

# AGENDA

**SCHEDULED COUNCIL MEETING  
WARRNAMBOOL CITY COUNCIL  
5:45 PM - MONDAY 8 APRIL 2024**



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## **VENUE:**

Reception Room  
Warrnambool Civic Centre  
25 Liebig Street  
Warrnambool

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## **COUNCILLORS**

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

Copies of the Warrnambool City Council's Agendas & Minutes  
can be obtained online at [www.warrnambool.vic.gov.au](http://www.warrnambool.vic.gov.au)

**Luke Coughlan**  
**ACTING CHIEF EXECUTIVE OFFICER**

## **AUDIO RECORDING OF COUNCIL MEETINGS**

All Open and Special Council Meetings will be audio recorded, with the exception of matters identified as confidential items in the agenda. This includes public participation sections of the meeting. Audio recordings of meetings will be made available for download on the internet via the Council's website by noon the day following the meeting and will be retained and publicly available on the website for 12 months following the meeting date. The recordings will be retained for the term of the current Council, after which time the recordings will be archived and destroyed in accordance with applicable public record standards. By participating in Open and Special Council meetings, individuals consent to the use and disclosure of the information that they share at the meeting (including any personal/sensitive information), for the purposes of Council carrying out its functions.

## **BEHAVIOUR AT COUNCIL MEETINGS**

Thank you all for coming – we really appreciate you being here. These meetings are the place where, we as Councillors, make decisions on a broad range of matters. These can vary greatly in subject, significance and the level of interest or involvement the community has. As part of making these decisions, we are presented with comprehensive information that helps us to form our position – you will find this in the agenda. It should also be remembered that the Council meeting is a “meeting of the Council that is open to the public”, not a “public meeting with the Council.”

Each Council is required to have Governance Rules that pertains to meeting procedures. Warrnambool City Council has followed best practice in this regard and its Governance Rules provides regulations and procedures for the governing and conduct of Council meetings. Copies of the Conduct and Behaviour excerpt from Warrnambool City Council's Governance Rules can be obtained online at [www.warrnambool.vic.gov.au](http://www.warrnambool.vic.gov.au). We thank you in anticipation of your co-operation in this matter.

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**1. OPENING PRAYER & ORIGINAL CUSTODIANS STATEMENT**

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

**Original Custodians Statement**

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

**2. APOLOGIES**

**3. CONFIRMATION OF MINUTES**

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**RECOMMENDATION**

**That the Minutes of the Scheduled Council Meeting held on 4 March 2024, be confirmed.**

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

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

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

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

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

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

**5. MAYORAL PRESENTATION**

**6. PUBLIC QUESTION TIME**

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## **7. REPORTS**

### **7.1. AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION 2024 NATIONAL GENERAL ASSEMBLY MOTION**

**DIRECTORATE** : Executive Services

**PURPOSE:**

***For Council to consider a motion for submission to the Australian Local Government Association 2024 National General Assembly in July 2024.***

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#### **EXECUTIVE SUMMARY**

The Australian Local Government Association National General Assembly will be held in Canberra from 2-4 July 2024. This presents an opportunity for Warrnambool to submit a motion to the National General Assembly for consideration. This would also support Council's role as a regional leader and an advocate for our community's interest.

Issues which Council may submit a motion on are the Regional Airports Funding Program.

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#### **RECOMMENDATION**

**That Council submit the following motion to the July 2024 Australian Local Government Association 2024 National General Assembly:**

**This National General Assembly calls on the Australian Government to reintroduce the Regional Airports Program with at least \$200 million dollars of funding.**

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#### **BACKGROUND**

The Australian Local Government Association National General Assembly (NGA) will be held in Canberra from 2-4 July 2024. The theme of the 2024 National General Assembly is 'Building Community Trust'. Motions can be submitted to the NGA for debate by the Assembly with Motions due by Tuesday 30 April 2024.

By participating in the NGA the Council can contribute to the national debate on matters that require Federal intervention or support that will directly advance Council's Strategic Plan objectives.

Warrnambool, like many regional cities, is home to an airport that services our local community and those from surrounding municipalities. This is a crucial piece of infrastructure that provides connectivity for key industries such as healthcare, education, agriculture, emergency management, and tourism. However, as a tier of government with limited resources it is difficult to fund infrastructure upgrades without the support of the other tiers of government. Council has recently called for a State Government funding program of this nature, and now has the opportunity to call on the Federal Government to provide funding for infrastructure upgrades at airports like Warrnambool's.

#### **ISSUES**

It is proposed that the following motion and rationale be submitted to the Australian Local Government Association 2024 National General Assembly to be debated at the upcoming National General Assembly to be held in Canberra in July 2024:

## **Category**

Roads and Infrastructure

## **Motion Subject**

This National General Assembly calls on the Australian Government to reintroduce the Regional Airports Program with at least \$200 million dollars of funding.

## **National Objective**

As the NGA 2024 Discussion paper states, 'Local government assets make up a significant proportion of the physical structure of local communities and often provide critical access to and support for citizens to engage in state and national assets and opportunities.'

This extends to airports in rural and regional communities, which are often the only effective way for access to education, healthcare, and disaster management support. Infrastructure improvements to regional and rural airports across the nation will not only improve the quality of life for people in those communities by bridging the gap between the regions and metro areas but will boost connectivity for all Australians offering benefit for everyone.

## **Summary of Key Arguments**

Regional airports are valued community assets that are often managed and maintained by local government. They support export-oriented agribusiness, assist in medical evacuation and access to healthcare, support bushfire fighting operations, and are gateways to world-renowned tourist destinations.

However, currently regional communities are under serviced by commercial airlines despite there being an interest in establishing more services. The largest barrier to entry for these airlines is that the infrastructure at regional airports is not at the standard required to operate their services. This exacerbates regional disadvantage by further reducing connectivity and access to essential services such as specialist medical care and education. Local government does not have the financial capacity to fund expensive infrastructure upgrades and need the support of the Federal Government to deliver for our community.

The Federal Government has in the past had a number of funding programs dedicated to regional airport upgrades such as the Regional Airports Program and the Remote Airstrip Upgrade Program. However, these programs have now been expended and there is no funding program specifically dedicated to regional airport upgrades available to Local Government.

Minister the Hon Catherine King MP has indicated a White Paper will be released later in 2024 outlining the future of regional airport funding. This is a positive step but is important that this crucial infrastructure is adequately funded, and a \$200 million commitment to regional airports would represent a doubling of the amount offered in the first iteration of the program.

## **CONCLUSION**

This paper has invited Councillors to consider a potential motion that Warrnambool City Council may put to the upcoming Australian Local Government Association 2024 National General Assembly. It is recommended that submissions are made calling on the Australian Government to reintroduce the Regional Airports Program with at least \$200 million dollars of funding.

## **ATTACHMENTS**

Nil

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## **7.2. COUNCILLORS GIFT POLICY 2024**

### ***DIRECTORATE : Executive Services***

#### **PURPOSE:**

***This report presents an updated Councillors Gifts Policy for the consideration of Council.***

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#### **EXECUTIVE SUMMARY**

The *Local Government Act 2020* (the Act) requires that Council has a Councillors Gift Policy. Minor changes are recommended to the existing policy to remove ambiguity and further improve standards of governance.

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#### **RECOMMENDATION**

##### **That Council:**

- 1. Revoke the Gifts Policy (Councillors) 2020 adopted 6 July 2020.**
  - 2. Adopt the attached Councillors Gift Policy 2024.**
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#### **BACKGROUND**

The *Local Government Act 2020* (the Act) requires that Council has a Councillors Gift Policy. This policy is reviewed within the six months following each Council election but a review has been brought forward to align it with the equivalent policy for staff which is being updated to improve standards and remove ambiguity.

Gifts can pose a significant corruption risk which has been demonstrated by the findings of the Operation Sandon report involving allegations of serious corrupt conduct in relation to planning and property development decisions at the City of Casey council.

The report observed that a number of donations and other gifts or benefits were received but went undeclared and that the provision of donations and other gifts or benefits can create a sense of obligation between the recipient and the donor.

#### **ISSUES**

The current policy is mostly sufficient and only required minor change. The most substantive change is the removal of the ability to accept 'token gifts' of a value of \$100 or less and hospitality of a value of \$50 or less without making a declaration. These gifts can still be accepted when appropriate to do so however they must now be declared. This change creates an obligation that all gifts and benefits must be declared, creating higher levels of transparency and acting as a safeguard against potential improper conduct.

Other changes include:

- Including the requirement from the Act that gifts above \$500 given anonymously cannot be accepted.
- Removed the requirement that a Councillor seeks approval to receive hospitality or accept a gift.
- Correction of some formatting errors and minor grammatical improvements.

## **FINANCIAL IMPACT**

Nil.

## **TIMING**

This is an early review of the policy. Another review will occur within six months of the next Local Government election.

## **COMMUNITY IMPACT / CONSULTATION**

The recommended IAP2 approach is 'inform'.

## **LEGAL RISK / IMPACT**

There are significant corruption and legal risks posed by poorly managed gifts. Maintaining high standards in this space is crucial to ensuring integrity is maintained and the community's expectations of public officials are met.

## **OFFICERS' DECLARATION OF INTEREST**

Nil.

## **COLLABORATIVE PROCUREMENT**

N/A.

## **CONCLUSION**

An updated Councillors Gifts Policy has been developed for the consideration of Council.

## **ATTACHMENTS**

1. Councillors Gifts Policy 2024 [7.2.1 - 7 pages]
2. Councillors Gifts Policy 2024 Tracked Changes [7.2.2 - 11 pages]



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### **7.3. AWARD OF CONTRACT - DATA MIGRATION (COASTAL CONNECT)**

**DIRECTORATE:** Corporate Strategies Coastal Connect

**PURPOSE:**

***The purpose of this report is for Council to award the shared contract for Data Migration services under the South West Council ICT Alliance (SWCICTA) Joint Venture.***

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#### **EXECUTIVE SUMMARY**

Coastal Connect is a joint project between Corangamite Shire, Moyne Shire, and Warrnambool City Council to deliver a common ICT System. The project is funded primarily by State Government's "Regional Councils Transformation Program."

A Joint venture was created between the three councils to oversee the governance and delivery of the project, with Warrnambool City Council acting as the administering council.

A key requirement of the project is to migrate data from the three councils' existing systems into the new environment to allow continued service delivery. A thorough open market procurement process for this deliverable has been undertaken and the tender responses examined by both the Project Control Group (Key Members – the three Directors of Corporate Strategies and Executive Manager) and approved by the Joint Venture Governance Council (Key Members, the three CEOs, the three Directors, and Executive Manager)

The purpose of this report is for Warrnambool City Council to award the contract for Data Migration Services to the preferred supplier on behalf of the Joint Venture as allowed for by the SWCICTA Joint Venture Agreement.

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#### **RECOMMENDATION**

**That Council:**

- 1. Award Contract No. 2024024 Coastal Connect Data Migration Services to Chartertech for the tendered amount of \$386,000 excluding GST on behalf of the SWCICTA for delivery of the Coastal Connect Project. Total Delegated Value - \$404,800 including GST.**
  - 2. Grant authority to the Chief Executive Officer to approve variations of up to the budgeted amount of an additional \$100,000.**
- 

#### **BACKGROUND**

In October 2022, Warrnambool City Council at their 3 October 2022 meeting, accepted the formal Joint Venture Agreement (JVA) for the establishment of the South West Council ICT Alliance. The Councils of Moyne and Corangamite accepted the agreement in a similar timeline. The JVA facilitated the acceptance of funding from Local Government Victoria (LGV) Rural Council Transformation Project (RCTP) for the delivery of a shared Enterprise system for key Council functions across the three Councils.

One of the key drivers for the timing and need for a replacement Enterprise system was the decision from the current provider – Technology One to cease licensing and support for all on premises products. This impacted all three Councils.

The SWCICTA JVA provides for the administering Council, WCC, to make procurement arrangements on behalf of the Joint Venture, with costs recovered from the Project budget or from the three participating Councils.

The Project commenced on 31 March 2023 with the signing of contracts with the Enterprise system vendor – Technology One. The Project has rolled out over the last twelve months with Configuration and Initial Training sessions completed with substantial staff team involvement.

The next stage of the Project is the movement of data from the existing (legacy system/s) to the new (target system). This process is Data Migration and is a key requirement of the Project.

A Presentation covering the Project and its progress was provided by the Executive Manager to the WCC Council briefing on 18 March 2024. The need for the Data Migration work was highlighted during this presentation.

The JVGC have examined the responses received in the Request for Tender process, in accordance with the WCC Procurement processes, against a delivery criteria whose key components were delivery of outcomes, meeting the timelines and the full cost of delivery.

The outcome following this process was the decision that the contract be awarded to Chartertech Pty Ltd.

### **ISSUES**

The Data Migration work requires key specialist knowledge and tools, outside the skill set available within Council's Business as Usual resources. This is managed by the use of an external vendor for the work.

The Coastal Connect Project has a tight timeline with substantial deliverables. This is managed by the use of a vendor that can meet the Project timeline.

The Data Migration work has an established Risk Register which is reviewed by both the PCG (fortnightly) and the JVGC (monthly). A

### **FINANCIAL IMPACT**

The recommended supplier of Chartertech were the leading responses in both meeting the required timelines and were also the lowest priced tender.

There is no impact to WCC in the 2023/24 year. The costs are covered by the Project budget.

There is a cost impact to WCC of \$155,000 in the 2024/25 year with these costs included in the current draft budget which will be submitted for approval in the usual process.

### **LEGISLATION / POLICY / COUNCIL PLAN CONTEXT**

The Coastal Connect Project fits within the Council's strategic and business plans. It particularly supports those items related to digital capacity and digital transformation.

### **TIMING**

The Data Migration work is crucial for the next stage of the Project delivery being User Acceptance Testing (UAT).

The contract with Chartertech Pty Ltd needs to be in place as soon as possible by the end of April 2024 to avoid Project delays which would impact the Funding and Service Agreement with LGV, incur increased costs with both Technology One and Chartertech, and delay deliverables.

The Contract and Statement of Work are ready to commence following approval by Councilors'.

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## **COMMUNITY IMPACT / CONSULTATION**

The delivery of Coastal Connect focuses on the back office functions of the Council. It will improve outcomes in areas that have community contact i.e. Rates and Planning. It also provides the background for future community interactions.

At this stage there is no community impact.

## **LEGAL RISK / IMPACT**

The Contact and Statement of Works have been reviewed by Maddocks solicitors and this advice provided to the JVGC.

The Risk Register is monitored by the PCG and JVGC, with all current risk having mitigation actions in place

## **OFFICERS' DECLARATION OF INTEREST**

The PCG and the JVGC both record any Declarations of Interests or other conflicts at the commencement of their meetings.

There are no Declarations of Interest recorded for this Project, nor specifically for this Procurement.

## **COLLABORATIVE PROCUREMENT**

This Procurement was a collaborative market approach, with WCC as Administering Council on behalf of the three participating Councils.

The collaborative approach was successful with costs being shared leading to a smaller per Council costs contribution.

## **CONCLUSION**

That Council award the contract for the delivery of data migration services to Chartertech on behalf of the SWCICTA for delivery of the Coastal Connect Project.

## **ATTACHMENTS**

Nil

## **7.4. REVIEW OF AGED AND DISABILITY SERVICES**

**DIRECTORATE** : Community Development

### **PURPOSE:**

***This report presents the officers' recommendation on Council's future involvement in the delivery of aged care services based on the independent review of Council's aged and disability services undertaken by Lake Advisory Pty Ltd against the reforms to the Commonwealth Home Support Program (CHSP) proposed by the Federal Government.***

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### **EXECUTIVE SUMMARY**

The Review of Aged and Disability Services Recommendations Report (Report) is an independent review of Council's services against the Federal Government reforms into the Commonwealth Home Support Program.

The attached report is the final report in the Review and, read together with the previous reports, seeks to:

1. Inform the Council on the scope and timing of the Commonwealth Government's aged care policy reforms and the potential for these changes to recast the Council's future role in aged and disability service provision.
2. Enable the Council to decide its future role in aged and disability service provision and confidently and effectively prepare for its future role in aged and disability services,

The Report identifies three possible options for Warrnambool City Council's future role in aged and disability services. This officers' report presents a summary of these three options and a recommendation based on the evidence provided by the review.

#### **Option 1: Remain and Diversify** - Recommended

Council remains involved in, and diversifies the range of, aged and disability service provision enabling residents to continue to live independently at home and in the community. Council would also expand services to enable clients to maintain their independence by providing an easy transition from CHSP to Home Care Packaged services as people age and become increasingly frail.

#### **Option 2: Remain and Stabilise** – An achievable option but not recommended.

Council continues and consolidates its current range of services to meet the future requirements of the 'Support At Home' program.

#### **Option 3: Exit all Services** – Not recommended.

Council exits all aged and disability services either by 30 June 2025 or 30 June 2027.

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## RECOMMENDATION

### That Council:

- 1. Notes the Review of Aged and Disability Services Recommendations Report conclusion that the current suite of aged care services provided by Council are financially sustainable.**
  - 2. Adopts the recommendation from the independent review to continue with the delivery of Commonwealth Home Support Program services and other existing services through Home and Community Care –Program for Younger People and Department of Veteran Affairs and diversify in the future with inclusion of Home Care Packages in the service mix, to improve financial sustainability.**
  - 3. Endorses the implementation of review recommendations to improve service delivery systems and quality assurance to transition the Commonwealth Home Support Program into Support At Home Program from 1 July 2027 onwards.**
  - 4. Directs officers to continuously review changes to the Federal and State Funding and the services to ensure that the services operate in a financially sustainable manner.**
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## BACKGROUND

Warrnambool City Council is the largest provider of in-home aged care and community care services in Warrnambool through the Federal Government funded Commonwealth Home Support Program (CHSP), the Victorian Government funded Home and Community Care Program for Younger People (HACC-PYP), brokered services and services funded through the Department of Veteran Affairs. At any time, between 1,200 to 1,400 residents depend on these services provided by Council. At the time of drafting this report, Council currently has 1,257 clients across its programs. A further 40 clients are scheduled to start receiving services soon.

The Commonwealth's aged care reform agenda, especially since the publication of the Royal Commission into Aged Care Quality and Safety Report 2021, mandates a shift towards more integrated, quality-focused service provision. The new directions required a re-evaluation of Council's role in the aged and disability services sector against the proposed reforms.

### Commissioning of the Independent Review

In response to the reforms proposed by the Federal Government, which are yet to be finalised, Council commissioned this independent review to consider all options, either to continue to deliver all existing services; expand its current suite of services; only maintain some current services while transitioning others to external provider/s; or ceasing the delivery of all services and transitioning services onto external providers in collaboration with the Federal and State Governments.

The independent review commissioned by Council was undertaken by Lake Advisory Pty Ltd and was designed to:

- include extensive engagement with Council staff involved in providing aged and disability services, residents and families that receive services and other key stakeholders, considering the Commonwealth Government's home-based aged care reforms that will commence on 1 July 2025 (rescheduled to 1 July 2027),
- inform Council of the scope and timing of the Commonwealth Government's aged care policy reforms and the potential for these changes to recast Councils' future role in aged and disability service provision.
- enable Council to make a decision regarding its future role in aged and disability service provision and confidently and effectively prepare for its future role in aged and disability services.

This independent review has been presented in consecutive reports summarised as follows:

- *Report 1 – Context Report* described the reforms to the Commonwealth Home Support Program proposed by the Commonwealth Government and the implications for the aged care and disability services sector and for Council. The report, presented to Council on 11 September 2023, also provided a review of service data across community care programs delivered by Council.
- *Report 2 – Progress Report* assessed stakeholder and community engagement, unit costing analysis of all Council programs and a market sounding of not-for-profit and commercial organisations on their capacity to provide services funded under the Commonwealth Home Support Program.
- This report was presented to Council on 29 January 2024.
- *Report 3 – Final ‘Recommendations’ Report* presents:
  - An update on the Commonwealth Government reforms, explaining the additional changes introduced by the Commonwealth Government in December 2023.
  - Three options, pathways and recommendations relating to the future direction of Council’s aged and disability services.
  - An examination of community value, market dynamics, financial analysis, interventions as well as opportunities and risks.
  - This report consolidates the findings presented in report 1 and report 2.

### **Important changes to the Commonwealth Home Support Program**

It is important to note that in December 2023, and after the presentation of the second (Progress) Report of this project, the Commonwealth Government announced additional changes to the proposed ‘Support At Home’ program that will replace the Commonwealth Home Support Program (CHSP). The most important changes include:

- There will be two key transition dates – Home Care Packages on 1 July 2025 and the ‘Support At Home’ program on 1 July 2027.
- Clinical governance requirements are no longer required for CHSP services.

These changes have been considered in the Final Recommendations Report.

## **ISSUES**

### **Independent review findings, evidence and recommendations**

A summary of the key findings and recommendations are provided below.

#### ***Client and community feedback***

Council received around 500 survey responses from clients, client’s family and interested members of the community. The overwhelming feedback was that Council is a highly trusted aged and disability service provider with Council’s CHSP services typically being rated very good or good.

This result provides Council with an excellent platform for enhancing the range of services to include Home Care Packages that enable clients to select the range of services that they need, which is in line with “better client choice” - a key feature of the reforms.

The consistent message from the survey and focus group feedback was that the clients and their families wanted Council to continue to provide a range of aged care and disability services.

### ***Local market capacity and capability***

The conclusion to draw from the market analysis is that there could be potential for market failure if Council were to discontinue and transition out of aged and disability service delivery.

Warrnambool City Council is by far the largest local provider of CHSP services in Warrnambool and surrounds. In 2022-23 Council delivered services totalling 62,052 hours of aged and disability services provision. The market analysis found that there are no local providers that have the capacity to deliver the volume of services provided by Council.

### ***Financial sustainability of the service***

The independent review found that from 2018-2023, Council's aged and disability services have demonstrated notable financial performance improvements. While Council finances were operating on year-on-year deficits from 2018-2022, Council generated an operating surplus from 2022/23 onwards and is demonstrating capacity to continue operating in surplus in the current year and future years.

The financial sustainability of the service associated with each of the options is detailed below.

## **OPTIONS**

The three options, pathways and recommendations relating to the future direction of Council's aged and disability services are summarised below:

### **Option 1: Remain and Diversify**

#### ***Summary description***

Council remains involved in, and diversifies the range of, aged and disability service provision enabling residents to continue to live independently at home and in the community. The expanded services would enable clients to maintain their independence by providing an easy transition from CHSP to Home Care Packaged services as people age.

#### ***How would this option change Council's Aged and Disability Services?***

- Council would continue to provide the current range of aged and disability services including domestic assistance, personal care, respite care, social support, meals on wheels and home modifications through funding provided by the Commonwealth (CHSP) and State (HACC-PYP) governments as the aged population grows and service demand increases.
- Council would also continue to provide services to Department of Veterans Affairs clients and private clients and deliver services for other providers through 'brokerage' arrangements.
- Council would expand the current services by introducing Commonwealth funded Home Care Packages that are designed to more effectively meet the increasing care needs of older people so that they can live independently at home and in the community over an extended period.

#### ***What actions would Council need to take to achieve this outcome?***

Council would need to successfully implement the following set of actions to achieve this outcome and option.

**Action 1:** Negotiate an improved unit costing and increase Commonwealth funding.

Council's current unit costing (framed by the existing Federal funding agreement) is below the average unit costing level applied to services funded by the Federal Government through both the Commonwealth Home Support Program (CHSP) and Home Care Packages (HCP).

**Action 2:** Improve service delivery systems and quality assurance.

Council has the opportunity to seek additional funding from the Federal Government to improve its Information Technology systems and capabilities to create a more responsive and efficient service delivery system and ensure that Council improves its quality assurance processes.

**Action 3:** Invest in staff development and organisational change.

The new 'Support At Home' program and introducing the provision of Home Care Packages will require investment in staff recruitment, training and organisational development. Council's organisational structures and program administration roles can be better aligned and arranged to meet the future requirements of the new 'Support At Home' program and the addition of Home Care Packages. An effective change management program is likely to deliver both improved and more efficient services.

***Financial sustainability of the option***

Council's provision of aged care has been operating on a surplus, is currently financially sustainable and is expected to remain sustainable in the near future. However, long term, there is a financial risk to Council if the services remain in the current form and scope. Council currently provides a range of services at unit prices which are lower than the State and National average. Renegotiation of unit pricing levels with the Federal Government will improve the financial sustainability for Council to continue to provide the services. The addition of Home Care Packages into the service mix is expected to enhance financial sustainability in the longer term. This can be built on the experiences of several Victorian Council providers that have decided to continue to remain in the service, added Home Care Packages to their service mix, and improved the financial sustainability of their services.

***Opportunities and risks for Council in implementing this option***

Opportunities

- Council's standing and reputation as a quality service provider is enhanced.
- Clients benefit from Council's expanded services that enable an easy transition option for clients to move from CHSP funded services to Home Care Packages.
- Council is able to continue to coordinate a range of service interventions:
  - For highly vulnerable aged and disability services clients (that are prone to fall through service gaps)
  - During emergencies when Councils are expected and required to meet the emergency recovery needs of local communities.
- Council continues to benefit from the valuable contribution of Council's volunteers where almost third of Council's 300+ volunteers participate in complementing Council's aged and disability services, particularly meals on wheels.
- The Federal Government's unit costing increases for Council's aged care services and Council being able to attract grant funding to support Council to implement key changes to improve future IT and quality assurance systems.



## Risks

- Council's negotiations with the Commonwealth Government result in little or no increase in CHSP unit costings.
- Council's grant application to the Commonwealth Government for funding to implement key changes to improve future IT and quality assurance requirements is unsuccessful.
- Council fails to implement an effective change management program to prepare and position Council to confidently implement the new 'Support At Home' program and introduce Home Care Packages.
- Council fails to attract and retain new staff to administer and deliver its aged care and disability services.
- Council fails to attract and retain volunteers who play an important role in aged care and disability services.
- Administration and government requirements with the new service delivery model may be burdensome and increase oversight and reporting requirements for Council staff.
- There is significant growth in the private sector market that takes away clients from Council services.
- Financial risk if increased pay conditions are not covered by Federal and State Funding of services.
- Future changes to funding structure could render the service to be financially infeasible.

## **Option 2: Remain and Stabilise**

### ***Summary description***

Council continues and consolidates its current range of services to meet the future requirements of the 'Support At Home' program.

### ***How would this option change Council's Aged and Disability Services?***

Council would focus on continuing to provide the current range of aged and disability services including domestic assistance, personal care, respite care, social support, meals and home modifications through funding provided by the Commonwealth (CHSP) and State (HACC-PYP) governments as the aged population grows and service demand increases. Council would also continue to provide services to Department of Veterans Affairs clients and private clients and deliver services for other providers through 'brokerage' arrangements.

### ***What actions would Council need to take to achieve this outcome?***

Council would need to successfully implement the following set of actions to achieve this outcome and option.

**Action 1:** Negotiate an improved unit costing and increase Commonwealth funding.

Council's current unit costing (framed by the existing Federal funding agreement) is below the average unit costing level applied to services funded by the Federal Government through both the Commonwealth Home Support Program (CHSP) and Home Care Packages (HCP).

**Action 2:** Improve service delivery systems and quality assurance.

Council has the opportunity to seek additional funding from the Federal Government to improve its Information Technology systems and capabilities to create a more responsive and efficient service delivery system and ensure that Council improves its quality assurance processes.

**Action 3:** Invest in staff development and organisational change.

The new 'Support At Home' program in 2027 will require investment in staff recruitment, training and organisational development. Council's organisational structures and program administration roles can be better aligned and arranged to meet the future requirements of the new 'Support At Home' program. An effective change management program is likely to deliver both improved and more efficient services.

***Financial sustainability of the option***

As indicated above, renegotiating Council's current unit pricing is very important given that, in many instances, they are below the Commonwealth unit pricing range.

The financial sustainability of Council's aged care and disability services could present a challenge over time if Council does not expand its services to include provision of Home Care Packages. The experience of several Victorian Councils (and private providers) is that the level of funding accompanying HCP enables providers to achieve a higher level of financial sustainability.

***Opportunities and risks for Council in implementing this option***

Opportunities

- Council's standing and reputation as a quality service provider is enhanced.
- Council is able to continue to coordinate a range of service interventions:
  - For highly vulnerable aged and disability services clients (that are prone to fall through service gaps)
  - During emergencies when Councils are expected and required to meet the emergency recovery needs of local communities.
- Council continues to benefit from the valuable contribution of Council's volunteers where almost third of Council's 300+ volunteers participate in complementing Council's aged and disability services, particularly meals on wheels.
- The Federal Government's unit costing increases for Council's aged care services and Council being able to attract grant funding to support Council to implement key changes to improve future IT and quality assurance systems.

Risks

- Council's negotiations with the Commonwealth Government result in little or no increase in CHSP unit costings.
- Council's grant application to the Commonwealth Government for funding to implement key changes to improve future IT and quality assurance requirements is unsuccessful.
- Council fails to implement an effective change management program to prepare and position Council to confidently implement the new 'Support At Home' program.
- Council fails to attract and retain new staff to administer and deliver its aged care and disability services.
- Council fails to attract and retain volunteers who play an important role in aged care and disability services.
- There is significant growth in the private sector market that takes away clients from Council services.
- Financial risk if increased pay conditions are not covered by Federal and State Funding of services.
- Future changes to funding structure could render the service to be financially infeasible.
- Administration and government requirements with the new service delivery model may be burdensome and increase oversight and reporting requirements for Council staff.

### **Option 3: Exit all Services**

#### ***Summary description***

Council would exit all aged and disability services either at 30 June 2025 or 30 June 2027.

#### ***How would this option change Council's Aged and Disability Services?***

Council would discontinue the full range of aged and disability services including domestic assistance, personal care, respite care, social support, meals on wheels and home modifications through funding provided by the CHSP) and HACC-PYP. Council would also cease providing services to Department of Veterans Affairs clients, private clients and deliver services for other providers through 'brokerage' arrangements.

#### ***What actions would Council need to take to achieve this outcome?***

Council would need to negotiate an exit from all services with the Federal and State Governments.

Council would be required to develop an individual case management report for all current clients as the basis for facilitating the effective transition of clients to a new service provider/s appointed by the Federal Government (CHSP and DVA) and the State Government (HACC-PYP).

Council would also need to sensitively inform and responsibly support clients and their families as they experience the challenges of understanding and responding to the changed service delivery arrangements.

This option would be in direct contrast to the client feedback received through the survey as the message from the survey feedback was the clients and their families wanted Council to continue to provide a range of aged care and disability services.

#### ***Financial sustainability of the option***

This option presents several significant financial challenges for Council.

Exit from Council's aged and disability services would result in redundancy payments that can have multiyear impacts on Council finances. Council would also need to consider the financial implications of losing the corporate overheads contribution from the service. Costs for provision of universal services may still need to be borne by Council in the future.

#### ***Opportunities and risks for Council in implementing this option***

##### Opportunities

- Council reduces the range of service provision.
- Reduction in administrative burden to Council.
- Opportunity for the private and not-for-profit sector to grow.

##### Risks

- The market analysis indicated that local providers had little or no capacity to meet increased demand from CHSP clients. Given the comparative size of Council's share of the CHSP service market, there is a potential for market failure.
- Council is likely to experience a significant negative client and community reaction impacting on its standing and reputation.
- Council relationships with key community organisations may be impacted.

- Council may experience a backlash from volunteers (where around a third play a regular and important role in complementing Council’s aged and disability services) who may decide to discontinue their Council / community involvement.
- Staff involved in administering and delivering aged and disability services are likely to respond in a negative manner. This may impact on the morale and motivation of the broader cohort of Council staff. It may also result in staffing level and service disruptions as maintaining staffing motivation and service levels may become problematic, particularly during transition.
- There is some compelling evidence that a considerable proportion of staff involved in Council managed aged care and disability decide to discontinue their involvement in this field. This is likely to be a contributing factor adding to the burden of a potential market failure.
- Council may find that it is expected or required to continue to meet the needs of aged and disability services clients during emergency events.
- Council may still be required to provide social support programs that are no longer attracting CHSP funding.

**OPTIONS ANALYSIS**

The independent review report of Council’s aged and disability services notes the following:

- The aged and disability services provided by Council are financially sustainable in its current form. The addition of Home Care Packages to the service mix is likely to improve financial sustainability.
- Continuation of the provision of aged and disability services requires some investments to improve quality assurance systems, IT interfaces and a realignment of the organisational structure to meet the requirements of the new “Support at Home” program.
- The aged and disability services provided by Council are highly valued by the community.
- Council’s decision to exit is likely to create a market failure due to the lack of capacity and capability of the local market players to cater to the volume of services provided by Council.
- Council’s decision to exit can encumber Council with significant financial challenges in the future.

The key highlights of the options analysis are presented in the table below:

	<b>Options Analysis</b>			
	Option 1 – Remain and Diversify	Option 2 – Remain and Stabalise	Option 3 – Exit all Services (June 2027)	Option 3 – Exit all Services (June 2025)
Services are guaranteed in the community	✓	✓	✗	✗
WWC is able to achieve Financial Sustainability	✓	✓	✗	✗
Council receives an overhead contribution	✓	✓	✗	✗
Internal training and skills uplift required	✓	✓	✓	✗
IT Systems require review and uplift	✓	✓	✗	✗
Additional resources required to manage transition	✓	✓	✓	✓
Risk – Client/resident requirements exceed operational capacity	✓	✗	✓	✓
The market is well prepared to meet existing growth in demand	✓	✗	✗	✗

## **FINANCIAL IMPACT**

The financial aspect of the independent review has determined that the current aged and disability services provided by Council are sustainable and tracking positively to generate surplus. Further revision of unit prices is expected to enhance financial sustainability. Addition of the Home Care Packages into the service mix has the potential to ensure long-term financial sustainability. A decision to exit all services will have immediate negative financial impacts that could affect Council finances into the future.

The independent financial analysis points Council to the following findings:-

- Council has a financial management system that provides sound inputs to understand the overarching position of each of the service areas and a clear methodology to account for indirect Corporate Overheads.
- While the entire CHSP is currently financially viable, there are some program areas that generate a surplus and these underpin the operations of other services that make a loss.

The Federal and State Government funded programs are interdependently delivered by council as staff work across programs and contributions are made to corporate overheads including towards the proportion of Archie Graham used for staff offices. Officers will continue to review the service provision, financial performance for the services and State and Federal Government funding to improve financial performance of all programs.

Further revision of unit prices is expected to enhance financial sustainability.

Addition of the Home Care Packages into the service mix has the potential to ensure long-term financial sustainability.

The payment in arrears model will come into effect with the introduction of Home Care Packages. This will require Council to cover costs upfront before claiming for cost recovery which will require change in financial management practices and could place some financial burden on Council.

A decision to exit all services will have immediate negative financial impacts that could affect Council finances into the future.

## **LEGISLATION / POLICY / COUNCIL PLAN CONTEXT**

### **1 A healthy community**

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

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

### **5 An effective Council**

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

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

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

## **TIMING**

The decision of Council will be communicated to the wider community immediately. Federal and State Governments will also be informed of the Council decision and appropriate provisions made within the first week of decision of Council.

## **COMMUNITY IMPACT / CONSULTATION**

The independent review undertaken by Lake Advisory Pty Ltd analysed survey responses from 448 clients and community members, and conducted focus groups with over 150 clients, community members, volunteers and staff, between August and November 2023, that revealed three key findings:

- Overwhelming satisfaction with Council's current services.
- Significant apprehension from staff, clients, carers and the community about the impact of the Commonwealth reforms on local service delivery, with fears of reduced support or changes in service providers.
- Clients expressed a strong desire for more information and transparency from the Council regarding future changes, emphasising the importance of local knowledge and support in service delivery.

The client and community engagement highlighted that:

- There was a significant survey uptake by clients and community, with 448 respondents (primarily clients) completing the survey.
- Aged and disability services are essential to support the community, and that Council's services provide the community the trust and confidence they need to continue to live at home independently.
- Warrnambool City Council is unique in that it provides a high number of social support services as part of its Commonwealth Home Support Programme (CHSP) offering with survey and focus group responses underlining that these services are essential to reducing isolation and improving health outcomes.
- The Archie Graham Centre is a key community meeting place which provides both formal and informal supports.

Lake Advisory completed an assessment of the local market and complemented this with an analysis of some regional service providers and a sample of Victorian Councils that have maintained an involvement in CHSP or CHSP and Home Care Packages. Communication also occurred with neighbouring Councils completing independent aged care service reviews.

Lake Advisory consulted with Commonwealth and State Government representatives regarding the proposed reforms and the implications for Warrnambool City Council's services.

The Progress Report includes information from the Municipal Association of Victoria on the status of CHSP funded services provided by Victorian Councils as well as information from seven Victorian Councils that have resolved to continue or that are in the process of reviewing their future role in providing aged care services.

Internally, all Home Care Support staff have been engaged in the process of the review. Lake Advisory report that the staff engagement highlights concern about job security and the readiness of current operational structures for upcoming reforms, especially in aged and disability services.

## LEGAL RISK / IMPACT

The independent review report of Council's aged and disability services notes a number of risks for each of the options. In addition there are the following impacts to Council:

- Continuation of the provision of aged and disability services requires some investments to improve quality assurance systems, IT interfaces and a realignment of the organisational structure to meet the requirements of the new "Support at Home" program. Government funding is likely to be available for this.
- The aged and disability services provided by Council are highly valued by the community and exiting the service will have an impact on Council.
- Council's decision to exit is likely to create a market failure due to the lack of capacity and capability of the local market players to cater to the volume of services provided by Council.
- Financial feasibility of Council's engagement in provision of services in the future is dependent on the review of unit prices.
- Administration and government requirements with the new service delivery model may be burdensome and increase oversight and reporting requirements for Council staff
- Even though the Council services are financially feasible currently, changes to government funding structures can impact on the financial feasibility in the future.
- On 15 March 2024, the Fair Work Commission announced wage increases for aged-care workers. This will not have any impact on Council because Council's wage rates are determined by the Enterprise Bargaining Agreement. Council's existing wage rates are higher than what the wage rates will be for workers based on the Fair Work Commission announcements.

## OFFICERS' DECLARATION OF INTEREST

There are no conflicts of interest.

## COLLABORATIVE PROCUREMENT

Warrnambool City Council collaborated with Colac Otway Shire Council in procuring a company to undertake the independent review of the respective Councils aged care and disability services. This collaborative procurement yielded a highly competitive response from very experienced tenderers.

It is important to note that while separate independent reviews were undertaken by Lake Advisory Pty Ltd, the collaboration has generated positive benefits and learning for both Warrnambool City Council and Colac Otway Shire Council.

## CONCLUSION

The independent review undertaken by Lake Advisory Pty Ltd presents three options that have distinct opportunities, risks and financial implications.

**The recommended option to Remain and Diversify services (Option 1)** requires investment to consolidate and expand service provision, results in improved services for clients as they age and offers long-term sustainability.

**The alternate option to Remain and Stabilise services (Option 2)** also requires investment to consolidate current services and in the short term provides an easier pathway. This option presents greater challenges for Council to achieve financial sustainability in the medium to long term.

**Option 3 to Exit All Services is not recommended** given the impact on community service availability and Council reputation. This option presents significant financial challenges resulting from staff redundancies.

It also does not solve the challenge of universal aged and disability support services in the community and the lack of direct funding available for social support related activities if Council were to consider this option.

**ATTACHMENTS**

1. Review of Aged and Disability Services Recommendations Report [Confidential under separate cover – 68 pages]



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## **7.5. CCTV SYSTEMS - STEERING COMMITTEE MINUTES, EVALUATION REPORT & POLICY REVIEW MARCH 2024**

**DIRECTORATE** : City Infrastructure.

**PURPOSE:**

*Provide Council with the minutes from the CCTV Steering Committee meeting and 2023 CCTV Evaluation Report for information. To adopt overarching CCTV Policy post review due March 2024. The Policy provides direction and guidance on Council's management and use of CCTV systems in public places and matters associated with the implementation of the management arrangements.*

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**EXECUTIVE SUMMARY**

- CCTV Steering Committee meeting held 19 February 2024. The minutes are presented as a true and correct record. **Attachment 1.**
- As the Annual CCTV Evaluation Report has been presented to the CCTV Steering Committee on 19 February 2024, the report is to be presented to Council and agreed to be published on Council's website. The report will also be presented to the Audit and Risk Committee in May. **Attachment 2.**
- The CCTV Policy that was previously adopted on 1 March 2021 was due for review on 1 March 2024. The Policy has been reviewed internally with minor changes to titles and references. **Attachment 3.**
- The CCTV Policy update was presented to the CCTV Steering Committee on 19 February and the changes were endorsed by the Committee. Following endorsement, it is recommended that the changes be approved by Council.

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**RECOMMENDATION**

1. **CCTV Steering Committee meeting minutes from 19 February 2024 provided for Information of Council.**
  2. **That Council note the Annual CCTV Evaluation Report 2023 and agree for the report to be published on Council's website.**
  3. **That Council adopts the reviewed CCTV Policy.**
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**BACKGROUND**

The CCTV Steering Committee met on 19 February 2024, and the minutes from the meeting have been provided for information as required by the Terms of Reference.

Also reviewed at the 19 February meeting was the annual evaluation report, and the reviewed CCTV Systems Policy was tabled and endorsed by the committee.

The evaluation report provides commentary on the program, its effectiveness as a deterrent and as a tool to assist with prosecutions or apprehending offenders. It also contains information on the acceptance of CCTV within precincts of Warrnambool, via a survey of the general public. The feedback of the survey was generally supportive of the network and very positive feedback has been provided by Victoria Police.

The review of the policy document required very minor alterations consisting of title changes and a change in the name of the responsible department of Council. There were no changes to the policy document's intent.

Items of interest raised in the meeting include issues of property damage at the breakwater area and the request for CCTV in the area, issues pertaining to inappropriate behavior in the central section of Lava Street and desire to have the area monitored by CCTV. These issues are being further investigated as priority areas and for the suitability as future locations should funding become available.

The signage that is located at the various camera locations has been audited also and will be upgraded at several sites to ensure it complies with the regulations surrounding the installation of cameras.

## **ISSUES**

The Closed-Circuit TV (CCTV) Policy remains current and relevant to how Warrnambool City Council manages CCTV projects and complies with the regulations associated with its use.

There are no identified issues in the approval for the minor changes as proposed to the Closed-Circuit TV (CCTV) Policy and extending the review period for another three (3) years.

A Gender Impact Assessment has been completed with consideration to gender and culture. The overall gender impact assessment is considered to be positive, as the approval of the CCTV Policy does not largely impact any person regardless of gender, culture, age or other factors.

## **FINANCIAL IMPACT**

As the revised policy remains largely unchanged there is no change in the financial impact associated with the management of CCTV Systems.

## **LEGISLATION / POLICY / COUNCIL PLAN CONTEXT**

### **5 An effective Council**

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

## **TIMING**

The revised policy will come into effect immediately following the approval by Council.

## **COMMUNITY IMPACT / CONSULTATION**

The Closed-Circuit TV (CCTV) Policy was released for public consultation from 14 December 2020 to 22 January 2021 with only one submission received.

The Policy was adopted on 1 March 2021 and was due for review on 1 March 2024. The review of the Policy only resulted in minor changes to title and references and does not require to be released again for public consultation.

## **LEGAL RISK / IMPACT**

Council will continue to operate under the current Policy until the document is presented and approved by Council.

## **OFFICERS' DECLARATION OF INTEREST**

No officer declared an interest during the review of the Closed-Circuit TV (CCTV) Policy or the preparation of the CCTV Evaluation Report.

## **COLLABORATIVE PROCUREMENT**

Not applicable.

## **CONCLUSION**

The minutes are presented as a true and correct record of the CCTV Steering Committee meeting held on 19 February 2024.

## **ATTACHMENTS**

1. Attachment 1\_Monday 19 February 2024 \_ CCTV Steering Committee Meeting Minutes [7.5.1 - 4 pages]
2. Attachment 2\_Annual CCTV Evaluation Report 2023 [7.5.2 - 12 pages]
3. Attachment 3\_Closed Circuit TV CCTV Policy Review 2024 [7.5.3 - 10 pages]

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## **7.6. ADVISORY COMMITTEE REPORTS**

### **PURPOSE**

***This report contains the records of Advisory Committee/Reference Group meetings.***

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### **REPORT**

1. Airport Reference Group meeting – 12 February 2024 – refer **Attachment 1**.
2. Planning Advisory Committee meeting – 29 February 2024 – refer **Attachment 2**.
3. Economic Development Advisory Committee meeting – 8 March 2024 – refer **Attachment 3**.

### **ATTACHMENTS**

1. Minutes WARG 12 February 2024 [**7.6.1** - 7 pages]
  2. Planning Advisory Committee Minutes 28 Feb 2024 [**7.6.2** - 4 pages]
  3. Economic Development & Tourism Advisory Committee Minutes - 8 March 2024 [**7.6.3** - 7 pages]
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### **RECOMMENDATION**

**That the records of the following meetings be received:-**

1. **Airport Reference Group meeting – 12 February 2024.**
  2. **Planning Advisory Committee meeting – 29 February 2024.**
  3. **Economic Development Advisory Committee meeting – 8 March 2024.**
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## **7.7. INFORMAL MEETINGS OF COUNCIL REPORTS**

### **PURPOSE**

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

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### **BACKGROUND INFORMATION**

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

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

### **REPORT**

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

Tuesday 12 March 2024 – refer **Attachment 1**.

Monday 18 March 2024 – refer **Attachment 2**.

Monday 25 March 2025 – Refer **Attachment 3**.

### **ATTACHMENTS**

1. Assembly of Councillors Record 12 March 2024 [**7.7.1** - 1 page]
2. Assembly of Councillors Record 18 March 2024 [**7.7.2** - 1 page]
3. Assembly of Councillors Record 25 March 2024 [**7.7.3** - 2 pages]

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### **RECOMMENDATION**

**That the record of the Informal Meetings of Council held on 12, 18 and 25 March 2025 be received.**

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## **7.8. MAYORAL & CHIEF EXECUTIVE OFFICER COUNCIL ACTIVITIES - SUMMARY REPORT**

### **PURPOSE**

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

### **REPORT**

<b>Date</b>	<b>Location</b>	<b>Function</b>
2 March 2024	Warrnambool	Mayor – Attended the finish of the Big Ride for a Big Life bike ride from Melbourne to Warrnambool.
5 March 2024	Warrnambool	Mayor – Attended the Student Leaders Congress. Mayor – Attended the South West TAFE Student Graduation & Awards Ceremony.
6 March 2024	Portland	Mayor, Deputy Mayor and Cr Akoch – Attended the offshore wind farm announcement by Minister for Climate Change & Energy, Chris Bowen.
8 March 2024	Warrnambool	Deputy Mayor – Attended the official opening of the Victorian Junior Life Saving Championships.
11 March 2024	Warrnambool	Cr Paspaliaris – Attended the Warrnambool Lawn Tennis Men’s & Women’s finals presentations.
13 March 2024	Warrnambool	Mayor- Hosted a Civic Reception to recognise International Women’s Day.
14 March 2024	Warrnambool Warrnambool	Mayor – Welcomed 17 Japanese students to Warrnambool from Shibuya, Tokyo being hosted by Kings College. Chief Executive Officer – Delivered the Occasional Address at the Deakin University Graduation ceremony.
15 March 2024	Colac Warrnambool	Mayor and Chief Executive Officer – Attended the Great Ocean Road Coast & Parks Authority Local Government forum. Mayor – Attended the official opening of the Warrnambool & District Arts Festival.
16 March 2024	Warrnambool	Mayor – Attended the official opening of the Dragon Boat storage shed on the Hopkins River.
20 March 2024	Warrnambool	Cr Taylor – Attended the South West Sports Awards presentations.
20-21 March 2024	Melbourne	Mayor, Crs. Paspaliaris, Ziegeler, Akoch and senior Council officers met with various State Government Ministers advocating on behalf of Council.
21 March 2024	Port Fairy	Mayor – Attended the Ideas Place Round 2 Pitch night.

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22 March 2024	Warrnambool	Mayor – Attended the Warrnambool Racing Club Hall of Fame Induction and May Racing Carnival Launch.
23 March 2024	Warrnambool	Mayor – Attended the opening of the Rotary District 9810 conference. Mayor – Attended the new Hockey pitch opening. Mayor – Attended the unveiling of the grave headstone to Scottish pioneer Neil Campbell at Warrnambool Cemetery.
2 April 2024	Sydney	Mayor and Acting Chief Executive Officer – Met with Minister for Climate Change & Energy, Chris Bowen MP.
5 April 2024	Warrnambool	Mayor – Met with Food & Fibre Great South Coast.
6 April 2024	Warrnambool	Mayor – Attended the Hammonds Paint 150 years in business celebration.

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**RECOMMENDATION**

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

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**8. NOTICE OF MOTION**

No Notices of Motion have been received.

**9. GENERAL BUSINESS**

**10. URGENT BUSINESS**

**11. CLOSE OF MEETING**