

AGENDA SCHEDULED MEETING

WARRNAMBOOL CITY COUNCIL – 5:45PM Monday 3 March 2025

VENUE:

Reception Room, 25 Liebig Street, Warrnambool

COUNCILLORS:

Cr. Ben Blain (Mayor)

Cr. Debbie Arnott

Cr. Willy Benter

Cr. Billy Edis

Cr. Vicki Jellie AM

Cr. Matthew Walsh

Cr. Richard Ziegeler

Copies of the Warrnambool City Council's Agendas & Minutes can be obtained online at www.warrnambool.vic.gov.au

Andrew Mason
CHIEF EXECUTIVE OFFICER



WARRNAMBOOL
CITY COUNCIL

Video Recording of Council Meetings

All Open and Special Council Meetings will be video recorded, with the exception of matters identified as confidential items in the agenda. This includes public participation sections of the meeting. Video 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 videos will be retained for the term of the current Council, after which time the videos 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. We thank you in anticipation of your co-operation in this matter.

Order Of Business

Page No.

1. Opening Prayer & Original Custodians Statement	4
2. Apologies	4
3. Confirmation Of Minutes	4
4. Declaration By Councillors And Officers Of Any Conflict Of Interest In Any Item On The Agenda	4
5. Mayoral Presentation	5
6. Public Question Time	5
7. Reports	5
7.1. South Warrnambool And Dennington Flood Investigation	5
7.2. Youth Strategy (Warrnambool & Moyne) 2025 - 2030 Council Adoption	19
7.3. Planning Scheme Amendment C220	25
7.4. S6 Instrument Of Delegation	33
7.5. Council Plan Actions 2024 - 2025: October - December (Quarter 2)	37
7.6. Appointment Of Independent Audit And Risk Committee Member	39
7.7. Tender Award 2025019 - Provision Of Security Services	41
7.8. Informal Meetings Of Council Reports	44
7.9. Mayoral & Chief Executive Officer Council Activities - Summary Report	45
8. Notice Of Motion	46
9. General Business	46
10. Urgent Business	46
11. Suspension Of Standing Orders	46
12. Section 66 (In-Camera) Meeting - Confidential Items	47
13. Resolution To Re-Open Meeting	47
14. Close Of Meeting	47

1. Opening Prayer

Almighty God
Grant To This Council
Wisdom, Understanding And Sincerity Of Purpose
For The Good Governance Of This City
Amen.

Original Custodians Statement

I Wish To Acknowledge The Traditional Owners Of The Land On Which We Stand And Pay My
Respects To Their Elders Past, Present And Emerging.

2. Apologies**3. Confirmation Of Minutes**

RECOMMENDATION

That the Minutes of the Scheduled Meeting of Council held on 3 February 2025 be confirmed.

4. Declaration By Councillors And Officers Of Any Conflict Of Interest In Any Item On The Agenda

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

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

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

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

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

5. Mayoral Presentation

6. Public Question Time

7. Reports

7.1. South Warrnambool And Dennington Flood Investigation

DIRECTORATE : City Growth

Purpose:

This report seeks adoption of the Final Summary Report and associated outputs from the South Warrnambool and Dennington Flood Investigation (the Investigation), and authorisation to prepare an associated planning scheme amendment.

Executive Summary

The South Warrnambool and Dennington Flood Investigation model is complete and has been independently peer reviewed by an expert consultancy in the field.

All other project outputs are now complete including:

- Flood mapping and animations
- Flood damages estimate
- Pre-feasibility mitigation options analysis
- Emergency management information (inundation tables and flood intelligence/action cards)
- Flood warning assessment

The Investigation has confirmed that there are flood risks in the study area beyond what was identified in the 2007 studies which currently inform the Warrnambool Planning Scheme. Consequently, the study recommends as a key risk mitigation measure to modify existing planning controls via a Planning Scheme Amendment so that development is not permitted to occur in unsafe locations. A flood-related Planning Scheme amendment must be accompanied by a Flood Investigation adopted by Council.

The Planning Scheme amendment process can often take upwards of 12 months. As there is a risk that development could be permitted in unsafe locations during that intervening time, this report recommends seeking authorisation from the Planning Minister to implement interim planning controls to mitigate against that risk until the full amendment process is completed.

RECOMMENDATION

That Council:

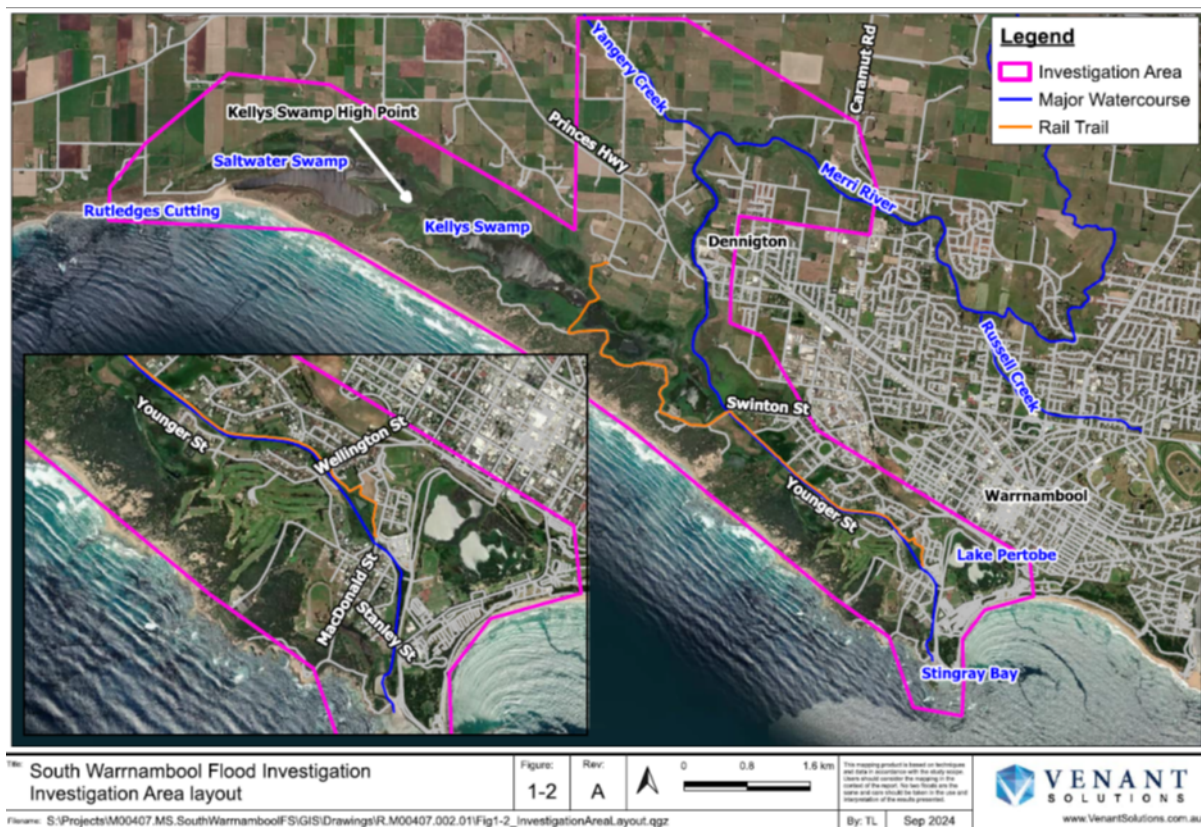
1. Adopt the South Warrnambool and Dennington Flood Investigation.
2. Pursuant to Section 8A of the *Planning and Environment Act 1987*, request authorisation from the Minister for Planning to prepare a planning scheme amendment to introduce associated policy and material ordinance and mapping changes from the recommendations of the South Warrnambool and Dennington Flood Investigation into the Warrnambool Planning Scheme.
3. Following authorisation from the Minister for Planning in accordance with Section 9 of the *Planning and Environment Act 1987*, prepare and exhibit an amendment to the Warrnambool Planning Scheme to introduce associated policy and material ordinance and mapping changes from the recommendations of the South Warrnambool and Dennington Flood Investigation into the Warrnambool Planning Scheme.
4. Request the Minister for Planning apply the Flood Related Amendments Standing Advisory Committee (SAC) pathway.
5. Request the Minister for Planning to apply interim flood planning controls to the Warrnambool Planning Scheme pursuant to Section 20(4) of the *Planning and Environment Act 1987*.
6. Continue its advocacy to seek a commitment from the Minister of Planning to update State guidance on appropriate planning, to streamline associated planning processes, and to provide adequate funding for associated flood mitigation works, with specific reference to regional Victoria.

Background

Assisted by funding through the State Government Risk and Resilience Grant Program and in partnership with the Glenelg Hopkins Catchment Management Authority (GHCMA), Council has completed the South Warrnambool and Dennington Flood Investigation. The study area for the project is shown in **Figure 1**. The study area was increased over the course of the project, and now includes the entire catchment area between Stingray Bay and Caramut Road (Cassady's) bridge.

The project informs the implementation of flood related planning controls (zones and overlays) in accordance with current best-practice riverine and storm tide flood risk modelling. A planning scheme amendment is required to implement the most appropriate flood related planning controls within this part of the municipality based on that flood modelling.

The GHCMA currently base existing flood levels in South Warrnambool on a 2007 flood model. Existing flood related planning controls within the South Warrnambool Study area predate the 2007 flood modelling. For a substantial portion of the study area planning controls were not updated based on the 2007 model.



Venant Solutions Pty Ltd was procured as a specialist consultant to complete the current model, which has also been peer reviewed by an independent 3rd party expert. In response to input from all parties, appropriate adjustments have been made to the model, sensitivity testing has been conducted, and Council officers are confident that the model is robust. Flood mapping which will be used to define proposed flood zones and overlays has been produced from the model, and been published for public consumption via Council's website.

Flooding and Local Government Responsibilities

Managing flood risk, particularly through the Planning Scheme, is an important local government responsibility. Flood mapping should be robust, correctly identify known flood risk, and provide clear guidance and transparency on potential constraints to land use. This is generally required via Clause 13.03-1S of the Warrnambool Planning Scheme, which identifies as a recommended strategy to "identify land affected by flooding, including land inundated by the 1 in 100 year flood event (1 per cent Annual Exceedance Probability) or as determined by the floodplain management authority in planning schemes". The directive to conduct detailed flood studies, and evaluate and communicate flood risks is then reinforced by the *Victorian Floodplain Management Strategy*, which points out that studies' "usefulness depends on their technical rigour". To support this technical rigour, local areas must account for the variety of flood inputs that are possible in their specific contexts. For example, coastal communities need to account for the effects of coastal inundation, including via the combination of storm surges and storm tides. As pointed out in the VFMS, "climate change will contribute to a progressive permanent increase in sea level that will increase the extent and duration of storm-induced coastal inundation". Therefore, the impacts of climate change including via sea level rise are an essential input into flood studies, and resultant mitigation strategies.

Sea Level Rise

The Victorian State Government's policy has been to plan for not less than 0.8 m of sea level rise (SLR) by the year 2100. The State Government has committed to revision of this policy via an action in the 2022 Marine and Coastal Strategy. An increase in the minimum amount of SLR to be planned for is anticipated by the general flood modelling and catchment management communities.

An important inclusion in the flood risk modelling has therefore been to account for up to 1.2 m of SLR, where this inclusion was supported by Council and GHCMA executives, as well as the expert flood modelling consultants involved in the investigation.

The Minister for Planning has recently directed Moyne Shire Council to amend its planning scheme to account for the effect of up to 1.2 m of sea level rise on flood risk at Port Fairy, consistent with the Planning Scheme Amendment exhibited by Moyne in 2022. Relevant precedent to support planning for the effect of up to 1.2 m SLR in the South Warrnambool has therefore been established.

The project has modelled a 0.8 m SLR scenario for comparison purposes. The exercise has shown that for the majority of the study area, the difference in flood impact between the two scenarios is relatively insignificant. See **Attachment 1**.

Australian Rainfall and Runoff (AR&R) - Version 4.2 (August 2024)

AR&R is a national best practice guideline document used for the estimation of design flood characteristics in Australia. The latest AR&R guidance was followed in the modelling undertaken for the study area. AR&R has recently been revised (officially published 27/Aug/2024) in response to already measured increase in rainfall intensity and to account for projected further increase in rainfall intensity as a consequence of climate change. Due to project delivery time constraints, the draft version of this guidance was used as an original input for this project. This resulted in a substantial increase in rainfall intensity (41%) above the baseline value for the Merri River catchment.

Where flood modelling will be relied on at a Planning Panels Hearing to implement new planning controls into a scheme, it must have regard to Victoria's planning policies including Clause 13.01 of the Warrnambool Planning Scheme (WPS), as well as to account for any significant effects which the amendment might have on the environment as outlined in Section 2(2B) of the Planning and Environment Act 1987 (the Act).

Between consultation and final publication, there was a subtle difference between the final published version of AR&R and the draft version that was used in the model. The independent model reviewer was consulted regarding the difference and concluded that the difference does not have a material effect on the mapping. The mapping is therefore consistent with requirements to use current best practice guidance and to plan for climate change.

Zones and Overlays

Flood related planning scheme provisions that currently apply to parts of the South Warrnambool Flood Investigation area include the Urban Floodway Zone (UFZ), the Flood Overlay (FO) and the Land Subject to Inundation Overlay (LSIO).

A purpose of the UFZ is, *“To identify waterways, major flood paths, drainage depressions and high hazard areas **within urban areas** which have the greatest risk and frequency of being affected by flooding.”* The UFZ seeks to protect the natural function of floodplain land in safely storing and conveying floodwater and **prohibits the construction of new dwellings**. An application to subdivide or for building or works requires a flood risk report and is to be referred to the relevant catchment management authority (GHCMA) under section 55 of the Planning and Environment Act (the Act).

A purpose of the FO is, *“To identify waterways, major flood paths, drainage depressions and high hazard areas which have the greatest risk and frequency of being affected by flooding”*. It is applied to areas where flood waters are deep and fast moving to the point where they are considered a significant safety risk, particularly for vulnerable individuals. An application to subdivide or for building or works requires a flood risk report and is to be referred to the relevant catchment management authority under section 55 of the Act.

A purpose of the LSIO is, *“To identify **flood prone land** in a riverine or coastal area affected by the 1 in 100 (1 per cent Annual Exceedance Probability) year flood **or any other area** determined by the floodplain management authority”* (GHCMA). It is generally applied to areas where flood waters are relatively shallow and slow moving such that they are not considered a safety risk. An application to subdivide or for buildings and works within this overlay is required to be referred under section 55 of the Act to the relevant catchment authority.

In preparing planning scheme amendments relating to flood studies, Councils are generally guided by Planning Practice Note 12 (Applying the Flood Provisions in Planning Schemes, DTP June 2105). Here, the variety of ‘tools’ as described above are outlined, and the direction is for “the level of planning control in each provision [to be] commensurate with the potential flood risk”. Additionally, planning controls are not designed to address the cause of flooding, or accommodate mitigation measures, but simply to describe the way future land use and development will impact or be impacted by flooding.

Additional to the above, it needs to be recognised that the purpose of the LSIO and FO is to establish a trigger for consideration of the risks associated with development of flood-prone land, both in the property ownership transfer process (Section 32 disclosures) and in the statutory development approval process.

In some instances, development of a property creates risks to property occupants and/or emergency service personnel, because it cannot be accessed safely during floods, rather than because it is inundated with flood water. Such land is commonly referred to as a “flood island”. People trapped on flood islands are cut off from essential and emergency services. Research shows that the risks of death or injury (including to emergency service personnel) during floods is raised significantly when people are trapped in these circumstances. It is therefore appropriate to apply the LSIO to properties that may be high and dry during a flood, but will be cut off from essential and emergency services. Application of an overlay in the planning scheme establishes the requirement to obtain a planning permit for development, which consequently ensures the risks posed by flooding of the accessways to a property are considered prior to a development being approved.

This consideration is done by the CMA following mandatory referral of the permit application to the CMA. In other words, not all land covered by a flood risk related overlay is necessarily going to be inundated during a flood. Such property falls under the “*or any other area determined by the floodplain management authority*” umbrella.

Flood control boundaries are generally defined by the extent of the 1% Annual Exceedance Probability (AEP) flood. This is a flood which has a 1% chance of occurring in any given year (equivalent to a 100 year average recurrence interval). The cutoff between LSIO and FO or UFZ is defined by the depth and velocity of flood water based on advice published in AR&R and given by the GHCMA.

Issues

The South Warrnambool 1% AEP mapping suggests that some vacant lots in the study area may no longer be appropriate for development, or that the type of development needs to be limited in order to mitigate risk to life and property. For some of these lots, no formal planning mechanism currently exists to alert owners or potential purchasers of the flood risks and limitations associated with the land. Addressing this issue is therefore a high priority and this will be achieved by updating the planning controls (zones and overlays) informed by the new flood mapping.

A number of these vacant lots have been created by relatively recent subdivisions. These subdivisions were approved based on the best information available at the time of subdivision. Council is and will continue to work with GHCMA, our expert flood modelling consultant, individual property owners and their designers, developers and other stakeholders to design solutions which will then enable homes to be constructed safely on these newly created lots. Again, the purpose of this report and its associated recommendations is not to deal with all future statutory planning applications, but only to recommend adoption of the model and preparation of the associated planning scheme amendment.

The flood investigation has shown that there is a significant amount of residential land at risk of flooding which currently has no flood-related planning controls. For that land, there is no mechanism upon which an application for subdivision or development must be referred to the GHCMA for comment, nor is there a requirement that an assessment against flood risk be undertaken. To illustrate, refer to the yellow areas in **Attachment 2** where there are no existing flood related planning controls within the 1% AEP flood boundary. There is therefore a risk that a landowner may obtain permission to develop in an area subject to potential flooding prior to the imposition of the appropriate flood-related planning controls. As it is likely to take upwards of 12 months to implement substantive changes into the WPS via a planning scheme amendment, in the meantime, Council must mitigate against this risk of unsafe development. Consequently, this report also recommends the implementation of an interim overlay to mitigate the risk of unsafe development until the permanent controls are exhibited and confirmed.

Legal Framework

The 1% AEP flood mapping (**Attachment 3**) was published on Council’s website and presented at a community meeting late last year. Once published, it is considered ‘the best available’ flood data, and GHCMA is directed by policy to use this data when assigning building floor levels and responding to flood-related referral enquiries. Specifically, Planning Practice Note 11 (Applying for a Planning Permit under the Flood Provisions) points out:

If accurate flood information is available, the level of flood risk should be reflected in the type of flood provisions that have been applied to the land. Where accurate flood information is not available, but the land is known to be subject to inundation, flood risk should still be considered in decision-making (p2).

As this is an identified risk, it is important to outline the current process and legal framework in Victoria, as there are many other Councils in similar positions with flood studies at various stages of completion, and associated risk to manage while information flows to respective planning schemes. The Victorian Civil and Administrative Tribunal has heard and decided on a number of recent matters involving flood studies, and generally relies on a landmark case from the 1980s which sets out the notion of a ‘seriously entertained planning proposal’ (*Lyndale & Black Pty Ltd v MMBW and Shire of Melton* (1983) 1 PABR 207). As a broad summary, there are a number of criteria or points of guidance to determine whether a particular document or background study is sufficiently advanced enough in a robust planning process for it to be given weight when deciding on planning matters.

As this is a broad philosophical concept used across planning law, it is not specifically designed to deal with flooding matters. Conversely, in a much more contemporary decision (*Laneway Developments Pty Ltd v Melbourne CC [2024]*), the Tribunal upheld a refusal where there weren’t yet controls, but an “acknowledged existence of a known flood hazard”. In any event, while the risk is identified in the appropriate section below, the purpose of this report is to recommend that due process continues, where the merits of the model can be appropriately tested and progressed to having clear status as a seriously entertained proposal.

Other Flood Investigation Project Outputs

Other important project outputs include flood damages estimation, pre-feasibility structural mitigation options analysis, emergency management information and flood warning analysis. Structural mitigations are physical works constructed to mitigate flood risk; levies, flood gates and by-pass channels are some examples. In consultation with the community, three combinations of structural mitigation works were selected for pre-feasibility analysis. Each of these three mitigation options were input into the flood model to determine their impact on flood behaviour, particularly, how many dwellings the option would save from above floor flooding. Note that when you lessen flooding in one area, there is always an increase in flooding somewhere else. Each option was therefore tested to make sure it was not worsening the flooding to any existing dwellings. A high-order construction cost has also been calculated for each option.

The costs of flood damage within the study area have been estimated for the 1% AEP flood, and for various other design floods using industry accepted methodology. The cost of damages if each mitigation option is implemented is calculated using the same methodology. The difference in the cost of damages before the option is implemented and the cost of damages after the option is implemented quantifies the benefit for that mitigation option. A benefit-cost ratio is then calculated as a way of judging the effectiveness of options and comparing options. Refer to the project summary report (**Attachment 4**) for further details and the results from the analysis.

The project has produced a number of outputs for inclusion in the Municipal Flood Emergency Plan including flood intelligence cards, property inundation tables/maps and road inundation tables/maps. For each design flood event, these outputs advise emergency management personnel what actions to take at particular properties and roads when flood gauge levels reach particular triggers. These outputs therefore represent an important non-structural flood risk mitigation measure. Refer to **Attachment 4** for further details.

Flood warning systems can represent very effective non-structural flood risk mitigation measures. They warn the community and emergency management personnel of an advancing flood peak so that decisions about defence of property and evacuation to preserve life can be made in time to be effective. However, these systems are not effective in all catchments. The lower Merri catchment has been analysed with reference to flood warning as part of this investigation. The analysis concluded that a flood warning system would be effective in South Warrnambool and Dennington. Refer to **Attachment 4**.

Flood Mitigation Work in Progress but Outside Scope of Investigation

A web-based community flood information portal can display detailed information on various design floods relative to specific floor levels and referenced to real-time flood gauge measurements. This portal can:

- Allow people to make informed decisions with respect to flood risk about property purchases and about making the property they already own more flood resilient.
- Allow people to see a flood peak approaching on the portal and decide if they need to take action to defend their property, or to safely evacuate.
- Address far more flood enquiries than Council and emergency services staff could hope to address in an emergency. For example, a portal operating in the City of Greater Shepparton took more than 10,000 enquiries in a single day during a recent flood.

Since publishing the flood mapping, Council has an in-principal agreement with a provider to implement the updated model data into a fit-for-purpose portal. The GHCMAs have similarly agreed to use and contribute to the model, signalling its widespread adoption for all Councils in the catchment area.

There is a significant number of existing and proposed new homes which require safe access for emergency services, and for escape as a consequence of inundated roads. Since publishing the flood mapping, Council has signed a Memorandum of Understanding with the Warrnambool Golf Club for the establishment of an emergency access track which will be available to residents of Younger St and O'Brien St. Council is currently also investigating the use of the Foreshore Promenade as an emergency access route for properties in the Stanley St area. Council is also assisting a body corporate of the Oceanex development to establish a safe emergency access for a number of properties in that development.

Very recently, Council has also commissioned additional modelling work to investigate the use of cut-fill balancing to enable homes to be constructed on newly created Oceanex properties. If shown to be feasible, much of the required balancing cut would be made from Council owned vacant land nearby.

All of these measures are being conducted outside of the scope of this specific project, but outlined here for information purposes.

Future Mitigation Works

The adoption of this report certainly does not represent the end of Council's flood mitigation work for the South Warrnambool and Dennington Communities. There are a number of other pieces of future work that can be employed to reduce risk. For example:

This Investigation has performed pre-feasibility analysis on the benefit/cost of three combinations of structural mitigation works (**Attachment 4**). None of these three options produced a high benefit-cost ratio; however, social and other intangible benefits are not included in this calculation. It may still be worthwhile to perform detailed feasibility studies on one or more options, despite all three options involving significant excavation in areas of environmental and cultural heritage significance. These 'costs' have also not been included in the pre-feasibility analysis.

Even if the implementation of a full option is not feasible, certain components of options if analysed in isolation may display a meaningful benefit cost ratio, and lesser environmental, cultural, or social impacts than the whole option.

There will likely be other small-scale structural mitigation concepts not included in the three options analysed by this study which may also be worthy of further investigation. They may be shown to be cost effective in protecting small pockets of existing dwellings.

The Flood Warning Feasibility Assessment which was conducted as part of this investigation has made a number of prioritised recommendations which Council could implement over the coming years (**Attachment 4**). These actions are all non-structural measures which would reduce risk to life and property by providing the community with better flood warning services.

Property Values and Insurance Implications

Council has been made aware of various levels of worry from landowners about the impact of the Investigation on their property value and on their ability to obtain affordable and suitable insurance. These concerns are not confined to this municipality, with many Australian LGA's grappling with the financial implications of flood-related climate change impacts. As such, the Insurance Council of Australia (ICA), in collaboration with Floodplain Management Australia (FMA) have produced a series of factsheets to assist with community enquiries.

To quote one of these factsheets:

Many factors affect the property market and the individual choice of buyers, including interest rates, the health of the economy and the desire to live in a particular location. Studies on the value of properties in flood-affected areas here and overseas show some consistent patterns:

- *There is already a discount built into the market for properties that are known to flood*
- *Even in known flood areas, other factors such as aspect, views, and direct water frontage are strong drivers of value*
- *In some particular cases prices may drop after a major flood or other disaster (typically five to 10 per cent) but generally recover after one or two years*

(Source: <https://www.floods.asn.au/site/flood-insurance-fact-sheets>)

Undoubtedly, as climate change increases the probability of flooding the overall costs of insuring against flood risk will also increase where that cost will be borne by the aggregate number of insurance holders. Presumably, some financial impacts may relate only properties known to be at particularly elevated levels of risk; insurance companies may also refuse to ensure properties they assess as having an excessive level of risk.

Interestingly, flood insurance has only been widely available in Australia since about 2009. Prior to that, information about flood hazards in Australia was considered so poor that most insurers were unwilling to provide insurance.

Modern insurers now use data from a variety of sources including historical flood measurements, Federal, State and Local government studies, the Insurance Council of Australia's (ICA) National Flood Information Database and through their own research. If councils are able to provide insurers with clear, up to date information they can be more accurate in their risk assessment.

Again, the purpose of this report is confined to the recommendation to adopt the model, where the basis for that recommendation is set out in earlier sections. While these ancillary impacts are noted for reference, property values and insurance rates are not matters which should impact the creation and reliance on accurate flood investigations.

Moyne Shire Participation

Referencing Figure 1 and the mapping in the report attachments, the Study Area extends well beyond the Warrnambool City Council boundary and west into Moyne Shire. Moyne strategic planning staff have been included on the Project Reference Group for the Investigation and have been kept abreast of project progress from inception.

When Council prepares its application to amend the WPS to align with the Investigation, Council can offer Moyne Shire the opportunity to amend their Planning Scheme as part of the same application. Whether or not Moyne Shire Council participates in future processes will not represent any barrier or delay to Warrnambool City Council's application.

Financial Impact

The South Warrnambool Flood Investigation has been funded by the Risk and Resilience Grants Program which is administered by Emergency Management Victoria (Department of Justice and Community Safety). A portion of this grant funding was provided by the Australian Government under the National Partnership Agreement for Disaster Risk Reduction.

As the flood model was being built and refined, there have been some additional costs associated with incorporating the AR&R climate change revisions into the model and with extending the model boundary upstream of the Dennington Bridge. These costs have been absorbed within the contingency amount in the original project budget, and within the City Strategy & Development operational budget.

After the model was completed, some additional work was required to produce the comparison of the 0.8 m and 1.2 m SLR scenarios. Additional work is also underway to investigate the use of cut-fill balancing to enable homes to be safely and practically constructed on some of the newly developed residential lots discussed above. While Council is devoting time and officer resources to this cause, it is not anticipated that Council will fund individual development works.

There is no immediate financial impact as a consequence of the information contained in this report. There is, however, a risk of future financial impact to Council. See Legal Risk / Impact section below.

The Planning Scheme Amendment which will flow directly from the Investigation, including the implementation of interim flood controls will require additional funding. Department of Transport and Planning (DTP) have confirmed that they have allocated funds to Warrnambool City Council in their FY24/25 funding allocation for this work through their Regional Flood-Related Amendments Program.

Legislation / Policy / Council Plan Context

2 A Sustainable environment

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

4 A connected, inclusive place

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

Timing

The application process for interim or permanent flood-related planning controls requires that the Investigation has been formally adopted by Council. It is anticipated that after the Investigation has been adopted by Council it may take several months before the interim flood controls will be implemented, at the discretion of the Minister for Planning.

Simultaneously, Council Officers will prepare the application documentation required to implement a permanent amendment to the Warrnambool Planning Scheme. The amendment process will include:

- Exhibition and the acceptance and consideration of submissions,
- a resolutions component,
- consideration of unresolved submissions by either a Planning Panel or Standing Advisory Committee (both involve an independent group of relevantly experienced practitioners appointed by the Planning Minister).

For a complex amendment such as this one, this process often takes in excess of 12 months.

Concurrently, with the implementation of the planning controls Council will continue to investigate and implement other structural and non-structural measures to mitigate against the flood risks identified by the Investigation.

The Flood Related Amendments Standing Advisory Committee (SAC) was appointed by the Minister for Planning in 2023. The committee has been asked to provide advice to the Minister, councils and catchment management authorities on specific matters referred to it regarding the implementation of flood studies and any associated draft planning scheme amendments. The committee is intended to enable quicker and more consistent decisions for the implementation of flood-study-related planning scheme amendments. The initiative is designed to complement the Victorian Government's flood-recovery response to the devastating effect of recent floods.

It is at the discretion of individual LGA's to choose to use the SAC or a conventional Planning Panel, where it is Officers' recommendation to pursue the SAC pathway.

Community Impact / Consultation

Engagement with the community and stakeholders in order to understand their experiences of flooding has been an important aspect of the Investigation. Data collected from the community and stakeholders has been used to calibrate and verify the flood model.

The investigation commenced in November of 2022 with an on-line community survey and a 'listening post' drop-in session to gather historical flood information to use as a foundation for initial modelling.

In June of 2023 the draft model was complete. At this point an open community meeting was conducted to explain the modelling process, present the draft mapping and gather further historical information and feedback from the community. Important additional information was provided by community members at, and after, that meeting which was used to further refine the model.

In November of 2023, a further open community meeting was held to present mapping based on the revised model. An important focus of this meeting was to discuss and obtain community feedback on various options for structural flood mitigation works. Based on community input from this meeting a number of options were identified for further pre-feasibility cost-benefit analysis.

For each of these engagement activities, letters were sent to the owners and occupiers of properties which could potentially be affected by flooding within the study area (including properties in Moyne Shire). The letters provided details on how to participate in each part of the community engagement process. In addition to the letters, notices were placed in the Standard, on Council's website and on social media.

In July of 2024, after it was decided to extend the model boundary upstream to better understand flood risk in Illowa and North Dennington, property owners and occupiers in the model extension area were notified via letter and invited to provide flood history information, and to ask questions about the investigation. As a result, further information about past flooding was gathered to validate the model in the extended area.

When the flood mapping was complete, it was published on Council's website and another community meeting was held in December of last year. Community members were notified of the publication and meeting in the same manner as for previous meetings, with over 1800 letters being posted for this meeting. The focus of the December meeting was the presentation of the 1% AEP mapping, as well as the results of the pre-feasibility analysis of the mitigation options. The meeting, including questions and answers, was recorded with the recording posted on Council's website.

Subsequent to the December community meeting City Strategy staff have been responding to calls, correspondence, and meeting requests from various community members. Common issues raised include:

- Doubts about the viability of constructing dwellings, and concerns about delays in obtaining planning and building permission, on recently subdivided vacant lots,
- Loss of land value, and insurance viability concerns,
- Use of 1.2 m SLR before State Policy has been officially confirmed,
- Use of climate change to the year 2100,
- Loss of development potential and impact on developer contributions,
- The significant difference in the current modelling when compared to the 2007 modelling.

Staff have approached these interactions with the objective of understanding the various concerns the Investigation has raised for community members, explaining how those concerns are being addressed where appropriate, and developing ideas for how they might be addressed in future.

These interactions are not part of a formal consultation process. As indicated previously in this report formal engagement will occur as part of Exhibition during the Planning Scheme amendment process, and will involve public review, the acceptance and assessment of submissions, and resolution of objections in accordance with the Planning and Environment Act.

Legal Risk / Impact

Managing flood risk, particularly through the Planning Scheme, is an important local government responsibility, and legislated through the Planning and Environment Act. Flood mapping should be robust, correctly identify known flood risk, and provide clear guidance and transparency on potential constraints to land use.

The South Warrnambool Flood Investigation has been prepared in line with relevant floodplain legislation and requirements, the Warrnambool Planning Scheme and the Planning and Environment Act 1987, including all relevant Directions and Practice Notes. The mapping is fully “climate ready” according to the current state of knowledge, as is required prior to a planning scheme amendment.

When the Planning Scheme is updated, some properties in the study area which were previously not covered by flood controls (or by ‘lesser’ controls) will now be covered by new or increased controls. Many in the study area believe that their property value will be reduced as a consequence of the Investigation. Others are concerned that their ability to get flood insurance will be reduced and/or their insurance premiums will become unaffordable as a consequence of the Investigation. Some in the community are concerned by the reduction in development potential for their land. Some landowners may therefore attempt to make claims against Council for perceived or real losses incurred as a consequence of the Investigation. They may seek to discredit the methodology used to conduct the flood investigation. There may be some financial and/or reputational cost incurred in defending the technical rigor of the investigation against these claims.

Council's Statutory Planning Unit has been fully briefed on the proposed new overlays. Therefore, until the planning scheme amendment is gazetted, any applications for planning permits for sites which are known to be at risk of inundation will be referred to the CMA under Clause 52 of the Warrnambool Planning Scheme. The CMA will, therefore, be able to provide an opinion as to if a permit should be granted, and if so what special flood resilience conditions should be placed on the permit.

However, there may be developments on land which currently has no LSIO or FO, but, which we now know to be flood-prone, that do not trigger a planning permit. There is no means to control these developments until an interim flood control is implemented.

Officers' Declaration of Interest

None declared.

Collaborative Procurement

Not applicable.

Conclusion

The South Warrnambool and Dennington Flood Investigation has been completed in fulfillment of Council's obligations with regard to responsible development planning, emergency management, risk management and climate change resilience. The Investigation has been conducted by an expert in the field under the supervision of GHCM and Council and in accordance with the most up-to-date, best practice technical guidance available. The resultant flood model has been subjected to a rigorous peer review process by an independent third party expert in the field.

It is recommended that Council formally adopt the Investigation in order to proceed with implementing flood-related planning controls to ensure that the Warrnambool Planning Scheme operates with the best available, climate-ready information.

ATTACHMENTS

1. South Warrnambool and Dennington Flood Investigation - Appendices [7.1.1 - 3 pages]
2. R. M 00407.005.01 Summary Optimized [7.1.2 - 144 pages]

7.2. Youth Strategy (Warrnambool & Moyne) 2025 - 2030 Council Adoption

DIRECTORATE: Community Development

Purpose:

This report provides information on the development of the joint Moyne Shire Council and Warrnambool City Council Youth Strategy 2025-2030 and to provide context for the adoption of the Strategy by Council.

Executive Summary

Warrnambool City Council (WCC) and Moyne Shire Council (MSC) have collaborated to produce a joint Youth Strategy (the Strategy) that crosses municipal boundaries. The aim of the Strategy is to enable Council to take a proactive approach in engaging young people in Warrnambool, who make up over 15% of Warrnambool's population. It includes an action plan, which identifies joint and individual Council's actions and responsibilities. The strategy will set the direction of Council's work in collaboration with young people and other stakeholders.

Future Tense were engaged as consultants to facilitate the Strategy development through a joint procurement managed by MSC.

A Youth Co-Design Panel was established, comprising of 20 young people (10 Warrnambool, 10 Moyne). The panel met throughout the process to shape and guide the development of the strategy.

On 25 Nov 2024 Council released the draft Youth Strategy for public comment between 11 Dec 2024 and 8 Jan 2025. Submissions were received from:

- Let's Talk Australia - Abbi Power
- Youth Advisory Council Victoria - Karen Walsh, Brit Watts and Derm Ryan
- WRAD - Mark Powell

Where appropriate, changes were made to the Strategy because of these submissions.

RECOMMENDATION

That Council adopt the Moyne and Warrnambool Youth Strategy 2025-2030.

Next Steps

1. The Strategy be adopted by Council on the 3 March 2025.

Background

The Victorian State Government's Youth Strategy defines young people as those between 12-25 years. Council offers over 30 services to the community which have a direct impact on the lives of this cohort.

Developing a youth strategy aligns with the Warrnambool 2040 Plan, Victoria's Youth Strategy 2022-2027 and the Victorian Local Government Partnership project, "Leading the Way, Engaging Young Voices for Change" which is implemented in conjunction with VicHealth. The Youth Strategy is also expected to provide input into future Council Plans and strategies.

A briefing paper submitted to Council in April 2024 outlined the youth strategy development process in collaboration with MSC. This process is managed by MSC. It noted that young people in the region do not live their lives by LGA boundaries. Warrnambool and Moyne are not seen separately from the viewpoints of young people and the two are not distinguishable for them. Many young people live in one municipality but access services, recreation, education, or work in the other. From this perspective, a collaboration between Warrnambool and Moyne Councils allowed for better engagement with young people across municipal boundaries. A joint strategy also prevented over consultation of the region's young people, combined resources and strengthened Council's partnership with Moyne Shire Council.

A briefing paper submitted to Council in September 2024 outlined the engagement with young people and adults in their lives, along with the findings. Future Tense presented the Context and Engagement report. This report contains details of the investigation, key findings and next steps. Refer attached.

Direct conversations were had with 271 young people and 126 adults in young people's lives across 41 engagement activities. Online surveys gathered input from 389 young people and 69 adults in young people's lives.

Preliminary findings from the engagement process were shared with stakeholders, which also included 12 support service providers who work with young people and staff from the two Councils.

Key findings from the overall engagement reveal that:

- Young people love the region
- Hanging out in-person is the most valued type of connection
- Young people are looking for a sense of belonging
- The weight of the world hangs heavy on young people
- Issues around transportation have a huge impact
- Young people are disconnected from opportunities and resources, and
- Programming often misses the mark.

Issues

The community engagement findings were considered by the Youth Co-design Panel and used to draft the Youth Strategy for MSC and WCC, then workshopped with individual council staff to further develop the action plan.

The 3 areas of focus identified in the strategy are:

1. Creating better spaces and places

Provide spaces for young people to feel comfortable, engage with their peers and increase their visibility in community life.

2. Improving accessibility and encouraging participation.

Enable young people to participate and access opportunities to enhance their quality of life through improvements to transportation, greater visibility of assets, better connection to employment opportunities, and smoother processes for accessing resources.

3. Fostering belonging and acceptance.

For young people to feel safe and free to express their ideas and identities by celebrating young people's activities, interests and achievements. The goal is to create a supportive environment where young people can thrive.

An Action Plan has been created that reflects the wants and needs of the region's young people. This is included in the Strategy.

Financial Impact

The engagement of Future Tense consultants has cost \$50,000 which is shared equally with the Moyne Shire Council and has been managed through allocation of costs recovered through grant funding.

In addition, participants in the youth co-design panel are being remunerated for their time, expertise and services. Council is contributing an estimated \$8,000 from the State Government's Youth Engage! Funding.

The graphic design company Hours After has been engaged to develop the final document. Council is contributing \$7,805 from the State Government's Youth Engage! funding.

A Project Control Group, consisting of Council officers from Warrnambool and Moyne Shire, are overseeing the project and has representation from key external stakeholders, Youth Affairs Council Vic (YACVic) and the Department of Premier and Cabinet.

A budget request of \$15,000, to implement the Strategy, will be considered through the Warrnambool City Council 2025-2026 budget development process.

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.

1.2 Engage with the Aboriginal community: Council will pursue improved partnerships and meaningful engagement with Aboriginal people to grow opportunities and better outcomes for Aboriginal people.

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.

1.5 Recreation, arts, culture and heritage: Council will support opportunities to participate in a wide range of recreational, arts and cultural programs that promote activity, wellbeing, diversity heritage and which increase community connectedness.

1.6 Community learning pathways: Council will support and encourage lifelong learning that helps build community resilience and preparedness for change.

2 A Sustainable environment

2.1 Natural environment: Council will enhance open spaces and infrastructure that support a healthy community, wildlife, flora, fauna and biodiversity.

3 A strong economy

3.2 Emerging industries: Council will encourage emerging industry sectors that contribute to Warrnambool's economic growth and diversity.

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.

5.7 Effective advocacy: Council will pursue effective advocacy by providing compelling materials for desired support and funding for community priorities through establishing strong relationships with other levels of government, strategic partners and key stakeholders

Timing

Warrnambool City Council and Moyne Shire are pursuing a joint development process for the Youth Strategy. The timeline for the review and adoption of the strategy is outlined below.

	Warrnambool City Council	Moyne Shire
Executive Management Team Presentation	4 Feb 2025	3 Feb 2025
Informal Council Presentation	17 Feb 2025	11 Feb 2025
Council Adoption	3 Mar 2025	25 Feb 2025

Community Impact / Consultation

Extensive consultation was undertaken as part of the engagement process between June and August 2024. The diverse group of people engaged across two stages of the engagement process include:

1. Diverse range of young people from the following cohorts:

- First Nations youth
- Multicultural youth
- Disabled youth
- Youth at risk of homelessness
- Neurodivergent youth
- Youth struggling with mental health

- Sports-focused youth
- Creative youth
- The 'young ones' (12–14 years)
- Senior high school students (15–17 years)
- Young adults (18–24 years)
- Higher education students
- Young people out of or struggling to access school
- Queer young people
- Rural and remote youth
- Unemployed youth
- Those in care and custody
- Young parents
- Gap year crew
- Lower socioeconomic young people
- Gamers (tabletop, RPG, digital)
- Youth struggling with substance issues
- Tradespeople

2. Council staff.

3. Service providers.

Further internal consultation was undertaken between 21 October and 25 October to gain insight from across council into the proposed action plan.

The draft Strategy was released for public consultation and review between 12 December 2024 and 22 January 2025.

Feedback was received from the Youth Advisory Council of Victoria, Let's Talk Australia and WRAD.

Responses to the draft report centred on several issues including:

- Lack of reference to Child Safe principles in the delivery of services.
- Failure to identify sections of the youth community which the Strategy could focus on.
- Insufficient context regarding demographic and social issues within the Strategy.
- Absence of reference to mental health issues or initiatives.

After deliberation Council officers address these concerns by:

1. Expanding the introduction to:
 - Add the number of young people in the two LGAs;
 - Reiterate the Strategy is designed to focus the councils' activities to create better outcomes for young people (including listening to them)
 - State the intention to support the work of the youth sector
 - Add an acknowledgement of young people and their diversity
 - Confirm support of child safe standards, and
 - Identify and thank the participants in the Project Control Group and Councilors.
2. Add specific mention of mental health challenges, diversity and accessibility at key points throughout the document.
3. Add a link to the context report at the end of the 'How we developed this strategy' section (pages 8 & 9).

4. Improve the introduction to 'The councils' role' section (pages 14 & 15) to be clear about the key ways Council can support young people and the youth sector in its service delivery work.
5. Add a closing paragraph to the 'Areas of focus' section (pages 16 & 17) to explain how action in these areas will contribute to overcoming mental health, connection and accessibility challenges.

In considering these changes, Council officers were cognisant of what Council can control and what they can influence.

Legal Risk / Impact

There is no risk to Council. Adoption of the Strategy will inform the Council plan and allow for actions to be built into department work plans.

A gender impact assessment has been completed for this project.

Officers' Declaration of Interest

No conflict of interest exists.

Collaborative Procurement

A collaborative procurement was undertaken with MSC to develop the Youth Strategy with equal resource contributions. The procurement is managed by Moyne Shire Council.

Conclusion

The development of a Youth Strategy provides young people with the platform they need to be heard, so we in local government can listen and with clear direction support them to thrive. Collaboration with Moyne Shire Council produces an inclusive document that transcends municipal boundaries. Following thorough stakeholder and community consultation and an opportunity for public comment, the Youth Strategy 2025-2030 is ready to be adopted by Council.

ATTACHMENTS

1. Feb 2025 - Youth Strategy Full V 14 [7.2.1 - 17 pages]
2. Youth Strategy Context and Engagement Report 240829 [7.2.2 - 38 pages]
3. Gender Impact Assessment - Youth Strategy 2025-2030 [7.2.3 - 9 pages]
4. Combined feedback from public commentary - Youth Strategy [7.2.4 - 8 pages]

7.3. Planning Scheme Amendment C220

DIRECTORATE : City Growth

Purpose:

This report summarises the recommendation to seek authorisation from the Minister for Planning to prepare a planning scheme amendment. The proposed amendment combines three heritage related matters:

- Apply permanent heritage controls to 2 Mortlake Road, Warrnambool,
 - Review the extent of HO145 and realign its map boundaries affecting two lots (83 Raglan Parade and 71 Raglan Parade), and
 - Combine the Heritage Guidelines (Warrnambool City Council, 2015) as an appendix with the Warrnambool Heritage Guidelines and Precinct Statement of Significance (Grieve Gillett, 2012) based on the recommendation from the Warrnambool Planning Scheme review report (Version 1.2, 2023, p.21) and incorporate the updated version into the Warrnambool Planning Scheme.
-

Executive Summary

- The site at 2 Mortlake Road was identified as locally significant following a 2010 heritage assessment. However, despite being included on the indicative list of the Warrnambool Heritage Gap Study adopted by Council at the time, the property did not get included in the final list of properties that were applied with a heritage overlay.
- A current assessment confirms that the building's condition does not diminish its historical and associative significance, warranting heritage designation, which requires a planning scheme amendment to include the address in the heritage overlay.
- The amendment also seeks to review the extent of the heritage overlay for existing HO145 relating to a dwelling now located at 1A Reginald Grove, Warrnambool. This review was recommended by the Eastern Activity Centre Structure Plan (EACSP) to correct a mapping anomaly by more accurately applying the overlay to the areas of significance at 71 Raglan Parade.
- The amendment proposes to consolidate the Heritage Guidelines (Warrnambool City Council, 2015) with the Warrnambool Heritage Guidelines and Precinct Statement of Significance (Grieve Gillett, 2012) and incorporate the updated version into the Warrnambool Planning Scheme. This action is supported by the Planning Scheme Review Report (2023) and anticipated by Clause 74.02 of the Warrnambool Planning Scheme.
- The amendment also recommends:
 - o Incorporating the document into Clause 72.04 as an Incorporated Document.

RECOMMENDATION

That Council:

1. Pursuant to Section 8A of the *Planning and Environment Act 1987*, request authorisation from the Minister for Planning to prepare a planning scheme amendment to apply heritage controls to 2 Mortlake Road, Warrnambool, review the extent of HO145 and realign its map boundaries, and to insert Heritage Guidelines (2015) as an appendix to the Warrnambool Heritage Guidelines and Precinct Statement of Significance (2012) and incorporate the updated version into the Warrnambool Planning Scheme.
 2. Following authorisation from the Minister for Planning in accordance with Section 9 of the *Planning and Environment Act 1987*, prepare and exhibit an amendment to the Warrnambool Planning Scheme to introduce associated policy and material ordinance and mapping changes into the Warrnambool Planning Scheme.
-

Background

2 Mortlake Road

In September 2024, Council's Municipal Building Surveyor became aware of temporary fencing installation and the removal/temporary boarding of windows at 2 Mortlake Road. At that time—and as of the writing of this report—no application for demolition under Section 29A of the Building Act 1993 has been submitted. Council has now made contact with the landowners, and the works are identified as part of a refurbishment process. Council is liaising with the engaged architect to ensure that the renovations do not adversely impact the heritage significance of the property.

The land in question is within the General Residential Zone (GRZ1) and is not currently covered by any overlays, including heritage controls. Following a public inquiry, Council officers reviewed the site's history and confirmed that it was previously assessed in a 2010 heritage review by Council's heritage advisors. Despite the property being included on the indicative list of the Warrnambool Heritage Gap Study adopted by Council in 2010, the property did not get included in the final list of properties that were applied with a heritage overlay.

The 2012 assessment (Grieve Gillett Working Sheet assessment, Warrnambool 3B Heritage Assistance Project) concluded that "the cottage [was] not considered of sufficient integrity to illustrate importance as an 1850s 'town residence.'" Heritage assessments typically evaluate sites against criteria such as historical, representative, technical, and associative significance. The 2012 review determined that the property should not be included in the indicative list, as the heritage fabric was no longer legible, and its original farmstead context had been lost.

However, additional research has since revealed that the historical significance of the site may have been previously misunderstood. New findings, supported by input from the Warrnambool Historical Society and local research, suggest that the structure could be the oldest remaining residence in Warrnambool. Historical records trace its origins to James Lyall, who offered "Kerry Lodge" for sale in 1857. The structure has also served various non-residential purposes over time.

On this basis, the current heritage advisor re-visited the site in 2024 to confirm a revised view that the structure has a high level of historical significance, where that representative significance is not unduly affected by the physical presentation of the structure, specifically via either the state of the current fabric or the changes in context over time (e.g. the surrounding development or construction of the roundabout).

Napthine Residence, HO145 and affected lots (83 and 71 Raglan Parade)

The second matter relates to the review of Heritage Overlay (HO145) which currently exists over two lots located between Raglan Parade to the north and the railway to the south. This area falls within the Residential South Precinct of the Eastern Activity Centre Structure Plan (EACSP) and is designated as a growth area under Clause 02.03-1 of the Municipal Planning Strategy. Both lots are zoned General Residential Zone (GRZ) and are subject to a Development Plan Overlay (DPO14). Schedule 145 of Clause 43.01 identifies the site as the 'Former Napthine Residence', with the heritage overlay currently covering the entire lot previously referred to as 83 Raglan Parade and extending into the adjacent property at 71 Raglan Parade. The overlay spans the entire common boundary between the two sites, extending approximately 17.5 metres east. It is noted that the lot known as 83 Raglan has since been subdivided via approved planning permit PP2021-0063, where the dwelling site has been excised and is now referred to as 1A Reginald Grove.

The merits of retaining or revising HO145 over 83 Raglan Parade are evaluated against key planning documents, including:

- Eastern Activity Centre Structure Plan (EACSP, 2016 amended 2020)
- The objectives and requirements of Schedule 14 of Clause 43.04
- Approved Development Plan DP2024-0001
- Council Heritage Advisor's recommendations

This assessment ensures that heritage protection aligns with broader strategic planning objectives while considering the site's development potential.

The Heritage Overlay (HO145) applies to the identified lots to protect the significant features of the heritage villa known as the Napthine Residence (Huntingdale). The Statement of Significance for this property is included in a document from the City of Warrnambool Historic Buildings Register, dating back to circa 1982. This document states that the dwelling was constructed in 1886 and designed by architects Jobbins & McLeod, with a later west-wing alteration. While the residence is listed in the Warrnambool Planning Scheme, it is not included in the Victorian Heritage Register. A copy of the Statement of Significance is attached (see **Attachment 1**).

The residence represents an evolution of the asymmetrical villa pattern designs of its era and holds a commanding view over Princes Highway. Historically, access to the house was provided via two routes:

- A tree-lined driveway from Raglan Parade (north)
- A secondary access route from Reginald Grove (west)

According to the Town Planning Report for the two-lot subdivision (Myers Planning, 2021), the extensive vacant area of the site (Lot 2, Fig. 1) is not mentioned in the heritage citation, nor is the tree-lined driveway associated with the Raglan Parade crossover. This presents challenges in justifying heritage overlay protection for the driveway as an integral part of the dwelling. However, the report states that a sufficient curtilage will be retained around the heritage building, including the 'circular approach' segment of the driveway referenced in the citation. Additionally, the proposed common boundaries between Lot 1 (containing the heritage dwelling) and Lot 2 have been designed to maintain an appropriate setting for the residence.

Council's Heritage Advisor has indicated that the original (existing) access from Raglan Parade will be retained to serve Lot 2, which is expected to be the subject of a future subdivision application. This subdivision aims to create a residential estate with a density similar to the surrounding suburbs. However, the gate and avenue of trees lining the Raglan Parade driveway are not identified as significant under the Heritage Overlay (HO145) and are likely to be lost due to future development.

The Myers Town Planning Report notes that the proposed subdivision will not remove HO145 from the balance lot. Any future subdivision and development on Lot 2 will need to consider the impact on the heritage dwelling, particularly its 'commanding' position in the landscape. Additionally, while the Approved Development Plan DP2024-0001 includes some indicative road layouts for 83 Raglan Parade, it does not expressly address interface areas in relation to the heritage site.



Figure 1 Two lot subdivision at 83 Raglan Parade and the HO145 coverage area

The justification for the approval of the house lot excision (Lot 1 – 0.75 ha) was to enable the heritage dwelling to be used and maintained without the burden of managing the extensive vacant area on the site. This subdivision provides an appropriate curtilage for the 1880s dwelling while retaining the circular driveway, which is referenced in the Historic Building Register card under the 'Present Condition' heading. Additionally, it facilitates the future development of the balance lot (Lot 2), aligning with the strategic directions of the Eastern Activity Centre Structure Plan (EAC Plan).

The EAC Plan was developed with the understanding that the Residential South Precinct includes a heritage dwelling subject to a Heritage Overlay. One of its design objectives is to ensure a sensitive response to heritage values, balancing heritage protection with desired development outcomes.

Put another way, given the approved excision residential subdivision and development can proceed on Lot 2 in line with the EAC Plan without being compromised by the Heritage Overlay or negatively affecting the identified significant features of the heritage place; however, the extent of the mapped overlay remains as though excision has not occurred.

However, as the Heritage Advisor has emphasized, the relationship between the heritage dwelling and the circular driveway will be significantly altered due to the proposed westward relocation of the primary access. Additionally, the heritage advisor believes that the loss of the Raglan Parade gates and tree-lined avenue is regrettable, as they are likely contemporary with the house's original construction and serve as a clear indicator of the property's historic configuration. These features reflect the site's status as one of Warrnambool's substantial landholdings in the late 19th century.

Overall, while the two-lot subdivision is acceptable in terms of retaining the heritage dwelling with a substantial curtilage, it does not adequately preserve the sequence of movement and historic experience of approaching the villa. The Raglan Parade gateway, tree-lined driveway, circular approach, and dwelling form an integrated ensemble, which will be fragmented under the proposed Development Plan (DP) layout. Neither the two-lot subdivision nor the Eastern Activity Centre (EAC) Plan has fully addressed this issue.

The existing crossover from Raglan Parade is not identified for retention in the EAC Plan and is unlikely to serve as private access in future development. While the EAC Plan recognizes the heritage significance of the former Naphthine Residence (83 Raglan Parade), no controls exist for external paint, internal alterations, or trees.

A potential solution could involve integrating the tree-lined driveway with the shared path proposed in the EAC Plan, creating a shaded corridor that connects the Raglan Parade to railway corridor link (Fig. 3). However, this extends beyond the Heritage Overlay (HO) objectives.

Nevertheless, the extension of HO145 to 71 Raglan Parade does not seem to have strong justification, despite the heritage advisor's statement that it is proposed to ensure a decent curtilage for the old Naphthine House. Given the long distance from the house and the minimal impact of the extended overlay to protect the trees along the driveway, it can be concluded that the HO map should be revised to limit the overlay to 83 Raglan Parade only.

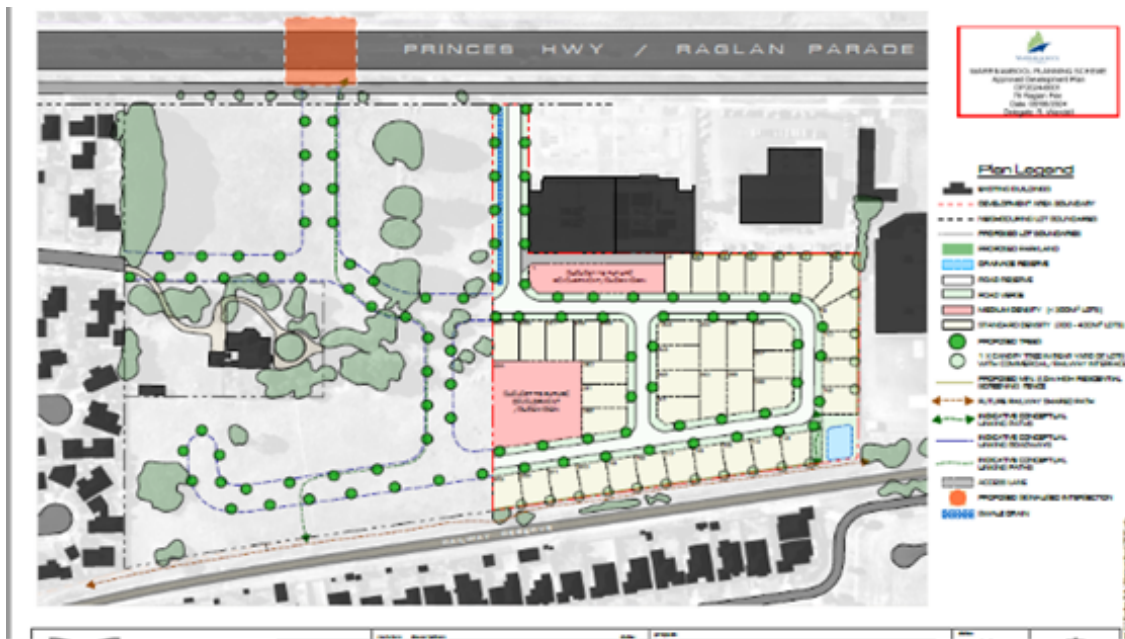


Figure 2 Development Plan and indicative layout for 83 Raglan Parade

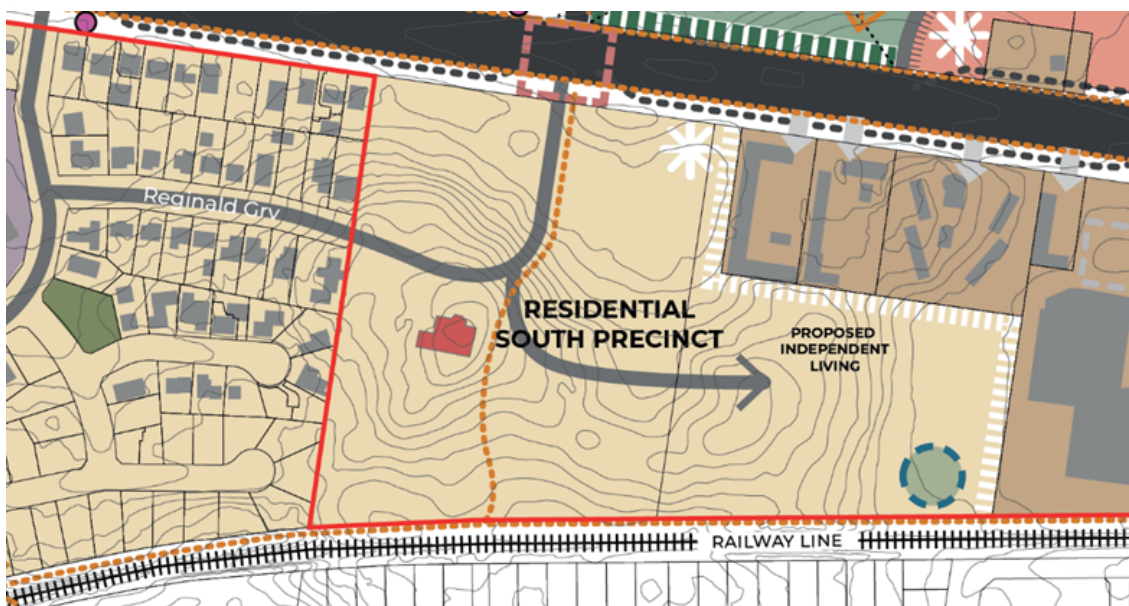


Figure 3 Key local roads and shared path proposed in EACSP for the subject sites.

Heritage Guidelines (Warrnambool City Council, 2015)

Finally, the amendment seeks to consolidate the Heritage Guidelines (Warrnambool City Council, 2015) with the Warrnambool Heritage Guidelines and Precinct Statement of Significance (Grieve Gillett, 2012) and incorporate the updated version into the Schedule to the Heritage Overlay (see **Attachment 2** – Heritage Guidelines). The incorporation is a recommended action identified in the Planning Scheme Review Report (2023), and listed as intended future strategic work under Clause 74.02. The amendment would incorporate the document into Clause 72.04 as an Incorporated Document.

Issues

An initial request was made to the Minister to apply interim heritage controls at 2 Mortlake Road, where that application was refused as the Department of Transport and Planning have advised interim applications must be linked to a demolition application. As the intent was always to pursue a permanent heritage overlay amendment, the application 'C-number' can be re-used, and processed accordingly.

Regarding the second matter (HO145), and based on the background review, three options were identified to realign the HO boundary as shown in the table below. The third option is deemed more effective, provided that some revisions are made to Schedule 145 of the HO to protect the trees. Otherwise, the second option is more viable.

Alternatives	Pros	Cons
HO applies only to Lot 1 and Lot 2 at 83 Raglan Parade	The continuation of the Heritage Overlay (Schedule 145) over proposed Lot 2 will ensure that any future subdivision and development takes into account the heritage significance of the dwelling.	Constraints on future development of Lot 2 in line with the intent of the Structure Plan/Development Plan
HO applies only to Lot 1	Reduces the extent of heritage control to the areas actually identified in the statement of significance.	Higher risk of adverse impacts on the sensitive interface with heritage fabric.
HO applies to Lot 1 and sections of Lot 2 at 83 Raglan Parade (including driveway and trees).	Identifies and includes other significant features of the second allotment, such as the cypress trees and access driveway from Raglan Parade, into the HO 145.	<p>The HO145 schedule does not currently cite trees, which could cause lack of protection for them. This can be resolved by revising the schedule.</p> <p>A Heritage Overlay (HO) is not a suitable tool for controlling canopy trees and other ecological aspects of vegetation.</p>

This issue can be addressed as the explanatory report is refined, and through the exhibition process.

Finally, the incorporation of the Warrnambool Heritage Guidelines (2015) has been recommended as a policy-neutral amendment in the Planning Scheme Review Report (2023). Consultation with statutory planners suggests that these precinct-based guidelines provide a useful and user-friendly resource for applicants. However, in order to provide the guidelines with statutory weight, they need to become an incorporated document in the planning scheme.

Financial Impact

There is no specific financial impact of the recommendation, or the decision to pursue alternate pathways. The budget associated with the eventual Planning Scheme Amendment should it progress is contained within the existing City Strategy and Development budget.

Legislation / Policy / Council Plan Context

4 A connected, inclusive place

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

Timing

Should the recommendations be supported, the request for authorisation can be submitted after preparing the explanatory report, instruction sheet and other required documents.

Community Impact / Consultation

The application to amend the scheme would be subject to the standard process, including Council resolution and public exhibition in accordance with the *Planning and Environment Act 1987*.

Legal Risk / Impact

Risk is managed through implementing the provisions of the *Planning and Environment Act 1987*.

Officers' Declaration of Interest

None declared.

Collaborative Procurement

Not applicable.

Conclusion

There are three heritage matters being addressed by the proposed amendment. In the first, the condition of the building fabric for 2 Mortlake Road does not detract from its historical and associative value, thus warranting heritage designation and protection. For the second, a review of the Heritage Overlay map boundaries affecting 83 Raglan Parade and 71 Raglan Parade suggests three realignment options, and recommends one based on the merits of the existing elements of the Naphthine Residence, including the tree-lined driveway and the proposed development plan for the adjacent site. Finally, it is recommended that the Warrnambool Heritage Guidelines (2015) be incorporated into the Planning Scheme. A Planning Scheme Amendment is proposed, where, in accordance with the provisions of the Planning and Environment Act, Council must seek authorisation from the Minister for Planning to prepare the amendment.

ATTACHMENTS

1. Historic Building Register- Naphthine Residence [7.3.1 - 2 pages]
2. Heritage Guidelines 2015 consolidated version [7.3.2 - 141 pages]

7.4. S6 Instrument of Delegation

DIRECTORATE : Executive Services

Purpose:

To present to Council an updated S6 Instrument of Delegation from Council to Members of Council Staff.

Executive Summary

Council as a legal entity can only make decisions by resolution of Council at a Council meeting. As a matter of practicality, Council opts to delegate various powers and functions to Council staff so that they can make decisions on their behalf as part of their day-to-day activities.

Council delegates primarily through two instruments, one delegating power to the Chief Executive Officer to then sub-delegate as appropriate, and another delegating powers that cannot be sub-delegated directly to Council staff.

The S6 Instrument of Delegation to Members of Council staff has been thoroughly reviewed and is attached for Council consideration.

RECOMMENDATION

In the exercise of the powers conferred by the legislation referred to in the attached instrument of delegation, Warrnambool City Council resolves that:

1. There be delegated to the members of Council staff holding, acting in or performing the duties of the offices or positions referred to in the attached *S6 Instrument of Delegation to Members of Council staff*, the powers, duties and functions set out in that instrument, subject to the conditions and limitations specified in that Instrument.
 2. The instrument comes into force immediately upon the common seal of Council being affixed to the instrument.
 3. On the coming into force of the instrument all previous S6 Instruments of Delegation to Members of Council staff are revoked.
 4. The duties and functions set out in the instrument must be performed, and the powers set out in the instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.
 5. Authorises the CEO to make administrative changes to the document to correct any titles and typographical errors and to enable the document to be appropriately sealed.
-

Background

The *Local Government Act 2020* expressly provides for a Council to delegate a power, duty or function to the Chief Executive Officer or a member of a delegated committee, to act on behalf of Council. Additionally, in the exercise of the powers conferred by the legislation Council may delegate certain powers, duties and functions directly to members of Council staff.

Council is a legal entity composed of Councillors and is not a “natural person”, so Council can only act either by resolution of Council in a Council meeting, or through others acting on its behalf as delegates. It is impractical for Council to deal with all day to day issues, therefore many operational actions are performed by staff under delegation from Council.

Council currently has delegations from Council to Council staff, being delegations to:

- The Chief Executive Officer (CEO), which also includes the power for the CEO to sub-delegate to Council staff; and
- Members of Council staff.

This form of delegation is used extensively by Councils across the local government sector. Reviews are undertaken regularly, and amendments are made from time to time to reflect changes in legislation and officer titles. The last time this instrument was adopted by Council was at the July 2024 meeting of Council.

Issues

This Instrument largely contains delegations by Council of specific powers, duties and functions under various Acts.

These powers, duties and functions under provisions of various Acts can only be delegated to staff by Council directly – and cannot be delegated to staff by the CEO.

Since the last update the following changes to the instrument have been made:

- Removal of sections 12(2), 12(4)-(7) of the Road Management Act 2004, as Council’s lawyers recommend that Councils use the powers under the Local Government Act 1989 instead to discontinue a road.
- Deletion of the Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2020, as they have been revoked pursuant to regulation 4(a) of the Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024. Those new regulations commenced on 29 June 2024 and have been included.
- The Food Act 1984 was amended pursuant to the Regulatory Legislation Amendment (Reform) Act 2024, which commenced on 6 March 2024, the day after it received Royal Assent. As a result the following changes have been made:
 - Included 19(4)(a)(ia) and 19(4)(a)(ib), and amended 19(4)(a)(ii), which relates to Council’s power to direct that a copy of an order be affixed, displayed or published.
 - Included section 19FA(1), which relates to Council’s power to direct a proprietor of a food premises to revise the foods safety program for the premises or comply with any requirements specified in the food safety program.
 - Included section 19FA(3)(a), which relates to Council’s power to refuse to approve an application for registration or renewal of premises, where a proprietor of a food premises fails to comply with a direction given under section 19FA(1). Please note

that, adopting a conservative approach, we have inserted a comment that this is subject to ratification in accordance with s 58A(2).

- Included section 19FA(3)(b), which relates to Council's power to revoke a registration granted in respect of premises, where a proprietor of a food premises fails to comply with a direction given under section 19FA(1).
- Included section 19FA(3)(c), which relates to Council's power to suspend a registration of premises, where a proprietor of a food premises fails to comply with a direction given under s 19FA(1).
- Inserted section 12(2)(b) of the Road Management Act 2004 to provide for Council to provide consent to the Head, Transport for Victoria to discontinue a road or part of a road;
- Removed the limitation for the powers in sections 19FA(1) and 19FA(3)(a)-(c) of the Food Act 1984 being delegated "only in relation to temporary food premises or mobile food premises"; and
- Amended a typographical error in s 12(1) of the Residential Tenancies (Caravan Parks and Moveable Dwellings Registration and Standards) Regulations 2024.

The exercise of these delegated powers by a delegated member of Council staff remains subject to conditions and limitations as well as Council's Delegations & Authorisations Policy. For example, decisions must be made in accordance with the guidelines and policies adopted by Council, and a delegate must not make decisions about matters that would raise an issue of significant public interest, concern, or controversy, give rise to substantial public objection, or be inconsistent with a previous decision of Council.

A complete review of the instrument has been undertaken in consultation with the Executive Management Team and the Senior Leadership Team. However, the changes proposed from the current version are generally minor in nature and reflect amendments to legislation and corrections to the officers delegated.

Financial Impact

Nil.

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

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

Timing

As per Council's newly adopted Delegations and Authorisation Policy, the S6 Instrument will be reviewed by Council staff for any required updates once every six months.

Community Impact/Consultation

Nil.

Legal Risk/Impact

Ensuring officers have appropriate powers to carry out the functions of their role is crucial to ensure legal compliance with the remit of legislation that Council is given powers under. If delegations are not regularly reviewed, a staff member may act without appropriate legal power. This will result in the action being invalid and may expose Council to liability. The instrument themselves are based on the Maddocks templates.

Officers' Declaration of Interest

Nil.

Collaborative Procurement

N/A

Conclusion

A thorough review of the S6 Instrument of Delegation has been completed and is attached for Council's consideration.

ATTACHMENTS

1. S6 Instrument of Delegation Members of Staff [7.4.1 - 177 pages]

7.5. Council Plan Actions 2024 - 2025: October - December (Quarter 2)

DIRECTORATE: Corporate Strategies

Purpose:

This report provides information on the progress in achieving the actions set down for 2024-2025 as part of the Council Plan and Budget process. This report provides Council and the community with an update in the progress of actions across Councils' functional areas.

Executive Summary

This report reflects on the progress and achievements of a broad range of actions set out in the Council Plan and Budget for the financial year 2024 –2025.

The actions give a brief insight into the extensive range of works services and projects undertaken by the organisation for the community.

The actions underpin activities Council undertakes to work toward the vision 2021 - 2025 of “A thriving city at the heart of coast and country”.

The 5 key objectives that support this vision are:

1. **A healthy community**
We will be a healthy, inclusive and thriving community with equitable access to services, cultural opportunities and recreational activities.
2. **A sustainable environment**
We will protect and strengthen local ecosystems, enhance biodiversity and enable sustainable communities.
3. **A strong economy**
We will support a resilient local and self-sustaining regional economy that encourages economic growth and provides increased employment opportunities that attract ongoing investment.
4. **A connected, inclusive place**
We will provide high quality places that people value and want to live, work, play and learn in.
5. **An effective Council**
We will be recognised as a collaborative Council and a high-performing organisation that enables positive outcomes for Warrnambool’s community, environment and economy and for Victoria’s South West.

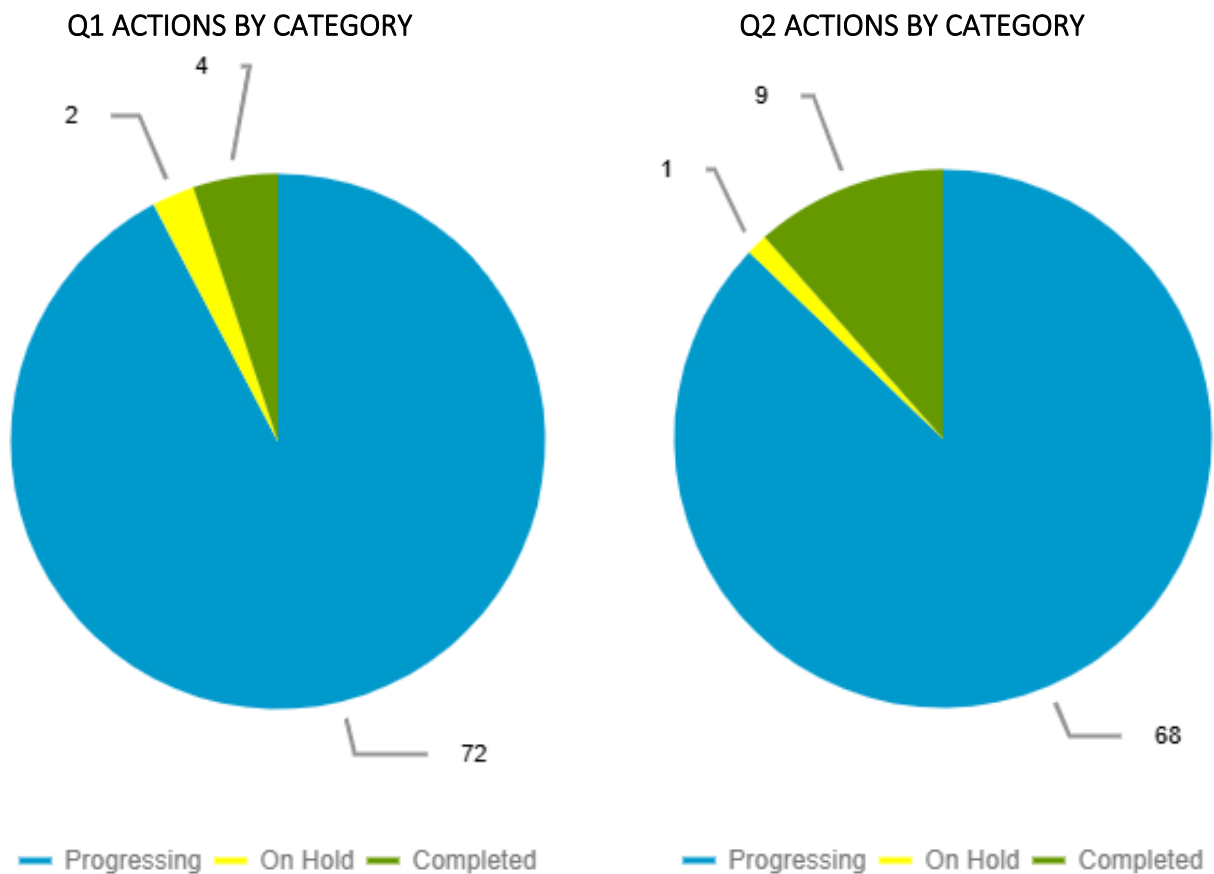
RECOMMENDATION

That the Council Plan Actions 2024 – 2025: October – December (Quarter 2), be received.

Background

The Warrnambool City Council Plan 2021 – 2025 (Revised 2024) is the key planning and strategic document of the Council and details the strategic objectives for its community over a 4 year period.

Council is required to set down the Council Plan actions on an annual basis that are to be funded and demonstrate how these actions will contribute to achieving the strategic objectives specified in the Council Plan and Budget.



ATTACHMENTS

1. Council Plan Actions 2024 - 2025: October - December (Quarter 2) [7.5.1 - 25 pages]

7.6. Appointment Of Independent Audit And Risk Committee Member

DIRECTORATE : Corporate Strategies

Purpose:

The purpose of this report is to recommend the appointment of a new independent member to Council's Audit and Risk Committee to fill an existing vacancy.

Executive Summary

The Audit and Risk Committee (the Committee) is an independent advisory committee established under section 54 of the Local Government Act 2020.

A vacancy for an independent committee member recently opened due to the resignation of a previous member.

The charter for the Audit and Risk Committee states that Council must appoint independent members to the Committee and must appoint the chairperson.

An expression of interest for the vacant position was recently conducted, including advertising in local media and on Council's website.

Candidates were reviewed and this recommendation is based on assessment of their skills, experience, and expertise.

RECOMMENDATION

That Wilson Tang be appointed as an independent member of Council's Audit and Risk Committee for a four-year term, with full voting rights for the upcoming Committee meeting on 4 March 2025.

Background

The Audit & Risk Committee (the Committee) is an independent advisory committee established under section 54 of the Local Government Act 2020.

The purpose of the Committee is to advise Council on the effectiveness of the organisation's systems, processes and culture for complying with its legal and financial obligations. The committee also plays a key role in the oversight of key strategic risks. In fulfilling this role, the Committee aids in the implementation of the Council Plan.

The Committee is accountable to and reports directly to Council. The Committee's work is to be informed by the requirements of the Act and best practice in audit, risk and governance principles and processes, and works to a specific charter adopted by Council.

The Committee is made up of 3 independent members and 2 Councillors. The previous chairperson resigned from the Committee recently. This created a vacancy for an independent committee member and for the role of the chairperson.

The Independent member position became vacant due to the incumbent independent member, Aswin Kumar, completing his four-year term.

The Audit and Risk Committee would like to recognise Aswin for his valuable contribution to the committee and Warrnambool City Council as independent member of the Audit and Risk Committee.

Issues

An expression of interest (EOI) process for the vacant position has been conducted including advertisements in the Warrnambool Standard and on Council's website.

Nine Applications were received, and these were reviewed based on the specialist skills, experience and expertise of the applicant. Consideration was also given to ensure that the applicants would contribute to the ideal balance of skills, experience and background for the Committee.

Management notes the high quality of the applicant applications and thanks all those who applied for the role.

Based on the review it was determined that Wilson Tang be recommended to the independent Audit & Risk Committee member position. The new member would be eligible to attend the 4 March 2025 committee meeting with full voting rights.

Financial Impact

No Financial impact as committee member remuneration is budgeted.

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 next Committee meeting is on Tuesday, 4 March, 2025

Conclusion

It is recommended that Wilson Tang be appointed to Council's Audit and Risk Committee as an independent member.

ATTACHMENTS

Nil

7.7. Tender Award 2025019 - Provision Of Security Services

DIRECTORATE : City Infrastructure

Purpose:

This report provides information on the award of Contract 2025019- Provision of Security Services.

Executive Summary

- A public tender was advertised on Saturday 6 December 2024 inviting tender submissions from suitably qualified and experienced contractors for the provision of Security Services.
- Close of tenders was advertised for 2:00pm Friday 17 January, 2025.
- The recommendation is to proceed with the tender offer provided by R&M Security Services for the tendered amount of \$633,808.32 Ex. GST p.a. for the initial three year term. (this amount is not including rates for ad hoc services or allowance for the rise and fall due to CPI adjustment)
- The Contract Term is for three (3) years with two (2) x one (1) year extensions. Fully exercised, the minimum value of the contract will be \$1,056,347.20 Ex GST or \$1,161,981.92 Inc. GST, made up of the tendered sums based on minimum requirements of the specification for the initial three year term and both one year extensions. The full cost of entering into the contract is dependent on CPI rise and fall allowed for in the contract conditions and any additional, ad hoc or emergency services that will be required throughout the life of the contract.

RECOMMENDATION

That Council

1. Award *Contract 2025019- Provision of Security Services* to R & M Security Services Pty Ltd for a minimum value of \$633,808.32 Ex. GST, being for an initial three (3) year term with the option of two (2) x one (1) year extensions.
2. That the schedule of rates offered, and CPI rise, and fall is accepted for the life of the contract.
3. Authorize the CEO to sign, seal and vary the contract as required.

Background

Warrnambool City Council runs and maintains multiple buildings, sites and events that require routine, periodical, on-call security services and cash in transit services.

The current security services contract will expire on 11 April 2025 and in line with Council's procurement policy the service has been tendered to seek the best value for money for the community.

Council undertook a public tender process in line with Council's procurement policy and advertised the tender on Saturday 6 December 2024 and closed 2pm Friday 17 January 2025. Council received seven tender submissions of varying quality indicating that there is strong interest from the market.

Two of the submissions were from local contractors and both were of high quality. All but one of the submissions were conforming Tenders.

Three Council Officers met to assess the submissions as the Evaluation Panel, in line with Council's procurement policy and graded them in line with the scoring criteria.

Through the tender evaluation process, R & M Security Services were found to provide the best value for Council overall. The local tenders all provided strong submissions, and the Evaluation Panel was confident they could both provide the services to the required level. The price provided by R & M Security was also a deciding factor.

Issues

The current contract arrangements for security services cover the foot patrol service, lockup service, alarm response, cash in transit service and caravan park security with an hourly rate being provided for ad hoc or additional services as required.

Financial Impact

The total minimum cost to Council for the initial three (3) year term is \$633,808.32 Ex. GST. An allowance needs to be made for CPI rise and fall allowable for each subsequent year of the contract and any ad hoc, emergency or alarm callout services will be charged at a fixed hourly rate.

A budget allowance for the service is allowed annually in various operational budgets. The breakdown for the 2025/26 budget is as follows;

City Infrastructure, Lock up, foot patrol and alarm response service. \$90,500.

City Growth directorate, Holiday Parks \$113,500.

Corporate Strategies, Cash in transit services. \$24,000.

The budget allowance is sufficient to cover the cost of the procured service, any addition or expansion of the service will require funding from the relevant services operating budget.

Provision is made under this contract to engage the Contractor to allow for service growth and perform ad hoc services to support community safety programs, alarm call outs, Council run events and disaster/pandemic management.

Legislation / Policy / Council Plan Context

This report responds to the following Council Plan initiatives:

1 A healthy community

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

5 An effective Council

5.3 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

The term of the Contract is three years with two (2) x one (1) year extensions. The start date of the contract is 11 April 2025.

Community Impact / Consultation

This Contract has been a joint effort between the City Infrastructure, City Growth and Corporate Strategies Directorates. Community and employee feedback, regarding service levels, have been accounted for in the specifications document.

Legal Risk / Impact

Procurement processes are occurring in line with the approved contract specific procurement plan.

Officers' Declaration Of Interest

No officer involved in the preparation of this report has declared a conflict of interest.

Conclusion

Acceptance of the recommended tender represents best value for Council.

ATTACHMENTS

Nil

7.8. Informal Meetings Of Council Reports

DIRECTORATE : Executive Services

Purpose

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

Background Information

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

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

Report

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

1. Monday 10 February 2025 – refer **Attachment 1**.
2. Monday 17 February 2025 – refer **Attachment 2**.
3. Monday 24 February 2025 – refer **Attachment 3**.

RECOMMENDATION

That the records of the Informal Meetings of Council held on 10, 17 and 24 February 2025 be received.

ATTACHMENTS

1. Assembly of Councillors Record 10 February 2025 [**7.8.1** - 1 page]
2. Assembly of Councillors Record 17 February 2025 [**7.8.2** - 2 pages]
3. Assembly of Councillors Record 24 February 2025 [**7.8.3** - 2 pages]

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

DIRECTORATE : Executive Services

Purpose

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

Report

Date	Location	Function
4- 5 February 2025	Canberra	Mayor and Chief Executive Officer - Advocacy meetings with Parliamentarians.
6 February 2025	Warrnambool	Deputy Mayor – Attended Emmanuel College 2025 Opening College Assembly & Year 12 & Year 7-11 2024 Dux Awards.
8 February 2025	Warrnambool	Cr Ziegeler – Attended Powercor Melbourne to Warrnambool Cycling Classic podium presentations.
	Warrnambool	Mayor – Attended Legends of Cycling Dinner.
9 February 2025	Warrnambool	Deputy Mayor – Attended Lochard Energy Warrnambool Cycling Women’s Classic podium presentations.
10 February 2025	Warrnambool	Mayor and Chief Executive Officer – Meeting with Wannon Independent Candidate Alex Dyson.
13 February 2025	Warrnambool	Mayor and Chief Executive Officer – Meeting with Wannon ALP Candidate Fiona McKenzie.
14 February 2025	Warrnambool	Mayor and Chief Executive Officer – Attended SouthWest Victoria Alliance Board meeting.
	Warrnambool	Mayor – Official opening of Brierly Recreation Reserve Stage 1 Eastern Oval Redevelopment.
21 February 2025	Warrnambool	Mayor and Chief Executive Officer – Meeting with Shadow Minister for Early Childhood, Angie Bell MP and Member for Wannon, Dan Tehan MP.

24 February 2025	Warrnambool	Mayor and Chief Executive Officer – Met with Japanese Consul General to Victoria, Mr Tokuro Furuya and the Consul for Economic Affairs Mr. Naoyasu Kawamura and Member for South West Coast, Roma Britnell during a visit to Warrnambool.
26 February 2025	Warrnambool	Mayor – Provided Mayoral Address at the Deakin University Graduation.
27 February 2025	Melbourne	Mayor – Attended the Regional Cities Victoria meeting.
28 February 2025	Warrnambool	Mayor and Councillors – Officially opened the West Warrnambool Neighbourhood House.

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. Suspension Of Standing Orders

11.1. Resolution To Suspend Standing Orders

RECOMMENDATION

That Standing Orders be suspended to allow members of the public gallery to depart.

11.2. RESUME STANDING ORDERS

RECOMMENDATION

That standing orders be resumed.

11.3. Resolution To Close Meeting

Recommendation

That In Accordance With Section 66(2)(A) Of The *Local Government Act 2020*, The Meeting Be Closed To Members Of The Public To Consider Items Containing Confidential Personal Information.

12. Section 66 (In-Camera) Meeting - Confidential Items

12.1 Minutes In-Camera Meeting Of Council – 2 December 2024.

12.2 Minutes CEO Employment Matters Advisory Committee - 24 February 2025.

13. Resolution To Re-Open Meeting

Recommendation

That the meeting be re-opened to members of the public.

14. Close of Meeting