,000
1605 Electricity	3,745
1615 Water & Sewerage	2,364
	9,609

1059 Port Plant and Equipment Maintenance	
1101 Ordinary Pay	0
1103 Overtime Pay	0
1420 Fuel	3,500
1530 Consumables	1,000
1549 Minor Equipment Purchases	1,000
1770 Plant and Equipment Maintenance	3,000
2870 Reimbursements - Other	0
	8,500
1068 Port Plant and Equipment Purchases	
1101 Ordinary Pay	0
1516 Lease Payments	17,000
1549 Minor Equipment Purchases	0
	17,000
3430 Port - Asset Maintenance	
1399 External Contractor	0
2846 Government Grants - Operating State Gov	-133,758
	-133,758
3917 Port Refuelling Facility	
1101 Ordinary Pay	0
1420 Fuel	90,000
1515 Bank Charges	2,500
2790 Sales Other	-100,000
	-7,500
Net Budget	0

2022-23 Draft Fees and Charges

Mooring Fees (annual and temporary) - Quarterly (incl. extra 1m)		
-	Alongside Berth	\$ 43.00
Marina Pens		
-	Small Berth	\$ 360.00
-	Large Berth	\$ 422.00
<i>NB. Vessels over 60 feet are charged at 125% of normal fees</i>		
Itinerant Moorings		
-	commercial	\$ 44.00
-	yachts	\$ 36.00
Small Slipway Fees - Day Fee by Vessel Length		
<i>Additional day/s at 50% of day rate</i>		
<i>Small Slip - accommodates vessels up to 4 tonne</i>		
-	< 5 metres	\$ 83.00
-	5.5 metres	\$ 91.00
-	6 metres	\$ 99.00
-	6.5 metres	\$ 107.00
-	7 metres	\$ 117.00
-	7.5 metres	\$ 124.00
-	8 metres	\$ 133.00
-	8.5 metres	\$ 141.00
-	9 metres	\$ 149.00
-	9.5 metres	\$ 157.00
-	10 metres	\$ 166.00
-	10.5 metres	\$ 180.00
-	11 metres	\$ 190.00
-	11.5 metres	\$ 198.00
-	12 metres	\$ 207.00
-	12.5 metres	\$ 215.00
-	13 metres	\$ 224.00
-	13.5 metres	\$ 231.00
-	14 metres	\$ 241.00
-	14.5 metres	\$ 249.00
-	15 metres	\$ 258.00
-	15.5 metres	\$ 265.00
-	16 metres	\$ 276.00

Large Slipway - Day Fee by Vessel Length		
<i>Additional day/s at 50% of day rate</i>		
Large Slipway - accommodates vessels up to 40 tonne		
-	< 7 metres	\$ 150.00
-	7.5 metres	\$ 161.00
-	8 metres	\$ 171.00
-	8.5 metres	\$ 182.00
-	9 metres	\$ 193.00
-	9.5 metres	\$ 203.00
-	10 metres	\$ 214.00
-	10.5 metres	\$ 224.00
-	11 metres	\$ 236.00
-	11.5 metres	\$ 246.00
-	12 metres	\$ 257.00
-	12.5 metres	\$ 267.00
-	13 metres	\$ 278.00
-	13.5 metres	\$ 289.00
-	14 metres	\$ 300.00
-	14.5 metres	\$ 357.00
-	15 metres	\$ 369.00
-	15.5 metres	\$ 381.00
-	16 metres	\$ 394.00
-	16.5 metres	\$ 406.00
-	17 metres	\$ 418.00
-	17.5 metres	\$ 430.00
-	18 metres	\$ 443.00
-	18.5 metres	\$ 455.00
-	19 metres	\$ 467.00
-	19.5 metres	\$ 480.00
-	20 metres	\$ 492.00
-	21 metres	\$ 535.00
-	22 metres	\$ 561.00
-	23 metres	\$ 586.00
-	24 metres	\$ 612.00
-	25 metres	\$ 636.00
-	26 metres	\$ 662.00
-	27 metres	\$ 704.00
-	28 metres	\$ 713.00
-	29 metres	\$ 739.00
-	30 metres	\$ 764.00
Crane Hire Per Hour (includes Licensed Operator)		
-	Within Port of Port Fairy	\$ 184.00
-	With spotter	\$ 72.00



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5. Port of Port Fairy Budget Update

Overview: Update of Port of Port Fairy Budget for 2021-2022

Recommendation

That the Port Board note and receive the Port of Port Fairy budget for 2021-2022

Attachment(s)

Attachment – Port of Port Fairy Budget 2021-2022

Moyne Shire Council
Port of Port Fairy Cost Centre
Natural Account Details
For Period January

Natural Account	2021/22 Annual Budget Update	2021/22 YTD Actuals	2021/22 Net Budget
1035 Port of Port Fairy Operations			
1330 Consultants	40,000	0	40,000
1440 Registration	0	2,297	(2,297)
1529 Insurance	6,195	1,964	4,231
1616 Rates Inc Kerbside Collection	0	746	(746)
1910 Bad and Doubtful Debts	15,000	0	15,000
2655 Port - Mooring Fees	(110,000)	(85,932)	(24,068)
2660 Port - Slipway Fees	(26,000)	(18,139)	(7,861)
2665 Port - Leases/Rental	(4,000)	0	(4,000)
2846 Government Grants - Operating State Go	(326,000)	(325,760)	(240)
Total 1035 Port of Port Fairy Operations	(404,805)	(424,824)	20,019
			0
1043 Port Management/Supervision			0
1101 Ordinary Pay	233,859	47,080	186,779
1123 Allowances other	0	4,362	(4,362)
1125 Annual Leave	22,850	11,425	11,425
1127 Sick Leave	0	2,114	(2,114)
1129 Public Holidays	0	4,191	(4,191)
1143 Superannuation - Lasplan	26,337	13,196	13,141
1145 Workcover Premiums	5,066	5,069	(3)
1149 LSL Provision	6,418	3,209	3,209
1161 Training	0	465	(465)
1167 Union/Staff Meetings	0	1,672	(1,672)
1315 Legal Fees	5,000	8,946	(3,946)
1325 Cleaning Offices	5,600	2,780	2,820
1515 Bank Charges	600	316	284
1520 Catering	0	31	(31)
1530 Consumables	1,000	362	638
1535 Computer Costs-Internet	1,000	120	880
1549 Minor Equipment Purchases	5,000	179	4,821
1620 Telephone	1,800	792	1,008
1710 Photocopying and Printer Expenses	0	274	(274)
1775 Protective Clothing	1,000	516	484
8020 Plant Hire Expense	4,036	2,018	2,018
8025 IT Support Overhead Expense	5,818	2,909	2,909
8030 HR/Payroll Support Overhead Expense	16,126	8,063	8,063
8031 Finance Overhead Expense	14,416	7,208	7,208
8045 General Office Overhead Expense	14,327	7,210	7,117
Total 1043 Port Management/Supervision	370,252	134,509	235,744
			0
1044 Dredging and Channel Maintenance			0
1357 Dredging	40,000	0	40,000
1399 External Contractor	10,000	2,445	7,555
1420 Fuel	2,000	0	2,000
1620 Telephone	0	37	(37)
Total 1044 Dredging and Channel Maintenance	52,000	2,482	49,518
			0
1045 Navigational Aids Maintenance			0

1101 Ordinary Pay	0	51	(51)
1399 External Contractor	5,000	6,490	(1,490)
1770 Plant and Equipment Maintenance	500	1,363	(863)
Total 1045 Navigational Aids Maintenance	5,500	7,904	(2,404)
			0
1047 Dredge and Pipeline Maintenance			0
1101 Ordinary Pay	0	1,104	(1,104)
1123 Allowances other	0	41	(41)
Total 1047 Dredge and Pipeline Maintenance	0	1,145	(1,145)
			0
1048 Marina Maintenance			0
1399 External Contractor	25,000	0	25,000
Total 1048 Marina Maintenance	25,000	0	25,000
			0
1049 Wharf Maintenance			0
1101 Ordinary Pay	0	47,087	(47,087)
1123 Allowances other	0	1,505	(1,505)
1395 Building Supplies	0	4,100	(4,100)
1399 External Contractor	25,000	1,200	23,800
1605 Electricity	4,000	2,188	1,812
Total 1049 Wharf Maintenance	29,000	56,079	(27,079)
			0
1050 Jetty Maintenance			0
1101 Ordinary Pay	0	536	(536)
1519 Facilities & Equipment Hire	16,024	0	16,024
Total 1050 Jetty Maintenance	16,024	536	15,488
			0
1052 Lg Slipway Mtce			0
1101 Ordinary Pay	0	1,382	(1,382)
1395 Building Supplies	0	68	(68)
1399 External Contractor	6,000	0	6,000
Total 1052 Lg Slipway Mtce	6,000	1,451	4,549
			0
1053 Sml Slipway Mtce			0
1101 Ordinary Pay	0	473	(473)
1399 External Contractor	4,000	273	3,727
Total 1053 Sml Slipway Mtce	4,000	745	3,255
			0
1054 Lg Slipway Operations			0
1101 Ordinary Pay	0	1,726	(1,726)
Total 1054 Lg Slipway Operations	0	1,726	(1,726)
			0
1055 Sml Slipway Operations			0
1101 Ordinary Pay	0	432	(432)
1395 Building Supplies	0	20	(20)
Total 1055 Sml Slipway Operations	0	452	(452)
			0
1056 Port Parks Maintenance			0
1101 Ordinary Pay	0	8,722	(8,722)
1123 Allowances other	0	325	(325)
1399 External Contractor	1,000	0	1,000
Total 1056 Port Parks Maintenance	1,000	9,047	(8,047)
			0
1057 Port Garbage and Waste Collection			0
1349 Site Maintenance	0	3,976	(3,976)
1399 External Contractor	8,000	0	8,000
Total 1057 Port Garbage and Waste Collection	8,000	3,976	4,024
			0

1058 Port Depot Maintenance			0
1101 Ordinary Pay	0	951	(951)
1395 Building Supplies	2,500	0	2,500
1530 Consumables	1,000	378	622
1605 Electricity	4,400	1,903	2,497
1615 Water & Sewerage	1,400	877	523
1770 Plant and Equipment Maintenance	0	178	(178)
Total 1058 Port Depot Maintenance	9,300	4,287	5,013
			0
1059 Port Plant and Equipment Maintenance			0
1101 Ordinary Pay	0	1,029	(1,029)
1399 External Contractor	0	1,985	(1,985)
1420 Fuel	5,000	1,971	3,029
1440 Registration	0	61	(61)
1445 Servicing	0	4,197	(4,197)
1530 Consumables	1,000	83	917
1549 Minor Equipment Purchases	1,000	210	790
1769 Port Plant & Equipment Purchases	0	245	(245)
1770 Plant and Equipment Maintenance	4,000	617	3,383
Total 1059 Port Plant and Equipment Maintenance	11,000	10,398	602
			0
1068 Port Plant and Equipment Purchases			0
1516 Lease Payments	0	5,853	(5,853)
1769 Port Plant & Equipment Purchases	10,176	0	10,176
Total 1068 Port Plant and Equipment Purchases	10,176	5,853	4,323
			0
3430 Port - Asset Maintenance			0
1399 External Contractor	15,484	150	15,334
1770 Plant and Equipment Maintenance	0	479	(479)
2846 Government Grants - Operating State Gov	(133,758)	(133,998)	240
Total 3430 Port - Asset Maintenance	(118,274)	(133,369)	15,095
			0
3917 Port Refuelling Facility			0
1420 Fuel	80,000	39,653	40,347
1515 Bank Charges	0	1,400	(1,400)
2790 Sales Other	(88,000)	(32,598)	(55,402)
Total 3917 Port Refuelling Facility	(8,000)	8,454	(16,454)
			0
4877 Fuel Bowser Upgrade			0
1101 Ordinary Pay	0	105	(105)
Total 4877 Fuel Bowser Upgrade	0	105	(105)
			0
5140 South Wharf Pile Repairs			0
1399 External Contractor	168,610	0	168,610
Total 5140 South Wharf Pile Repairs	168,610	0	168,610
			0
Grand Total	184,783	(309,041)	493,824

6. General Business

Port of Port Fairy Training wall assessment

Overview: Report on detailed assessment of the seawall training walls, figures provided are an estimate only.

That the Port of Port Fairy Delegated Committee accept this information report.

Background

In 2004 a detailed assessment of the seawall (training walls) was undertaken. The general condition was one of being in a relatively good condition considering they were built over 100 years ago. There is a total wall length of 3,200 metres and present day costs to build would be in the order of \$5-10 million.

There are isolated sections that have failed, have under score and predominantly the area at the junction of lighthouse beach where sand percolates through the rock wall and encroaches the channel.

Current checks with Heritage Victoria show that training walls are under heritage controls. (Attached report)

Any remedial works will need to be undertaken in a sympathetic manner to maintain appearance. Following details are a synopsis of the previous seawall audit.

Options

Under scour

Technique is to replace material in the voids by forced or natural means (Grouting) this can be by drilling holes in wall and pumping grout under pressure to supply a barrier. The unknown with this is the voids and gaps where the product can escape out of the wall. "To prevent this excavation of the footings and putting in a barrier for the full length of the wall which has a high risk of causing additional collapse and cost.

Grouting is a short term fix and not guaranteed to remedy long term structural integrity or prevent further under scour.

Venting with 50mm piping through walls to allow path of water creating an alternative than through rocks. Drilling below the low water mark to insert pipes where water

levels can quickly equalise thereby taking pressure off the hydraulic forces. This reduces the underscore but not for the sand which percolates through the rocks.

Mortar coating from wall surface. Replacing or putting layer of mortar on rock wall face especially at light house beach will require excavation of sand below low water mark and slab sections fitted along with concrete over capping of wall face. Issues with this are this process may induce further under scouring. Aesthetically will lose historical look.

Sand leaching

Sheet pile, (no options given in report by engineer for this process). This option would be specific to junction at Lighthouse beach area and can possibly utilise steel or new Poly / Composite material on the beach side of the wall. This would require engineers report into feasibility and suitability.

Monitoring

Continue with dredging process for removal of sand no change to current procedures, monitor wall condition as we currently do and address any emergency works accordingly.

Financial Implications

Costing based on 2004 report + 10% (figures are minimum as a base reference.)

New bluestone wall replacement	\$1,970- per metre
Sheet pile (cost includes barge for access)	\$1,500- p/m
Mortar replacement (capping only 50mm)	\$160- p/m
Vent drilling	\$380- p/m
Rebuilding existing walls (using existing materials)	\$1,520- p/m

Victorian Heritage Database Report

MOYNE RIVER TRAINING WALLS

PROV H2213 Moyne River Training Walls 4

PROV H2213 training walls plan

Location

MOYNE RIVER PORT FAIRY, Moyne Shire

Municipality

MOYNE SHIRE

Level of significance

Registered

Victorian Heritage Register (VHR) Number

H2213

Heritage Overlay Numbers

HO44

VHR Registration

June 11, 2009

Heritage Listing

Victorian Heritage Register

Statement of Significance

Last updated on -

What is significant?

The Moyne River Training Walls works were undertaken between 1869 and 1874 to make the Moyne River navigable and allow seaborne trade to develop at Port Fairy, in particular to serve demand for shipping wool.

A pier and tramway constructed by 1860 to serve shipping in the Bay was a dismal failure, and a railway link was not achieved until 1890, so Port Fairy was dependent on a navigable Moyne River for its growth. River access for coastal vessels was achieved in 1872, and the first vessels *Elizabeth* and *Rambler* were towed through the entrance by the paddle steamer tug *Surprise*.

The Moyne River Training Walls extend from the pedestrian footbridge at Gipps Street on both sides of the river to the moles projecting into Port Fairy Bay and include walls along the South West Passage.

Basalt was quarried from sites on Griffiths Island, and the battered basalt walls contain and project the river flow into the bay, making use of coastal wave force from the South West passage to project the suspended river silt through the mouth.

The concept was developed by NSW engineer E O Moriarty with later alterations by W H Steel, Inspector-

General, Public Works Department, British harbour engineer Sir John Coode, and E M De Burgh, Chief Engineer for Harbours, NSW. However, the self-flushing action created navigational problems, and the South West passage was sealed off from the river in 1911. Since then regular dredging of the Moyne River has been required in order to maintain navigability.

While the walls permit access from the sea into the river, the structures have led to a significant alteration of the landscape from coastal erosion and sand accumulation, significantly altering the form of Griffiths Island, a sand dune over a basaltic intrusion that protects the entrance of the Moyne River to the sea.

How is it significant?

The Moyne River Training Walls are of historical and scientific (technical) significance to the State of Victoria.

Why is it significant?

The Moyne River Training Walls are historically significant as evidence of Victoria's nineteenth century investment in regional port infrastructure. They are significant for their historical importance to the port of Port Fairy, and the development of Victorian coastal shipping. After efforts to build a pier in the bay were totally disappointed, the opening of the river by the use of the walls to project and contain the river's flow allowed the town to develop as a port that provided important regional trade links until the Second World War.

The Moyne River Training Walls are of scientific (technical) significance as a civil engineering project which sought to use the power of the sea to provide impetus to the river to carry suspended sediment into the bay, beyond the mouth of the river. It is a physical representation of the confidence apparent in a number of nineteenth century plans which assumed that natural forces could be overcome or contained by engineering. It is a rare example of such works surviving in unmodified form, as other Victorian works have been substantially modified to meet commercial requirements.

Permit Exemptions

Regular Site Maintenance:

The following site maintenance works are permit exempt under section 66 of the Heritage Act 1995: Stabilising and rebuilding of the walls is permitted provided bluestone pitchers are individually numbered and rebuilt to the same arrangement.

Port of Port Fairy related operations activities such as training wall repairs, road access, works on navigational aids and regular site maintenance such as lighting repairs provided the works do not involve the removal or destruction of any significant above-ground features or sub-surface archaeological artefacts or deposits; the maintenance of an item to retain its conditions or operation without the removal of or damage to the existing fabric or the introduction of new materials; cleaning including the removal of surface deposits, organic growths, or graffiti by the use of low pressure water and natural detergents and mild brushing and scrubbing, repairs, conservation and maintenance to plaques, memorials, roads and paths, fences and gates and drainage and irrigation: the replacement of existing services such as cabling, plumbing, wiring and fire services that uses existing routes, conduits or voids, and does not involve damage to or the removal of significant fabric.

Coprosma seedlings growing in the gaps in pointing should be removed.

Note: Surface patina which has developed on the fabric may be an important part of the item's significance and if so needs to be preserved during maintenance and cleaning Note: Any new materials used for repair must not exacerbate the decay of existing fabric due to chemical incompatibility, obscure existing fabric or limit access to existing fabric for future maintenance.

Repair must maximise protection and retention of fabric and include the conservation of existing details or elements

Public Safety and Security:

The following public safety and security activities are permit exempt under section 66 of the Heritage Act 1995: public safety and security activities provided the works do not involve the removal or destruction of any significant above-ground structures or sub-surface archaeological artefacts or deposits, the erection of temporary security fencing, scaffolding, hoardings or surveillance

systems to prevent unauthorised access or secure public safety which will not adversely affect significant fabric of the place including archaeological features; development including emergency stabilisation necessary to secure safety where a site feature has been irreparably damaged or destabilised and

represents a safety risk to its users or the public.

Note: Urgent or emergency site works are to be undertaken by an appropriately qualified specialist such as a structural engineer, in consultation with a heritage professional.

General Conditions: 1.

All exempted alterations are to be planned and carried out in a manner which prevents damage to the fabric of the registered place or object.

General conditions: 2.

Should it become apparent during further inspection or the carrying out of works that original or previously hidden or inaccessible details of the place or object are revealed which relate to the significance of the place or object, then the exemption covering such works shall cease and Heritage Victoria shall be notified as soon as possible. Note: All archaeological places have the potential to contain significant sub-surface artefacts and other remains. In most cases it will be necessary to obtain approval from the Executive Director, Heritage Victoria before the undertaking any works that have a significant sub-surface component.

General Conditions: 3.

If there is a conservation policy and plan endorsed by the Executive Director, all works shall be in accordance with it. Note: The existence of a Conservation Management Plan or a Heritage Action Plan endorsed by the Executive Director, Heritage Victoria provides guidance for the management of the heritage values associated with the site. It may not be necessary to obtain a heritage permit for certain works specified in the management plan.

General Conditions: 4.

Nothing in this determination prevents the Executive Director from amending or rescinding all or any of the permit exemptions.

General Conditions: 5.

Nothing in this determination exempts owners or their agents from the responsibility to seek relevant planning or building permits from the responsible authorities where applicable.

Signage and Site

Interpretation : The following Signage and Site Interpretation activities are permit exempt under section 66 of the Heritage Act 1995, a) signage and site interpretation activities provided the works do not involve the removal or destruction of any significant above-ground structures or sub-surface archaeological artefacts or deposits; b) the erection of signage for the purpose of ensuring public safety or to assist in the interpretation of the heritage significance of the place or object and which will not adversely affect significant fabric including landscape or archaeological features of the place or obstruct significant views of and from heritage values or items; c) signage and site interpretation products must be located and be of a suitable size so as not to obscure or damage significant fabric of the place; d) signage and site interpretation products must be able to be later removed without causing damage to the significant fabric of the place; Note: The development of signage and site interpretation products must be consistent in the use of format, text, logos, themes and other display materials.

Note: Where possible, the signage and interpretation material should be consistent with other schemes

developed on similar or associated sites. It may be necessary to consult with land managers and other

stakeholders concerning existing schemes and strategies for signage and site interpretation.

Minor Works : Note: Any Minor Works that in the opinion of the Executive Director will not adversely

affect the heritage significance of the place may be exempt from the permit requirements of the Heritage Act. A person proposing to undertake minor works may submit a proposal to the Executive Director. If the Executive Director is satisfied that the proposed works will not adversely affect the heritage values of the site, the applicant may be exempted from the requirement to obtain a heritage permit. If an applicant is uncertain whether a heritage permit is required, it is recommended that the permits co-ordinator be contacted.

Construction dates 1869,

Heritage Act Categories Registered place,
Hermes Number 23012
Property Number

Assessment Against Criteria

Assessment against criteria

Plaque Citation

Progressively developed over several decades from 1869 to facilitate river access for seaborne trade, the walls are historically significant as an example of Victoria's nineteenth century investment in regional port infrastructure.

Extent of Registration

1. All the training walls as marked L1 and L2 on Diagram Number H2213 held by the Executive Director
 2. All the land contained by walls marked B1 and B2 on Diagram Number H2213, held by the Executive Director, being some of the land described in Crown Allotment 1D Parish of Belfast.
- This place/object may be included in the Victorian Heritage Register pursuant to the Heritage Act 2017. Check the Victorian Heritage Database, selecting 'Heritage Victoria' as the place source. For further details about Heritage Overlay places, contact the relevant local council or go to Planning Schemes*
- Online <http://planningschemes.dpcd.vic.gov.au/>

Port of Port Fairy Priority Projects

Port of Port Fairy Committee members to think about priority projects of the master plan and return to the February meeting with 3 priority projects each.

Next Meeting

Tuesday 24 May 2022