

# AGENDA

SCHEDULED COUNCIL MEETING  
WARRNAMBOOL CITY COUNCIL  
5:45 PM - MONDAY 3 JUNE 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)

Andrew Mason  
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

### 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 Meeting of Council held on 6 May 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

## 7. REPORTS

### 7.1. Warrnambool City Council 2024-25 Budget

**DIRECTORATE :** Corporate Strategies

**Purpose:**

***This report presents the proposed 2024-25 Budget to Council for adoption.***

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#### Executive Summary

##### Annual Budget:

- The Warrnambool City Council 2024-25 Budget has been prepared for adoption by Council in line with Section 94 of the Local Government Act.
- Councils' budget must be adopted by Council by the 30th of June each year. The budget has been prepared for the 2024-25 financial year and the following three financial years in line with the act.
- The Warrnambool City Council 2024-25 Budget proposes a 2.75% increase in rates, in line with the rate cap declared for the 2024-25 financial year under the Victorian Government's "Fair Go Rates" system.
- The Warrnambool City Council 2024-25 Budget proposes an allocation of \$17.5m to new Capital Works, and \$1.5m to non-capital projects.
- Council began an initial engagement process that was undertaken to inform the preparation of the budget in November/December 2023, followed by a subsequent period of community engagement with the release of the draft budget in May 2024. Council placed the draft budget on public exhibition on Monday 6 May 2024, calling for public submissions for a period of two weeks. 3 budget submissions were received through this process, and none of the submitters requested to be heard at a hearing of submissions meeting of Council.
- Councillors met to review and consider submissions at an informal meeting on Monday 27 May 2024. The submissions and responses are contained in this report.
- Amendments to the draft exhibited budget were limited to updating of rating and valuation data based on the latest valuation advice from the Valuer-General (no material impact on financials) and some minor typographical amendments.

**RECOMMENDATION**

That Council:

1. Adopt the Warrnambool City Council 2024-25 Budget as presented in attachment 1 to this report.
2. Approve the 2024-25 Fees and Charges as set forth in attachment 2 to this report.
3. Note the public submissions report as presented in attachment 3 to this report.
4. Declares the amount of rates and charges to be raised as follows:

Rating Differential	Amount Raised	Cents/\$CIV
General Residential	\$ 25,142,045	0.2651
Farm Land	\$ 475,370	0.1600
Commercial	\$ 5,840,571	0.5705
Industrial	\$ 2,049,460	0.5358
Vacant	\$ 1,605,257	0.4260
Recreational Category 1	\$ 23,933	23,933.00
Recreational Category 2	\$ 49,839	0.2131
<b>Total</b>	<b>\$ 35,186,474</b>	

Charges	Amount Raised	Charge per Property
Municipal Charge	\$ 5,666,928	\$302.75
Waste Charge	\$ 7,435,527	\$417.00
<b>Total</b>	<b>\$ 13,102,455</b>	

5. Declares that rates, rating differentials and charges for 1 July 2024 to 30 June 2025 align with Council’s Revenue and Rating Plan and will be applied as outlined in section 4.1 of the budget.
6. Notes that rates and charges must be paid by four instalments made on or before the following dates:
  - a. Instalment 1 – 30 September 2024
  - b. Instalment 2 – 30 November 2024
  - c. Instalment 3 – 28 February 2025
  - d. Instalment 4 – 31 May 2025
7. Requires that any person pays interest on any amounts of rates and charges which:
  - a. That person is liable to pay; and
  - b. Have not been paid by the dates specified for their payment; and
  - c. Are not specifically waived as part of Council’s Hardship Provisions.
8. Authorise the Manager Financial Services to levy and recover the rates and charges in accordance with the Local Government Act.



9. That Cultural and recreational Land be levied in accordance with section 4(1)(3) of the Cultural and Recreational Lands Act 1963, the amounts payable in respect of recreational lands under this act shall be in accordance with the attached budget document.

10. That no incentives be offered or declared for early payment of rates or charges.

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## Background

At the Scheduled Council Meeting held on 6 May 2024, Council resolved to give public notice of the Draft 2024-25 Budget and call for written submissions in accordance with Council's Community Engagement policy. Following the public meeting, a public notice was published on Council's website and in the Warrnambool Standard. The Draft Budget was also posted on Council's "our say" submission portal and copies made available at the Civic Centre Customer Service desk.

The budget allocates resources on an annual basis to support the delivery of the objectives of the Council Plan whilst continuing to provide quality services to all sections of our community. The Local Government Act 2020 and the Regulations prescribe the information and format of the Budget, now commonly referred to as the "Model Budget".

The Model Budget 2024-2025 includes a range of information including:

- Financial Statements,
- Services and initiatives funded in the budget,
- Fees and charges,
- Rating and borrowing details, and
- Financial performance indicators.

The Warrnambool City Council 2024-25 Budget is the last in this term of Council.

## Financial Impact

The 2024-25 Budget describes the allocation of resources required to deliver on the activities and initiatives contained in the Council Plan. Council has elected to implement a 2.75% rate increase in the 2024-25 Budget. This is in line with the rate cap announced by the state government.

## Legislation / Policy / Council Plan Context

The Warrnambool City Council 2023-24 Budget was prepared in line with Section 94 of the Local Government Act. The budget must be adopted by Council by the 30th of June.

## Community Impact / Consultation

Council undertook an extensive community engagement effort in 2021 as part of the development of the four-year Council Plan and 2021-2022 Budget.

In recent months Council has sought the community's involvement in the preparation of the 2024-25 Budget and annual review of the Council Plan. This has included calling for online and written submissions. An initial engagement process was undertaken to inform the preparation of the budget in November/December 2023, followed by a subsequent period of community engagement with the release of the draft budget in May 2024.

Council welcomed feedback from the community about its draft budget and thanks all those that made a submission. Feedback will be provided to all submitters following adoption of the budget.

### Legal Risk / Impact

Section 94 of the Local Government Act 2020 states that:

(2) A Council must prepare and adopt a budget for each financial year and the subsequent 3 financial years by

- a. 30 June each year; or
- b. any other date fixed by the Minister by notice published in the Government Gazette.

(3) A Council must ensure that the budget gives effect to the Council Plan and contains the following:

- a. Financial statements in the form and containing the information required by the regulations;
- b. A general description of the services and initiatives to be funded in the budget;
- c. Major initiatives identified by the Council as priorities in the Council Plan, to be undertaken during each financial year;
- d. For services to be funded in the budget, the prescribed indicators and measures of service performance that are required to be reported against by this Act;
- e. The total amount that the Council intends to raise by rates and charges;
- f. A statement as to whether the rates will be raised by the application of a uniform rate or a differential rate;
- g. A description of any fixed component of the rates, if applicable;
- h. If the Council proposes to declare a uniform rate, the matters specified in section 160 of the Local Government Act 1989;
- i. If the Council proposes to declare a differential rate for any land, the matters specified in section 161(2) of the Local Government Act 1989;
- j. Any other information prescribed by the regulations.

Section 96 of the Local Government Act 2020 states that:

- (1). A Council must develop the budget and any revised budget in accordance with
  - a. The financial management principles; and
  - b. Its community engagement policy.

Section 11 (m) Power of Delegation of the Local Government Act 2020 states that:

Subject to section 181H(1)(b) of the Local government Act 1989, the power to declare general rates, municipal charges, service rates and charges and special rates and charges.



Section 158 (1) of the Local Government Act 1989 states that:

A Council must at least once in respect of each financial year declare by 30 June the following for that year—

- (a) the amount which the Council intends to raise by general rates, municipal charges, service rates and service charges;
- (b) whether the general rates will be raised by the application of—
  - i. a uniform rate; or
  - ii. differential rates (if the Council is permitted to raise such rates under section 161(1)); or
  - iii. urban farm rates, farm rates or residential use rates (if the Council is permitted to raise such rates under section 161A).

### Officers' Declaration of Interest

No conflict of interest has been declared.

### Conclusion

The Warrnambool City Council 2024-25 Budget is presented to Council for consideration. It has been prepared in line with the Local Government Act 2020.

### ATTACHMENTS

1. 2024-25 Final Budget for adoption [7.1.1 - 55 pages]
2. 2024-25 Fees and Charges for adoption [7.1.2 - 25 pages]
3. 2024-25 budget engagement summary [7.1.3 - 5 pages]

## 7.2. COUNCIL PLAN 2021-2025 (REVISED 2024)

**DIRECTORATE :** Corporate Strategies

**Purpose:**

*To present the revised annual actions within the Council Plan 2021-2025.*

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### Executive Summary

Council is required under Section 90 of the Local Government Act to prepare and approve a four-year Council Plan by October 31 following a general election.

The Council Plan is the feature document in Council's suite of strategic planning documents, formulated to guide the work for which Council has responsibility.

Council's vision for Warrnambool expressed in the Council Plan is for Warrnambool to be "A thriving city at the heart of coast and country."

The Council Plan supports the visions from the long-term community plan, Warrnambool 2040, which are:

- People: in 2040 Warrnambool will be a city where all people thrive.
- Environment: in 2040 Warrnambool will be most sustainable regional city in Australia.
- Place: in 2040 Warrnambool will be Australia's most liveable regional city.
- Economy: in 2040 Warrnambool will be Australia's most resilient and thriving regional economy.

The Draft Council Plan also lists key activities and initiatives to deliver on the five objectives described in the Plan. These actions and initiatives demonstrate to the community important areas of effort in the delivery of the plan's key objectives.

These objectives are:

1. A HEALTHY COMMUNITY: To be a healthy, inclusive, and thriving community with equitable access to services, cultural opportunities and recreational activities.
2. A SUSTAINABLE ENVIRONMENT: To protect and strengthen local ecosystems, enhance biodiversity and enable sustainable communities.
3. A STRONG ECONOMY: Support a resilient local and self-sustaining regional economy that encourages economic growth and provides increased employment opportunities attracting ongoing investment.
4. A CONNECTED, INCLUSIVE PLACE: Provide quality places that all people value and want to live, work, play and learn in.

5. AN EFFECTIVE COUNCIL: To be recognised as a collaborative Council and a high-performing organisation that enables positive outcomes for Warrnambool's community, environment and economy and Victoria's South West.

Although it is a four-year plan, it is reviewed annually to ensure it is relevant, has responded to significant events and/or remains aligned with the community wishes.

At its meeting on 6 May 2024, Council approved the release of the revised annual actions within the Council Plan 2021-2025 and Draft Budget 2024-2025 for community feedback, in line with Council's Community Engagement Policy which requires Council to engage with the community "when Council is setting its strategic direction".

Following the release of the documents, Council received four submissions from community members. These included one submission on the Draft Council Plan actions and three related to the Draft Budget.

The submissions and Council's responses to each are detailed below.

The Council Plan, including revised annual actions, is now before Council to consider.

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## RECOMMENDATION

That Council, pursuant to Section 90 of the Local Government Act 2020, adopt the Council Plan 2021-2025 (2024 Revision) and make a copy of the plan available for public inspection at the Warrnambool Civic Centre, 25 Liebig Street, Warrnambool, and on Council's website, [www.warrnambool.vic.gov.au](http://www.warrnambool.vic.gov.au) .

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## Background

### Council Plan 2021-2025 (revised actions 2024-2025)

At the 6 May meeting Council approved the release of the Draft Council Plan 2021-2025 (2023 revision) for public comment.

The following submission was received in relation to the draft annual actions for the Council Plan.

Council Plan actions submission	Council officer response
<p>2.3.1 is absolute genius, been saying for years we need weekly FOGO over summer like Moyne and Corangamite Shire do, love this!</p>	<p>This feedback relates to the following draft action under the Sustainable Environment: <i>Council will investigate a seasonal increase of FOGO collection over the spring and summer months.</i></p> <p>Note: Moyne Shire has not increased its FOGO collection over spring and summer. Corangamite Shire moves from a fortnightly to weekly collection during October to December.</p>

## Financial Impact

Actions contained in the Council Plan are resourced through annual allocations of funding described in Council's Annual Budget document.

## Legislation/Policy/Council Plan Context

Section 90 of the Local Government Act (2020) instructs Council to prepare and adopt a Council Plan for a period of at least four financial years after a general election.

## Timing

Council is on schedule to consider final drafts of the Council Plan 2021-2025 (revised 2024) and Budget 2024-2025 by June 30 in accordance with the requirements of the Local Government Act (2020).

## Community Impact/Consultation

Council undertook an extensive community engagement effort in 2021 as part of the development of the four-year Council Plan.

In late 2023 Council sought the community's involvement in the annual review of the Council Plan, this included calling for online and written submissions and in-person information sessions.

This was followed up by a call in May for public feedback on the revised Council Plan actions.

## Legal Risk/Impact

N/A

## Officers' Declaration Of Interest

Nil.

## Conclusion

The 2024 review of the 2021-2025 Council Plan has been completed and the final draft Plan with revised annual actions is now ready for Council to consider.

## ATTACHMENTS

1. 2918 council plan DRAFT may 2024 [7.2.1 - 35 pages]

### 7.3. ELECTION PERIOD POLICY 2024

*DIRECTORATE : Executive Services*

Purpose:

*This report presents a reviewed Election Period Policy for adoption.*

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#### Executive Summary

The Election Period Policy was recently reviewed in November 2023. However, due to changes communicated by the Victorian Electoral Commission there must be a change made to the dates of the caretaker period.

The Policy has been updated to reflect this change.

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#### RECOMMENDATION

That Council:

1. Adopt the attached Election Period Policy 2024.
  2. Revoke the Election Period Policy 2023.
- 

#### Background

In preparations for the October 2024 Local Government Elections a new Election Period Policy was developed and adopted by Council in November 2023. The policy sets out the requirements to be applied by Council during the election period for a general election.

The purpose of the Policy is to ensure that the ordinary business of Warrnambool City Council continues throughout the election period in a responsible and transparent manner, and in accordance with statutory requirements and established caretaker conventions.

These conventions are intended to ensure that councils and Councillors will not use public resources in election campaigning or make major policy decisions that may bind the incoming Council.

This policy addresses and provides guidelines in respect of the matters listed below:

- Council decision-making
- Public consultation, meetings and Council events
- Use of Council resources
- Access to Council information and assistance to candidates
- Electoral material
- Media and publicity
- Section 123 of the Act (misuse of position)

## Issues

The election period (also known as the caretaker period) starts at the time that nominations for the election of Council close (known as nomination day) until Election Day. At the time that the policy was adopted, the election period for the 2024 elections was to be 24 September 2024 until 6pm on Election Day, Saturday 26 October 2024 inclusive, and these dates were included in the policy. However, the Victorian Election Commission has recently communicated to Council that the program of dates for the election has been moved forward to allow the Commission more time to work through each stage of the election. This has resulted in the close of nominations date being moved forward and consequently an earlier start to the caretaker period.

The policy has been amended to reflect the new caretaker period dates which is now 12 noon on Tuesday 17 September until 6pm on Election Day, Saturday 26 October, inclusive.

## Financial Impact

The adoption of the attached Election Period Policy 2024 will not impact Council's financial resources. However, the election will come at a large expense with a quoted cost provided by the Victorian Electoral Commission in April being \$316,086.46.

## Legislation / Policy / Council Plan Context

### 5 An effective Council

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

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

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

## Timing

The election period for the 2024 elections will be 12 noon on Tuesday 17 September until 6pm on Election Day, Saturday 26 October, inclusive.

## Community Impact / Consultation

Nil.

## Legal Risk / Impact

Nil.

### Officers' Declaration of Interest

Nil.

### Conclusion

This Policy facilitates the continuation of Council's ordinary business throughout the election period in a responsible and transparent manner. It aims to ensure that the elections are not compromised by inappropriate electioneering by existing Councillors and safeguards the authority of the incoming Council.

The policy has been amended with revised dates for the new caretaker period.

### ATTACHMENTS

1. Election Period Policy 2024 [7.3.1 - 14 pages]
2. Election Period Policy 2024 (Tracked Changes) [7.3.2 - 14 pages]

## 7.4. EXTENSION OF MEALS ON WHEELS CONTRACT

**DIRECTORATE:** Community Development

### Purpose:

*This report provides an update on Council's current contractual arrangements with South West Healthcare for the ongoing supply of meals for the Meals on Wheels service for a period of 12 months, up to 30th of June 2025. This is an extension outside of the original contract time period of an additional 3 months to align with external funding and financial year.*

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### Executive Summary

In February 2021 Council entered into a 2-year contract with South West Healthcare (SWH) for the supply and delivery of meals for the Meals on Wheels (MoW) program. In the first 24 months of the contract, SWH has delivered over 41,000 meals at a total cost of \$452,971 (average of \$11.04 p/meal).

The original contract included 2 x 1 year extension options. The first extension option of 1 year & 3 months was exercised on 9th of March 2023. An additional 3-month term was offered so that Council could align the contract end date with the relevant funding dates associated with the provision of the MoW service over the 2023/2024 financial year. The first extension option expires on the 30th of June 2024.

There is 1 x 9-month extension option remaining (Clause 2.2.2 Extension of Contract – the Council's option) which should be exercised three months before the contract expires. South West Healthcare has agreed to a contract variation to allow Council to extend the remaining option term for an additional 3-month period, to 1 x year from 30th of June 2024 to 30th of June 2025.

In line with customer demand and limited service delivery alternatives, and the high quality of the service received to date, discussions with SWH have taken place regarding the extension of the contract. South West Healthcare has in principle agreed to the extension obligations for a further 12 months. South West Healthcare continues to be a positive supplier to work with and has provided excellent service in accordance with its contractual obligations.

With reference to the current arrangement under the Commonwealth Home Support Program, Council is funded to 30 June 2025 to provide the service therefore it would be prudent for Council to extend the current contract for the next twelve months, instead of going to market. WCC continues with delivery for its community care programs for the 2024-2025 fiscal year and will commence a detailed review and analysis for service due to Council decision to remain in the Aged and Disability service and relevant Commonwealth Government Support at Home Program reforms.

The draft extension letter, to be signed by the Chief Executive Officer of Council is attached in **Attachment 1**.



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## RECOMMENDATION

That Council endorses the extension of the meal procurement contract up to 30 June 2025, with a contract variation for an additional 3 months, to be signed under delegation by the CEO.

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### Financial Impact

There is a direct financial impact to Council. South West Healthcare, the service provider, has consented to a 3.0% increase in cost. Budgeted contract spend for FY 2024-25 was \$321,034. With the 3.0% increase on forecasted Year 3 spend the contract spend for FY 2024-25 (Year 4) is estimated to be \$233,574. Depending on the number of meals, there may be a budget saving.

The Meals on Wheels program is supported by external funding and user fees. Forecasted Commonwealth Government's contribution is 3.5% increase, to \$152,894.86.

User fees for FY 2024-25 is 2.75% in line with rate cap. There is an estimated shortfall of user fee contributions which will be offset with the increase in external funding.

### Spend Under Contract (excluding GST)

Original approved contract value (2 years): \$ 570,000

Forecast Year 3 Spend with 1.5% increase: \$226,771

Proposed Year 4 Spend with 3% increase: \$233,574

Estimated total spend under contract to date: \$796,771

Forecast-spend under contract with extension period: \$1,030,345

### 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.

### Timing

With this extension, the contract will terminate on 30 June 2025. Council will need to start a new tender process in early 2025 to replace the current tender.

### Legal Risk/Impact

There are no legal risks related to this contract extension, as this extension is in line with the procurement policy of Council.

There is no negative gender impact in relation to this contract extension.

### Officers' Declaration of Interest

There are no conflicts of interest.

### Conclusion

With funding confirmed for delivery of the Commonwealth Home Support Program for the FY 2024/25, the extension of the current contract with South West Healthcare would allow Council to effectively continue the delivery of the Meals on Wheels program for the funding period. The proposed contract extension is in line with the procurement policy of Council.

### ATTACHMENTS

1. Contract Variation Extension 2021005 Supply Delivery of Meals May 2024 [7.4.1 - 2 pages]



## 7.5. INFORMATION COMMUNICATIONS TECHNOLOGY SHARED SERVICES JOINT VENTURE ESTABLISHMENT

*DIRECTORATE : Corporate Strategies*

Purpose:

*The report recommends Warrnambool City Council affirm their participation in the South West Councils Information Communication Technology Alliance as required by the existing (October 2022) Joint Venture Agreement and extend participation for the specified term of 5 years.*

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### Executive Summary

In October 2022 the three Councils formalised the shared service arrangement that had been in place since the adoption of an endorsement by Council at a meeting on 25 March 2019 of the shared ICT project by the adoption of a Joint Venture Agreement. The adoption of the Joint Venture Agreement gave the form and substance to the informal arrangement that had been in place and set the mechanisms by which the three Councils could work and plan together and resolve any issues related to the operation of this shared services venture.

The establishment of the Joint Venture agreement facilitated participation in the Local Government Victoria's Rural Council Transformation Program. The three Councils received \$4,500,000 under this program to deliver the specified business case, which included an integrated shared service Enterprise Resource Platform (ERP).

The Joint Venture Agreement requires that the three Councils affirm their participation not less than 12 months prior to the expiry of the original term (Clause 2.2), being June 2025.

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### RECOMMENDATION

That

1. Having complied with Division 3 of Part 5 of the Local Government Act 2020, Council entered into, established, and operates the South West Councils ICT Alliance as a joint venture on the terms set out in the South West Councils ICT Alliance Joint Venture Agreement; and
2. Notes that, in accordance with:
  - a. Clause 5.1.1(a) of the South West Councils ICT Alliance Joint Venture Agreement, the Chief Executive Officer has been appointed to the Joint Venture Governance Committee; and
  - b. Clause 5.1.1(b) of the South West Councils ICT Alliance Joint Venture Agreement, the Chief Executive Officer has nominated one staff member to the Joint Venture Governance Committee, being Council's Director Corporate Strategies; and
3. Authorises the Chief Executive Officer to:
  - a. Agree in writing to the Joint Venture Governance Committee and to the other two participating Councils to the extension of the Joint Venture Agreement.
  - b. Exercise Council's rights and powers under the Joint Venture Agreement on Council's behalf.

## Background

Corangamite Shire, Moyne Shire and Warrnambool City were successful in securing a State Government grant of \$4.5 million in June 2019 under the State Government's Rural Councils Transformation Program (RCTP) to implement a business case covering 5 years to transition the respective Enterprise Resource Planning (ERP) platform of each council into a shared service model. An ERP is the corporate digital platform that delivers the core business information systems of an organisation.

A key component of securing this funding was the establishment of a Joint Venture, the South West Councils ICT Alliance.

Under the South West Councils ICT Alliance Joint Venture Agreement (now known as Coastal Connect) which was adopted by {Specific Council Date} October 2022, the three Councils agreed that (clause C) the Joint Venture is:

*"C1. An ongoing program that the Councils commenced prior to this Agreement, and  
C2. Is, at the time of this Agreement is intended to operate for a period of around 5 years and is intended as a program that works towards delivering a shared Enterprise Resource Planning platform across the Councils."*

In order for this Agreement to extend beyond the initial period which expires on 30 June 2025 (under Clause 2.2), each of the three joint venture Councils need to resolve by 30 June 2024 whether they wish to extend the current agreement for a period of five years after its initial expiry date of 30 June 2025.

The operations of the South West Councils ICT Alliance (Coastal Connect) are managed by the Joint Venture Governance Committee (JVGC) established as required by the Joint Venture Agreement. The membership of this Committee is the CEO and Director of Corporate area at each Council, plus an independent Chair, a governance advisor, and the project team.

The benefits arising from the initial agreement were set out to be:

- Significant cost saving from economies of scale by being part of the larger IT implementation
- Improvements arising from the implementation of up-to-date cloud based software including more secure platforms with better cyber-security and elimination of a range of manual and less integrated processes.
- Increased staff engagement with, and understanding of the new software
- Opportunity for improvements to the community engagement and customer service experiences through more flexible on-line responses
- Reduced back-end costs and enhanced productivity through reduction of duplicated processes
- Ability to share knowledge and resources with other Councils in the joint venture leading to more agile and elegant solutions.

When the Agreement was entered into, the Business Case (SWCICTA – p5) stated “*Beyond the initial implementation of the three participating Councils, is a rapid escalation in opportunity and benefits as delivery scope is broadened .....it is these future benefits that outshine this business case but are dependent upon it.*” The Business Case does not quantify these further benefits but lists example of them to include:

- Enable the potential business process improvements created through the implementation of the new IT systems to be fully realised.
- Consolidate systems from the three Councils with one shared group.
- Amalgamation of teams across the three councils into one team within the Joint Venture
- Operate a single IT centre for the three Councils
- Enable other Councils to join the Joint Venture reducing the costs to the three original members.

### Financial Impact

A business case was provided to the funding body Local Government Victoria via their Rural Council Transformation Program. This business case was approved and funding of \$4,500,000 provided for the delivery of the outcomes by the established Joint Venture.

The business case concluded in a shared service environment that a positive Net Present Value of \$73,247 is achieved across the five-year project timeline. The benefits are detailed in the funded business case and extend past the five year period.

All contributions to the on-going operations and activities of the Joint Venture are governed by the individual Councils business-as-usual annual budget process. This is a requirement of Clause 6.2 of the Joint Venture Agreement and ensures compliance with Individual Councils’ processes.

### Legislation / Policy / Council Plan Context

#### 3 A strong economy

3.4 Workforce capability: Council will foster the development of a workforce capable of supporting the needs of the local and regional economy

#### 4 A connected, inclusive place

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

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

#### 5 An effective Council

5.1 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

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

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

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

### Timing

A common report is being presented to the JVGC May 22 2024 for review prior to being presented to each of the three Councils at June 2024 meetings.

A decision is required by June 30 2024.

### Community Impact / Consultation

The project has involved internal stakeholders across the organization since the inception of the project with ebbs and flows of activity a renewed engagement has been launched to alert stakeholders as to the final phase of procurement and to initiate engagement around the timing and resource implications of the project's implementation.

### Legal Risk / Impact

The Joint Venture Agreement, and the clauses referred to in this paper, was established by Maddocks solicitors after extensive consultation with the participating Councils. Maddocks continue to provide legal advice to the JVGC as needed.

### Officers' Declaration of Interest

No officer preparing this report has a conflict of interest in the matter

### Conclusion

The South West Councils ICT Alliance Joint Venture is a key component for the delivering of the funded business case and the achievement of the benefits documented.

### ATTACHMENTS

1. South West Councils ICT Alliance Joint Venture Agreement 13 September 2022 [7.5.1 - 49 pages]



## 7.6. COMMUNITY AND INTERNATIONAL RELATIONS ADVISORY COMMITTEE - REPLACING COMMUNITY REPRESENTATIVES

**DIRECTORATE :** City Growth

**Purpose:**

*To present updated Terms of Reference for the Community and International Relations Advisory Committee and add an additional two committee members to fill vacancies for the remainder of the Committee term.*

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### Executive Summary

Three community members on CIRAC have left since the start of 2024, including two at the last meeting in March. The opportunity exists to replace them for a two-year term from the list of applicants who applied in March 2023.

Of the initial nominations received in March 2023, it is recommended the following two, who confirmed they would like to be put forward again, are considered by Council for endorsement.

Two other nominees were contacted but declined due to existing commitments.

### Recommended Committee Replacements

**Courtney Mathew** – lived in Miura, Japan from 2017-2019 as Warrnambool's cultural representative and English teacher and is also on the committee for the Warrnambool Community Garden.

**Alex Mellert** – Moved to Southwest Victoria from Germany ten years ago. Worked at Warrnambool City Council in 2019 on the Welcoming Cities Framework including representing Warrnambool at the Welcoming Cities Network meetings.

### Terms of Reference (TOR) Review

Under the current TOR five community members are required. Attendance at meetings is often irregular and the quorum is not always being met. The following amendment to the TOR is advised:

- (1) Membership: Change to 'at least four (4) skill-based members appointed by Council'. This is currently set at five (5).
- (2) Membership: One (1) Councillor (to chair) – Currently worded as *Council member*
- (3) Role of Individual Members: Remove the requirement to '*Have and maintain a broad understanding of planning and land use matters*'

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## RECOMMENDATION

That Council:

1. Adopts the updated Terms of Reference for the Community and International Relations Advisory Committee (CIRAC); and
  2. Appoints Courtney Mathew and Alex Mellert to the Community and International Relations Advisory Committee for the remainder of the current committee term.
- 

### Background

CIRAC meets quarterly and provides strategic advice on the Council's sister city relationships, international relations, community relations and works to advance progress against the Welcoming Cities Standard.

### Issues

The committee will not reach quorum without replacing the members who recently departed and a meeting cannot then be held. Updating the TOR will enable the addition of two previously nominated community members to the committee and correct an administration error in the current TOR.

### Financial Impact

N/A

### Legislation / Policy / Council Plan Context

#### 1 A healthy community

1.1 Be a welcoming and inclusive city: Warrnambool will be a city that is more welcoming to all and which fosters diversity.

### Community Impact / Consultation

Suggested committee members all previously nominated during Council's the public advertisement for members in March 2023.

Recommended Committee Replacements:

**Courtney Mathew** – lived in Miura, Japan from 2017-2019 as Warrnambool's cultural representative and English teacher and is also on the committee for the Warrnambool Community Garden.

**Alex Mellert** – Moved to Southwest Victoria from Germany ten years ago. Worked at Warrnambool City Council in 2019 on the Welcoming Cities Framework including representing Warrnambool at the Welcoming Cities Network meetings.



Legal Risk / Impact

N/A

Officers' Declaration of Interest

N/A

Conclusion

Endorsing the recommended representatives will allow the committee to reach a quorum and provide the community with input for the committee objectives. The update of the Terms of Reference for the committee will ensure the committee is operating in compliance with the terms of reference.

**ATTACHMENTS**

1. CIRAC Terms of Reference May 2024 Review [7.6.1 - 3 pages]

## 7.7. LAKE PERTOBE INTEGRATED WATER MANAGEMENT PLAN

**DIRECTORATE :** City Infrastructure

**Purpose:**

*This report outlines the Lake Pertobe Integrated Water Management (IWM) Plan 2024 and recommends that Council adopt the plan.*

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### Executive Summary

- Lake Pertobe holds significant potential for Integrated Water Management (IWM) within its highly regarded open space.
- The following opportunities have been outlined in the plan;
  - Water Quality Improvement
  - Multi Benefit Basin
  - Lake Links and levels
  - Stormwater Irrigation
  - Education and Value of Water
  - Water Recreation
  - Roof Water to Aquifer Recharge
  - Catchment Permeability and Aquifer Recharge
- The opportunities were scored against IWM objectives, the Lake Pertobe Masterplan, projected climate conditions and assessed holistically, the following priorities were listed;
  - Address knowledge gaps
  - Implement the Multi Benefit Basin
  - Consider changes to lake levels and connectivity
  - Improve water recreation
  - Implement education and value of water project
  - Revisit other opportunities in five years' time
- The final plan has been developed in collaboration with Council staff, Eastern Maar Aboriginal Corporation (EMAC), Glenelg Hopkins Catchment Management Authority (GHCMA), Wannon Water (WW), Southern Rural Water (SRW) and the Department of Energy, Environment and Climate Action (DEECA).
- The community interested parties and local user groups/businesses have had the opportunity to provide comments on the draft plan, this feedback has informed the final Lake Pertobe IWM Plan.
- Development of the plan has been funded by a DEECA grant with contributions from Warrnambool City Council and Wannon Water.

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### RECOMMENDATION

That Council adopt the Lake Pertobe Integrated Water Management Plan 2024.

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## Background

Council, Department of Energy, Environment and Climate Action (DEECA) and Wannon Water (WW) together with other stakeholders have identified the importance of developing an Integrated Water Management (IWM) Plan for Lake Pertobe, Warrnambool.

The importance of Lake Pertobe as a highly valued open space within the city of Warrnambool as well as its role in the management of the central business districts (CBD) stormwater, makes Lake Pertobe a unique area to incorporate IWM.

Lake Pertobe is a regional playground with the adjacent area including; the Lawn Tennis Club, mini golf, Jetty Flat (Oval) & BMX track, Harris Street Reserve (utilised for soccer, cricket and dog training), the CBD and rail corridor to the North, and two holiday parks and the foreshore reserve to the South of Pertobe Rd.

DEECA define IWM as:

*"Integrated Water Management (IWM) is a collaborative approach to the way we plan for and manage all elements of the water cycle. IWM considers how the delivery of water, wastewater and stormwater services can contribute to water security, public and environmental health and urban amenity. It fundamentally shifts the way water, land use planning and urban development opportunities are understood and undertaken in Victoria."*

The Lake Pertobe Masterplan 2018, aims to account for Warrnambool's changing demographics and future needs for the Lake Pertobe precinct, providing clear direction for the development, management and operation of the Lake Pertobe precinct over a fifteen-year period.

Green Warrnambool 2018 is a strategy that outlines a number of goals to help Warrnambool achieve the vision of being the most environmentally sustainable regional city in Australia. Blue Warrnambool is a goal that aims to provide infrastructure and open space developments and upgrades to conserve water and improve waterways through integrated water management. With the 2040 goal that Warrnambool's use of potable water is 20% less than 2019 levels.

Warrnambool 2040 is a community plan for Warrnambool and was developed through extensive community engagement. The plan captures the community's aspirations for the future of Warrnambool and informed the development of the Green Warrnambool plan. As outlined in the Blue Warrnambool – Water for Life, Warrnambool will care for and regenerate our waterways, our coast and marine environment and support a natural water cycle. Warrnambool will carefully use rainwater to contribute to the amenity of the city by bringing water management and green infrastructure together. Water conservation and water sensitive urban design, including improved stormwater systems, will improve our waterway and marine health. Warrnambool will capture rainwater and reuse stormwater to reduce our reliance on depleting water sources.

## Issues

This plan was developed through a collaborative process involving key stakeholders across the Warrnambool City Council area. The project control group consists of participants from DEECA, WW, EMAC, GHCA and SRW.

The plan discusses the significant characteristics of the site, touches on what IWM is and outlines eight opportunities that would improve the Lake Pertobe precinct. For each opportunity the plan provides a cost projection, benefits and holistic assessments and prioritises against IWM outcomes and climate change predictions. **Refer to Attachment 2.1.1 Lake Pertobe Integrated Water Management Plan.**

The plan outlines the foreseen benefits, potential risks and further analysis needed for each opportunity.

The opportunities include;

- **Water Quality Improvement**

Improve on previous efforts to reduce gross pollutants (litter and large organic matter) entering Lake Pertobe from the CBD's three main stormwater outlets. By designing and installing purpose-built Gross Pollutant Traps (GPT's) staff can better maintain these assets and improve water quality. **Refer to page 15 of Attachment 2.1.1 Lake Pertobe Integrated Water Management Plan.**

- **Multi Benefit Basin**

Construction of a water basin at the Fairy Street stormwater outlet would have several functions including; stormwater treatment, water storage for later use and diversion of excess stormwater to the Merri River. **Refer to page 16 of Attachment 2.1.1 Lake Pertobe Integrated Water Management Plan.**

- **Lake Links and Levels**

Currently water levels of all three lakes are marginally managed. Upgrading current hydraulic structures with more modern equivalents will enable staff to better manage water levels providing improved management of the Lake Pertobe precinct. **Refer to page 17 of Attachment 2.1.1 Lake Pertobe Integrated Water Management Plan.**

- **Stormwater Irrigation**

Storage and treatment of stormwater before it enters Lake Pertobe. This water can then be used to replace potable water for sports field irrigation and toilet flushing. **Refer to page 19 of Attachment 2.1.1 Lake Pertobe Integrated Water Management Plan.**

- **Education and Value of Water**

Using an App or other means to raise awareness and educate the community on Lake Pertobe's heritage, Indigenous culture, stormwater and drainage function and environment. **Refer to page 20 of Attachment 2.1.1 Lake Pertobe Integrated Water Management Plan.**

- **Water Recreation**

Provide infrastructure such as a boat / craft drop off and pick up zone to improve the ability of Lake Pertobe to be used for water recreation. Suitable water recreation includes canoes, kayaks and Stand-Up Paddle Boards. **Refer to page 21 of Attachment 2.1.1 Lake Pertobe Integrated Water Management Plan.**

- **Roof Water to Aquifer Recharge**

To reduce stormwater entering Lake Pertobe from the CBD, roof water can be diverted into the ground water aquifer. This would recreate a more natural water cycle with water infiltrated into the land. **Refer to page 21 of Attachment 2.1.1 Lake Pertobe Integrated Water Management Plan.**

- **Catchment Permeability and Aquifer Recharge**

Significantly increase urban permeability using infiltration trenches, passively watered trees, bio-retention systems, and permeable pavements. **Refer to page 22 of Attachment 2.1.1 Lake Pertobe Integrated Water Management Plan.**

The opportunities were scored against IWM objectives, the Lake Pertobe Masterplan, projected climate conditions and assessed holistically, and the following priorities were identified;

- Address knowledge gaps
- Implement the Multi Benefit Basin
- Consider changes to lake levels and connectivity
- Improve water recreation
- Implement education and value of water project
- Revisit other opportunities in five years' time

## Financial Impact

The preparation of the Lake Pertobe Integrated Water Management plan has been funded by a DEECA IWM grant and financial contributions from Warrnambool City Council and Wannon Water.

Further assessment and implementation of the plan's opportunities will be needed to secure external funding and may include DEECA funding streams for Integrated Water Management.

## 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.

### 2 A Sustainable environment

2.2 Water and coastal management: Council will protect and enhance the health of Warrnambool's coastline and inland waterways to protect and improve biodiversity

2.3 Environmental impact and a changing climate: Council will encourage innovation and initiatives that minimise Warrnambool's environmental impact.

2.4 Water resource management: Council will promote and encourage awareness of sustainable practices in our work and in the community, including water resource management.

2.5 Waste minimisation: Council will pursue programs to minimise waste throughout the community, industry and promote the benefits of reduction, re-use and recycling of materials.

## 5 An effective Council

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

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

### Timing

The Lake Pertobe IWM Plan provides a strategy that will guide the implementation of IWM opportunities over the coming years.

### Community Impact / Consultation

Community consultation for the development of the Lake Pertobe IWM Plan has been undertaken through a two staged approach: -

- The first stage involved a workshop with all user groups and business owners of the Lake Pertobe precinct to discuss their water use, future water needs and any issues they face around all aspects of water. This workshop then helped shape further workshops with Council staff and other stakeholders.
- The release of the draft Lake Pertobe IWM Plan for community consultation took place for six weeks (December 5<sup>th</sup> to January 19<sup>th</sup>). The plan was released on Councils Your Say website and notification included in the newspaper and social media. Key stakeholder groups were also notified of the release of the draft plan including user groups and business owners.
- One submission was received during the consultation phase.

### Summary of Submission 1

Comment/Key Issue	Response
<p>How will the proposed new plan impact on the communities value of open, grassed areas if an area is required for improved access for boat/ craft drop off zone. I suggest the public might think a stage would be a better use of the land.</p> <p>Lake Link 8.3 If there is to be “improved connectivity” between the lakes for the purpose of recreational activities does this mean that the whole area will become one large lake and the current ecosystems in the individual lakes will be disturbed. The Mill Lake which sustains a large number birds which inhabit the area throughout the year including birds with threatened conservation status.</p>	<p>In regards to losing valuable open space to a boat/craft drop off zone for access to the lake, before any works were to occur further analysis would need to be undertaken. This would include further consultation to understand the community’s needs, establish a preferred location and scope the appropriate number, type and size of any facilities.</p> <p>A first step for management of the lakes at Lake Pertobe is to gain an understanding of current knowledge gaps as outlined in section 6 of the plan.</p> <p>Any linking of lakes would be undertaken primarily to better manage water levels and secondly to allow recreational activities. An environmental and hydrological assessment would inform any decision making. A full understanding of the hydrology of the lakes and the impacts of any changes on flora, fauna and the lake function would need to be understood and inform any works.</p>

<p>Education and Value of Water 8.5 In section 8.5 there is mention of a digital self-guided tour app. Would the app be available to the community or will users be expected to purchase their own?</p>	<p>A key objective of this plan is to support broader community awareness and education about where our water comes from and associated impacts. This objective provides the opportunity to raise awareness about the water cycle and the Lake Pertobe environment.</p> <p>An app that provides educational information on Lake Pertobe and the water cycle in general will not come at a cost to the user.</p>
<p>Water Recreation 8.6 Any change in the connectivity of the lakes, whether portage or channels, for recreation purposes, would impact on the bird “sanctuary” of Mill Lake.</p> <p>The current hire businesses - small petrol driven engine boat and paddle boat and canoe hire are appropriate for the area. The addition of a stand-up paddle board businesses would enhance the availability of recreational activities in the area, particularly for older children/ young adults.</p> <p>The proposed canoe and kayak (including the recreational fishing type) launching area would be better positioned along the Merri which is also a relatively “safe” environment.</p> <p>The chance of catching a fish in the Merri may outweigh that of catching one in Lake Pertobe</p> <p>The terms “ boat and craft “ need to be clearly defined. Could a jet-ski be included in this definition?</p>	<p>Lake Pertobe as a fishing destination is promoted as one of 62 Family Fishing Lakes and is stocked with rainbow trout before school holidays by the Victorian Fisheries Authority.</p> <p>By providing infrastructure to enable fishing either by land or kayak to be done safely would improve the user experience.</p> <p>Stipulating the need to clarify what boat and craft are suitable for use on Lake Pertobe and their hours of operation has been written into the plan.</p>
<p>An increase of visitors to the area could impact traffic flow and parking in the area.</p>	<p>Out of project scope</p>

**Legal Risk / Impact**

Warrnambool City Council plays a significant role in improving the environmental management of urban stormwater and has obligations under the State Environment Protection Policy (Waters of Victoria).

**Officers’ Declaration Of Interest**

None

## Conclusion

The Lake Pertobe Integrated Water Management Plan discusses the significant characters of the site, provides information on Integrated Water Management and outlines eight opportunities that would improve the Lake Pertobe precinct.

Each opportunity will require further assessment to be implemented. Several of the opportunities will need to secure external funding to see them completed, while other opportunities can be completed as part of the Council's ongoing renewal works.

## ATTACHMENTS

1. Lake Pertobe Intergrated Water Management Plan 2024 [7.7.1 - 30 pages]



## 7.8. ADVISORY COMMITTEE REPORTS

### Purpose

*This report contains the record of one Advisory Committee meeting and one reference meeting.*

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### Report

1. Community & International Relations Advisory Committee Meeting – 26 March 2024 – refer **Attachment 1**.
2. Cycling Reference Group Meeting – 24 April 2024 – refer **Attachment 2**.

### ATTACHMENTS

1. Community & International Relations Advisory Committee Minutes - 26 March 2024 [7.8.1 - 3 pages]
2. Minutes Cycling Reference Group meeting Wednesday 24 April 2024 [7.8.2 - 9 pages]
3. Cycling Reference Group\_-\_ Do T Bridge Issue Response [7.8.3 - 1 page]

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### RECOMMENDATION

That the records of the Community & International Relations Advisory Committee meeting held on 26 March 2024 and the Cycling Reference Group meeting held on 24 April 2024, be received.

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## 7.9. 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:-

1. Monday 13 May 2024 – refer **Attachment 1**.
2. Monday 20 May 2024- refer **Attachment 2**.
3. Monday 27 May 2024 – refer **Attachment 3**.

### ATTACHMENTS

1. Assembly of Councillors Record 13 May 2024 [7.9.1 - 2 pages]
2. Assembly of Councillors Record 20 May 2024 [7.9.2 - 2 pages]
3. Assembly of Councillors Record 27 May 2024 [7.9.3 - 2 pages]

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### RECOMMENDATION

That the records of the Informal Meetings of Council held on 13, 20 and 27 May 2024, be received.

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

### Purpose

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

### Report

Date	Location	Function
10 May 2024	Warrnambool	Cr Paspaliaris & Chief Executive Officer – Attended the Warrnambool Lawn Tennis Club State Government grant announcement of \$91,575 for upgraded lighting.
13 May 2024	Warrnambool	Mayor – Opened the City of Warrnambool Eisteddfod Speech & Drama Competition.
16 May 2024	Warrnambool	Deputy Mayor – Attended the South West Dairy Awards.
17 May 2024	Melbourne	Mayor and Chief Executive Officer – Attended the Municipal Association of Victoria State Council meeting.
	Warrnambool	Deputy Mayor – Attended the IDAHOBIT flag raising ceremony.
19 May 2024	Warrnambool	Cr Ziegeler – Attended the City of Warrnambool Eisteddfod Aria Final.
21 May 2024	Warrnambool	Cr Arnott – Launched the National Volunteer Week.
29 May 2024	Melbourne	Mayor and Chief Executive Officer – Attended the South West Victoria Alliance advocacy meetings in Melbourne.
	Warrnambool	Cr Zeigeler – Attended the Glenelg Hopkins CMA Board luncheon.
30 May 2024	Warrnambool	Cr Taylor – Attended the opening of the new offices for Emma House.
31 May 2024	Melbourne	Mayor and Chief Executive Officer – Attended the Municipal Association of Victoria Strategic Plan meeting.

### RECOMMENDATION

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

**8. NOTICE OF MOTION**

No Notices of Motion have been received.

**9. GENERAL BUSINESS**

**10. URGENT BUSINESS**

**11. CLOSE OF MEETING**