

AGENDA SCHEDULED MEETING

WARRNAMBOOL CITY COUNCIL – 4:00PM Monday 3 August 2026

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

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Andrew Mason
CHIEF EXECUTIVE OFFICER



WARRNAMBOOL
CITY COUNCIL

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1. Opening Prayer & Original Custodians Statement

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

Original Custodians Statement

Council acknowledges the Peek Whurrong and Kirrae Whurrong Peoples of the Maar Nation, their land, waterways and skies within the Warrnambool municipality. We pay our respects to their Elders past and present.

2. Apologies

3. Confirmation Of Minutes

RECOMMENDATION

That the Minutes of the Scheduled Meeting of Council held on 6 July 2026, 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. Sponsorship Policy 2026

DIRECTORATE : Corporate Strategies

Purpose:

This report presents a revised Sponsorship Policy 2026.

Executive Summary

This report presents the revised Sponsorship Policy for Council consideration.

The proposed Policy establishes a governance framework for the solicitation, assessment, acceptance, management and reporting of sponsorship received by Council from external organisations. It provides clear principles to ensure sponsorship arrangements are transparent, ethical, consistent and aligned with Council's strategic objectives and community values.

The Policy introduces defined eligibility and assessment criteria, approval and governance requirements, roles and responsibilities, documentation standards, conflict of interest requirements and annual reporting obligations.

It also clarifies the management of sponsorship arrangements to protect Council's integrity, independence and reputation.

The proposed Policy aims to ensure sponsorship opportunities are managed consistently, deliver mutual benefit to Council and sponsors, and comply with the principles of good governance, the *Local Government Act 2020*, and Council's broader governance.

RECOMMENDATION

That Council:

1. Revoke the Sponsorship Policy 2015.
 2. Adopt the Sponsorship Policy 2026.
 3. Authorises the Chief Executive Officer to make minor administrative and editorial amendments to the Policy that do not materially alter its intent or operation.
-

Background / Previous Reporting

Council's existing policy is due for review and update.

The purpose of this Policy is to provide a consistent framework for sponsorship activities between Council and external organisations. It establishes the principles and requirements for seeking, assessing, accepting and managing financial and in-kind sponsorship received by Council, ensuring arrangements are transparent, accountable and aligned with Council's strategic objectives and community values

This Policy applies to all financial and in-kind sponsorship received by Council from external organisations and operates within the *Local Government Act 2020*.

Issues

The proposed changes introduce substantial improvements by establishing clear principles, eligibility criteria, restrictions and governance requirements for sponsorship arrangements. It strengthens governance by requiring compliance with Council's Conflict of Interest Policy, Employee Code of Conduct and other relevant policies, ensuring sponsorship decisions are made ethically, transparently and in the best interests of Council.

To support implementation of the Policy, a Sponsorship Management Procedure should be developed. The procedure will provide a consistent operational framework, including defined workflows, assessment requirements, approval processes, documentation standards and record management requirements.

The Sponsorship Policy 2026 strengthens Council's governance framework by introducing improvements, including:

- mandatory written sponsorship agreements for all sponsorship arrangements;
- maintenance of a central sponsorship register;
- annual reporting to the Executive Management Team and Council; and
- clearly defined roles and responsibilities for the assessment, approval, administration and monitoring of sponsorship arrangements.

The Finance Department will be the Policy Owner and responsible for governance oversight, policy monitoring and reporting. Operational responsibility for managing sponsorship arrangements will remain with the relevant business areas in accordance with the Policy and supporting Procedure.

Financial Impact

The proposed Policy is not expected to have a material financial impact on Council's operations or budget.

Strengthening the governance framework for sponsorship received by Council may provide indirect economic benefits by improving the consistency, transparency and management of sponsorship opportunities, supporting stronger partnerships with external organisations and enhancing Council's ability to maximise sponsorship outcomes while managing financial and reputational risks.

Legislation / Policy / Council Plan Context

5 City Leadership

5.5 Our City promotes organisational culture and performance.

5.6 Our City will advocate strongly for our community and our region.

5.7 Our City is committed to sound governance, transparent decision-making and operating with integrity.

The proposed Sponsorship Policy 2026 has been developed in accordance with the governance principles of the *Local Government Act 2020*, including the governance principles (section 9), financial management principles (section 101) and public transparency principles (section 102). The Policy supports transparent, ethical and accountable decision-making in the management of sponsorship arrangements received by Council.

Timing

The policy will be considered by Council at a scheduled Council meeting with a proposed four year review period.

Internal / External Consultation

The revised Policy was considered and endorsed by the Executive Management Team prior to its submission to Council for formal adoption.

Officers' Declaration of Interest

N/A

Collaborative Procurement

N/A

Conclusion

Adoption of the Sponsorship Policy 2026 will strengthen Council's governance framework and provide a clear, consistent approach to the management of sponsorship arrangements.

ATTACHMENTS

1. Sponsorship Policy 2015 [7.1.1 - 6 pages]
2. Sponsorship Policy 2026 Draft [7.1.2 - 10 pages]
3. Sponsorship Policy 2026 Track changes [7.1.3 - 10 pages]

7.2. Roundabout Banner Policy 2026

DIRECTORATE : City Futures

Purpose:

This report provides information for Council on amendments to the Roundabout Banner Policy in relation to informing users of the fee structure and gambling references on banners.

Executive Summary

The Events and Promotions Branch is responsible for the Roundabout Banner Policy with the latest version approved in April 2025. A report went to a recent Council briefing to remove the fee on the policy, see below (1), however there was a request to investigate whether it was appropriate for references to gambling on Roundabout banners.

- (1) A booking fee in dollar terms is currently listed within the policy which is proposed to be replaced with a generic statement referring to Council's Fees and Charges schedule for specific booking costs.

After further research, the following inclusion is also recommended.

- (2) References to gambling are prohibited from banners. This includes the display of gambling operator names, logos, trademarks, betting agency branding, promotional messages, websites, QR codes, sponsorship acknowledgements, or any other content that promotes or identifies gambling products or services. Banners containing such references will not be approved for display.

Council officers have spoken with the Warrnambool Racing Club (WRC) regarding the potential removal of TAB logos from the banners displayed for the May Racing Carnival and Jericho Cup. Whilst it is their preference for the logos to remain and support a major sponsor, it is not a contractual obligation. WRC is the only user group displaying banners with a betting agency logo.

RECOMMENDATION

That Council:

1. Revoke the Roundabout Banner Policy 2025.
 2. Adopt the Roundabout Banner Policy 2026.
-

Background

Fees

Roundabout banners are located throughout the Warrnambool CBD and are available to community groups and organisations located in Warrnambool, to promote their events.

Current policy wording lists the Roundabout Banner Policy booking fee of \$90 ex GST.

Proposed new wording: Bookings for the roundabout banners can be completed online on Council's website www.warrnambool.vic.gov.au/apply-roundabout-banners

Gambling References

The question of whether betting agency logos should be permitted on banners was raised by Councilors in recent months when the change to the fee information was recommended. Upon further investigation, Council Officers contacted the Victorian Government and Casino Control Commission (VGCCC) who advised the following.

Gambling and VGCCC Regulation

Premises that advertise wagering or betting services are reminded that such advertising is prohibited in certain circumstances.

Do you advertise wagering or betting services?

Changes to the law that came into effect prohibit static betting advertising of gambling by wagering service providers:

- within 150 metres of the perimeter of a school
- on public transport infrastructure
- **on or above public roads**, road reserves and road infrastructure.

Static betting advertising includes billboards, signs, **banners**, and digital billboards. The types of advertising that is prohibited includes

- an A Frame display on a footpath advertising wagering or betting where a school is located within 150 metres
- a billboard located directly above a road that advertises a wagering or betting
- advertising of wagering or betting on a tram or train

Council officers believe the recommended change is in line with the intent from VGCCC.

Issues

After reviewing the VGCCC regulations and speaking with WRC, no issues are envisaged.

Financial Impact

None

Legislation / Policy / Council Plan Context

5 City Leadership

5.4 Our City manages financial resources sustainably.

5.5 Our City promotes organisational culture and performance.

5.7 Our City is committed to sound governance, transparent decision-making and operating with integrity.

5.9 Our City considers strategic risk in its decision making and is committed to providing safe environments where people can thrive.

Internal / External Consultation

Discussions have been held with WRC who at present are the only affected group and contact made with VGCCC.

Legal Risk / Impact

N/A

Officers' Declaration of Interest

No conflicts of interest

Collaborative Procurement

N/A

Conclusion

It is proposed to:

- Update the policy by removing the fee amount outlined in the Roundabout Banner Policy and replace with;
Bookings for the roundabout banners can be completed online on Council's website www.warrnambool.vic.gov.au/apply-roundabout-banners which includes fees, general information and policy requirements.
- Include in the policy, *References to gambling are prohibited from banners. This includes the display of gambling operator names, logos, trademarks, betting agency branding, promotional messages, websites, QR codes, sponsorship acknowledgements, or any other content that promotes or identifies gambling products or services. Banners containing such references will not be approved for display.*

ATTACHMENTS

1. Promotional Roundabout Banner Policy - July 2026 [7.2.1 - 5 pages]
2. Promotional Roundabout Banner Policy With Tracked Changes [7.2.2 - 5 pages]

7.3. Planning Scheme Amendment C220warr - Adoption

DIRECTORATE : City Growth

Purpose:

This report provides an overview of Warrnambool Planning Scheme Amendment C220warr (the Amendment), including the exhibition process, and recommends that Council adopt the amendment and submit it to the Minister for Planning for approval.

Executive Summary

- The C220warr amendment proposes to apply the Heritage Overlay (HO382) to 2 Mortlake Road, Warrnambool on a permanent basis and to reduce the extent of the Heritage Overlay (HO145) as it applies to 1A Reginald Grove, 83 Raglan Parade and 71 Raglan Parade, Warrnambool.
- The Amendment was formally exhibited according to the requirements of *Planning and Environment Act 1987*.
- Council received no submissions from neighbouring property owners and occupiers. The two government agencies that were notified of the amendment, including Environment Protection Authority and Transport for Victoria, advised that they had no issues with the amendment (See **Attachment 2**).
- It is recommended that Council adopt the Amendment and submit the Amendment to the Minister for Planning, for approval.

RECOMMENDATION

That Council:

1. Adopts Amendment C220Warr to the Warrnambool Planning Scheme in accordance with Section 29(1) of the *Planning and Environment Act 1987* without changes.
 2. Submits Amendment C220Warr to the Minister for Planning for approval in accordance with Section 31(1) of the *Planning and Environment Act 1987*.
-

Background

The amendment is required to:

- Provide heritage protection to 2 Mortlake Road, by permanently applying the Heritage Overlay (HO382) to the property, also known as Kerry Lodge Cottage.
- Reduce the extent of Heritage Overlay HO145 as it applies to 1A Reginald Grove, 83 Raglan Parade and 71 Raglan Parade Warrnambool to ensure it accurately applies to the place of local heritage significance.

2 Mortlake Road, Warrnambool



Figure 1 The subject lot, bounded in red, is located at the corner of Mortlake Road and Moore Street. The image to the right shows the cottage facing Mortlake Road.

In September 2024, Council was informed by its Municipal Building Surveyor about some potential building activities at 2 Mortlake Road. Council contacted the owner, Homes Victoria, and liaised 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.

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 was not included in the final list of properties applied with a Heritage Overlay at that time. The omission has since been acknowledged as an error by the consultants.

A current assessment by Council's heritage advisor 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 site in the Heritage Overlay. 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.

The updated Statement of Significance of the property clearly demonstrates that the site meets local heritage significance thresholds.

1A Reginald Grove, 83 Raglan Parade and 71 Raglan Parade Warrnambool

The amendment also proposes to review the extent of the Heritage Overlay for existing HO145 relating to a dwelling located at 1A Reginald Grove, Warrnambool (also known as Huntingfield House and Naphthine Residence) to ensure a sensitive response to heritage values, balancing heritage protection with desired development outcomes.

Schedule 145 of Clause 43.01 of the Warrnambool Planning Scheme, identifies the site as the 'Former Naphthine 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 20 metres east into 71 Raglan Parade. It is important to note that the lot known as 83 Raglan Parade 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.

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).

The review and realignment of the HO145, therefore, seeks to balance the impact of the future growth envisaged by the EACSP for the precinct with protection of the heritage building located within the new curtilage of 1A Reginald Grove and the original gate and cattle grid. This review was recommended by the Eastern Activity Centre Structure Plan (EACSP) to more accurately apply the Heritage overlay to the specific areas of significance.



Figure 2. Two Lot subdivision at 83 Raglan Parade (left) and the existing HO145 coverage area (right)

Issues

No submissions were received during the exhibition period.

The amendment applies the Heritage Overlay to 2 Mortlake Road, Warrnambool (HO382) and realigns the HO145 map boundaries to reduce its application to the curtilage of 1A Reginald Grove, Warrnambool and the perimeter of the gate and cattle grid fronting 83 Raglan Parade, Warrnambool (See **Attachment 1**).

Specifically, the amendment makes the following changes:

Planning scheme ordinance

- Amends the Schedule to Clause 43.01 (Heritage Overlay) to apply the Heritage Overlay (HO382) to Kerry Lodge Cottage at 2 Mortlake Road, Warrnambool and change the address of the HO145 listing to include 1A Reginald Grove, Warrnambool.
- Introduces Statements of Significance for Kerry Lodge Cottage and Huntingfield House (Naphthine Residence) by inserting them into the schedules to Clause 43.01 (Heritage Overlay) and Clause 72.04 (Incorporated documents) (See Attachment 1 for further details).

Overlays maps

- Amends Planning Scheme Map Nos. 9HO and 10HO to apply HO382 to 2 Mortlake Road and realign the HO145 boundaries to remove the overlay from 71 Raglan Parade and parts of 83 Raglan Parade.

Financial Impact

Costs associated with the preparation and exhibition of Amendment C220warr were met within the 2025/26 City Growth Budget.

Legislation / Policy / Council Plan Context

Amendment C220warr has been assessed against the relevant provisions of the Warrnambool Planning Scheme, and in line with the *Planning and Environment Act 1987* and the following strategies outlined in the Council Plan:

City Futures

Activating a vibrant, livable and safe city through enhancing outcomes for all.

Our City is activated to be attractive to residents and visitors.

Our City will be a sought-after destination for visitors.

Our City is activated to be attractive to residents and visitors.

Our City plan for sustainable growth while accommodating a changing climate.

Timing

Once Council adopts the Amendment, Council must submit the Amendment to the Minister for Planning within 10 business days of the date the amendment was adopted. A flow chart showing the current steps in the process is attached (**Attachment 3**).

Internal / External Consultation

Public exhibition of the amendment was undertaken in accordance with the requirements of the *Planning and Environment Act 1987*. The amendment was on exhibition from 04 June to 06 July 2026. Notice letters were also sent to nearby property owners and occupiers, relevant government agencies, and the Prescribed Ministers. Notice was also placed in the Warrnambool Standard and in the Government Gazette. Amendment documentation was also available on Council's website.

Legal Risk / Impact

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

No Gender Impact Assessment is required in relation to this heritage planning scheme amendment.

Officers' Declaration of Interest

None declared.

Conclusion

The C220warr proposes to apply the Heritage Overlay (HO382) to 2 Mortlake Road, Warrnambool on a permanent basis, and to reduce the extent of the Heritage Overlay (HO145) as it applies to 1A Reginald Grove, 83 Raglan Parade and 71 Raglan Parade Warrnambool.

It is recommended that Council adopt and send this amendment to the Minister for Planning for final approval.

ATTACHMENTS

1. Attachment 1 Exhibited documents [7.3.1 - 16 pages]
2. Attachment 2 Submissions from Government Agencies [7.3.2 - 2 pages]
3. Attachment3 Planning Scheme Amendment Flowchart for Council reports [7.3.3 - 1 page]

7.4. Warrnambool Open Space Project

DIRECTORATE : City Futures

Purpose:

This report provides information on the Warrnambool Open Space Contributions Report and recommends adoption of the report, and that authorisation be sought from the Minister for Planning to prepare an associated planning scheme amendment.

Executive Summary

- This report relates to Part 2 of the Warrnambool Open Space project, the Warrnambool Open Space Contributions Report.
- As Council is aware, the project includes three (3) parts:
 - Part 1: Warrnambool Open Space Strategy 2041 (adopted by Council 1 June 2026);
 - Part 2: Warrnambool Open Space Contributions Report;** and
 - Part 3: Warrnambool planning scheme amendment (tba).
- The Warrnambool Open Space Contributions Report is now complete and is recommended for adoption. (refer to **Attachment 1**). The independent analysis prepared by SGS Economics and Planning considers:
 - Current policy
 - Population, housing capacity, and development capacity
 - Current state of open space
 - Contribution rate
 - Implementation
- The ‘inclusionary provision’ methodology has been applied and is based upon the municipality being considered a single community with a single public open space (POS) system.
- It recommends changes to the open space contribution rates from currently up to 5% to 5.17% for employment and residential land, and from up to 5% to 4.65% land zoned Rural Living and Low Density Residential (through the *Subdivision Act 1988*).
- The public consultation is now completed with Council receiving only two submissions from an external party and the Department of Transport and Planning (DTP). Details are discussed further in the report.
- Upon adoption of the Open Space Contributions report, the Open Space Strategy and Open Space Contributions Report will proceed to Part 3 planning scheme amendment.
- Ultimately, the revenue raised through the Open Space Contributions policy will enable the implementation of actions in the Open Space Strategy to improve public open space and is of net community benefit. The introduction of an Open Space Contributions policy will also alleviate third party appeals against planning permit conditions regarding contribution rates.

RECOMMENDATION

That Council:

1. Adopt the Open Space Contributions Report (Refer to Attachment 1).
 2. Pursuant to Section 16F of the *Planning and Environment Act 1987*, request authorisation from the Minister for Planning to prepare a planning scheme amendment to implement the Open Space Strategy and the Open Space Contributions report into the Warrnambool Planning Scheme.
 3. Following authorisation from the Minister for Planning under Section 16G of the *Planning and Environment Act 1987*, prepare an amendment to the Warrnambool Planning Scheme to implement the Open Space Strategy and the Open Space Contributions report into the planning scheme, and exhibit the amendment in accordance Sections 17, 18 and 19 of the *Planning and Environment Act 1987*.
-

Background

The Warrnambool Open Space Strategy 2026 - 2041 (Part 1) is complete and was adopted by Council on 1 June 2026. The Warrnambool Open Space Contributions Report (Part 2) (see **Attachment 1**) has completed the public consultation phase of the process.

SGS Economics and Planning have prepared an Open Space Contributions Report which includes:

- An outline of public open space land and improvement requirements (which may be on a precinct basis), with reference to population and dwelling projections;
- A summary of cost estimates associated with the provision of required open space projects;
- The provision of public open space on a per capita basis, including type and accessibility;
- Justification for varied contribution rates in different precincts (if warranted);
- Justification for the application of rates to all land use types (if proposed);
- Contribution rates which demonstrate the principles of need, equity, accountability and nexus;
- Benchmarking against recognised contributions practice and urban development policy.
-

This report considers:

- **Current policy:** including state and local planning scheme provisions, municipal policy and plans, and open space contributions rates in other local government areas.
- **Population, housing capacity, and development capacity:** an analysis of forecast population, dwellings, employment, and available developable land.
- **Current state of open space:** an analysis of the existing open space network and considerations of future focus areas.

- **Contribution rate:** based on the above data, development of a contribution rate for the municipality.
- **Implementation:** recommendations for how this contribution rate should be applied.

Councils in Victoria can raise development contributions for the provision of municipal open space through various methods. This project focuses on the levying ability under the *Subdivision Act 1988*, which allows for the incorporation of municipal-wide or district/area-specific contribution rates into the Warrnambool Planning Scheme through amendments to the Schedule to Clause 53.01.

The Warrnambool Planning Scheme addresses open space contributions under Clause 53.01. The current provision is detailed in Table 1 below. However, to date only North of the Merri River Structure Plan and North Dennington Structure Plan land has allocated a percentage to capture future subdivisions. As such, the default position for the balance land across the municipality is governed under the *Subdivision Act 1988*.

Table 1. Schedule to Clause 53.01 Public Open Space Contributions and Subdivision

Type or location of subdivision	Amount of contribution for public open space
Land within the North of the Merri River Structure Plan	1.67% Land/and or cash contribution requirements must be in accordance with the North of the Merri River Development Contributions Plan (September, 2011).
Land within the North Dennington Structure Plan area (excluding Dennington Rise)	3% cash contribution in accordance with the North Dennington Development Contributions Plan (November, 2014).

The East of Aberline will also include its own public open space contribution rate of 3.81% once the rezoning and precinct structure plan is gazetted.

Application of public open space under the *Subdivision Act 1988* only can invite a conditions appeal to the Victorian Civil and Administrative Tribunal (VCAT) and as such, can result in unwelcomed litigation costs and a reduced percentage of open space contributions for Council. Not having a specified contribution rate in the planning scheme leaves Council vulnerable to challenge and appeal.

Issues

SGS has applied an **inclusionary provision methodology** to assess the appropriate open space contribution rate for the future, treating the municipality as a single community with a single public open space (POS) system. This means that all development across the municipality contributes to the cost of acquiring and developing the POS system on an equitable basis, regardless of the development life cycle. It applies regardless of whether the development is for residential or employment purposes, as all these land uses require access to the POS system. The network considers quantity, accessibility, quality, and ongoing reliability of land.

When considering the forecast population and development capacity, net developable land (minus land zoned Rural Living and Low Density), and the application of the open space standard of 30sqm per capita, an open space contribution rate of **5.17%** is reached for standard density development. A figure of **4.65%** is indicated for Rural Living and Low Density Residential areas to ensure that all development across the municipality makes broadly the same contribution on a per dwelling basis, regardless of density.

The contribution rate will be calculated at the planning permit stage. The contribution rate will have minimal impact on housing affordability. Developers will calculate this into the development cost and market value that they can sell the development for. It is considered that putting a contribution percentage into the planning scheme provides greater transparency and provides developers with greater certainty in relation to costs of development that they can factor into their development.

As noted earlier, the Warrnambool Planning Scheme includes various site-specific contribution rates. These rates have been developed based on individual catchment assessments. It is not proposed that these be altered. As such, it is recommended that the following changes be made to the Planning Scheme at Table 2 below:

Table 2. Recommended changes to Public Open Space Contributions and Subdivision

Type or location of subdivision	Current amount of contribution for public open space	Recommended amount of contribution for public open space
Land within the North of the Merri River Structure Plan	1.67%	No change
Land within the North Dennington Structure Plan area (excluding Dennington Rise)	3%	No change
Land covered by the incorporated East of Aberline Precinct Structure Plan	3.81% (Draft for consultation at the time of writing this report)	No change
All other employment and residential land (other than land zoned Rural Living and Low Density Residential)	Up to 5% (through the Subdivision Act)	5.17%
Land zoned Rural Living and Low Density Residential	Up to 5% (through the Subdivision Act)	4.65%

For comparison, not for benchmarking against, this report includes a selection of recently adopted open space contribution rates – refer to Table 5 and 6 in the report. The recommended rate for the City of Warrnambool generally aligns with recent regional figures.

Once adopted by Council, the Warrnambool Open Space project will progress to Part 3 including a Planning Scheme amendment to prepare draft Planning Scheme ordinance and mapping changes.

What must Council do with public open space

The *Subdivision Act 1988* only allows Council to spend Public Open Space Contributions (collected under Clause 53.01 and any Schedules to it) on acquiring or enhancing public open space as defined by the Act. This includes for municipal purposes in accordance with the planning scheme (see section 18A and 20 of the *Subdivision Act 1988* for text).

Issues concerning the recommended changes to the Planning Scheme – Schedule to Clause 53.01 regarding the proposed Public Open Space Contributions rates of 5.17% for standard density development and 4.65% for Rural Living and Low Density Residential areas may be identified – refer to **Table 2**. The recommended rate for the City of Warrnambool generally aligns with recent regional figures.

The SGS methodology has aimed to capture the ‘nominal development capacity of the city’ which is the maximum development capacity. If there is a significant change in the city's residential development capacity beyond what has been modelled in this analysis, the open space contribution should be reassessed. It is important to note that Plan for Victoria housing targets have been included in calculating the development capacity.

Two submissions were received during the consultation stage. One by an external party and the second by the Department Transport and Planning (DTP).

The external party raised issue regarding the policy approach for the project and the inclusionary provision. The submission suggested a place-by-place analysis with flexibility to reduce the percentage amount. The submission also suggested retaining the existing 5% framework. However, this submission was not supported by any evidence challenging the municipal wide inclusionary provision methodology and policy. The submission also did not consider the ongoing negative impact of the existing framework with VCAT risk and uncertainty for Council.

The second submission by DTP sought elaboration on a couple of terms in the report which have been addressed.

The Open Space Contributions report will be further tested during the public exhibition phase as required for the Planning Scheme Amendment.

Financial Impact

Funding for the project is set aside in the City Growth budget.

Legislation / Policy / Council Plan Context

Related Policy and Projects

The following provides a summary of key local policies that the Open Space Strategy and Open Space Contributions Policy will need to acknowledge and or integrate with:-

- Warrnambool Council Plan (2025-2029)
- Warrnambool 2040
- Warrnambool Futures 2040 and Beyond Project
- Active Warrnambool Strategy (2025-2035)
- Asset Management Policy (2024)

- Warrnambool Residential Land Supply and Demand Assessment (2022)
- Sustainable Subdivisions Framework (2025)
- Open Space Strategy (2014)
- Healthy Warrnambool plan (2025-2029)

Regional policy is important to consider when examining Warrnambool's role within neighbouring councils, as well as within the Great South Coast region. There are several plans that have been identified as important considerations in the development of the Open Space Contributions Policy:-

- Great South Coast Regional Growth Plan (2014)
- Great Ocean Road Regional Trails Strategy 2025 – 2035
- Eastern Maar Country Plan (2015)
- Barwon South West Regional Trails Master Plan (2009)

Across the state, there are limited policy directions that have a direct impact on public open space planning. The key documents of note include:

- Plan for Victoria 2025
- Open Space for Everyone - Open Space Strategy for Metropolitan Melbourne 2021
- Guide for Open Space Strategies 2025

Timing

Forecast completion of the Open Space Project is September 2026.

Internal / External Consultation

The Open Space Contributions Report has undergone public consultation. The methods of consultation included an opportunity to provide written feedback available on Councils 'Your say' page.

The consultation also included emailing the internal Project Working Group, x13 individual developers, stakeholders (external agencies) and approximately x23 previous submitters (from the Open Space Strategy) seeking feedback.

Legal Risk / Impact

Risk is mitigated by ensuring that an experienced and reputable consultant has prepared the open space contributions report. The final report and open space contributions policy will be implemented into the planning scheme and through that process, will be subject to a formal exhibition process and potentially a panel hearing to test the methodology of the report.

Officers' Declaration of Interest

No declared conflict of interest.

Collaborative Procurement

Not applicable.

Conclusion

SGS Economics and Planning provide an independent analysis of open space contribution requirements for the City of Warrnambool. It considers current policy, population, housing and development capacity, current state of open space, contribution rate and implementation as part of the analysis. It recommends changes to the open space contribution rates: from up to 5% (through the Subdivision Act) to 5.2% for employment and residential land, and up to 5% (through the Subdivision Act) to 4.65% land zoned Rural Living and Low Density Residential. The recommended rate change for the City of Warrnambool generally aligns with recent regional figures.

The open space contributions report was presented to the community, stakeholders and the development sector for review, with no substantial issues raised.

It is recommended that the Open Space Contributions report be adopted by Council, and that a request be submitted to the Minister for Planning for authorisation to prepare and exhibit a planning scheme amendment to implement the Warrnambool Open Space Strategy and the Open Space Contributions report.

ATTACHMENTS

1. Attachment 1 Open Space contributions report July 2026 [7.4.1 - 29 pages]

7.5. Annual Action Plan 2025-2026 Status Update Q4

DIRECTORATE: Corporate Strategies

Purpose:

This report provides a summary of year-end progress against the Annual Action Plan 2025-2026 and highlights key achievements delivered across Council's functional areas in support of the Council Plan 2025-2029.

Executive Summary

The Annual Action Plan outlines the key initiatives funded through Council's Budget to deliver on the strategic priorities contained within the Council Plan 2025-2029. The year-end report shows strong performance across all five strategic pillars, with the majority of actions completed or substantially progressed.

The report reflects a broad range of completed projects, services, advocacy initiatives and strategic planning activities undertaken during 2025-2026 for the benefit of the community. A final comprehensive summary of financial and operational performance will be presented through the Annual Report and audited financial statements in October 2026.

RECOMMENDATION

That the Annual Action Plan 2025 – 2026: April – June (Quarter 4) be received.

Background

The Warrnambool City Council Plan 2025–2029 is the primary strategic and planning document, setting out the key priorities and strategic objectives for the municipality over a four-year period.

The Annual Action Plan items support the strategies undertaken by Council to achieve its 2025–2029 vision: *“We are a thriving regional leader, rich in opportunities and committed to fostering a sustainable and inclusive lifestyle.”*

The 5 key objectives are:

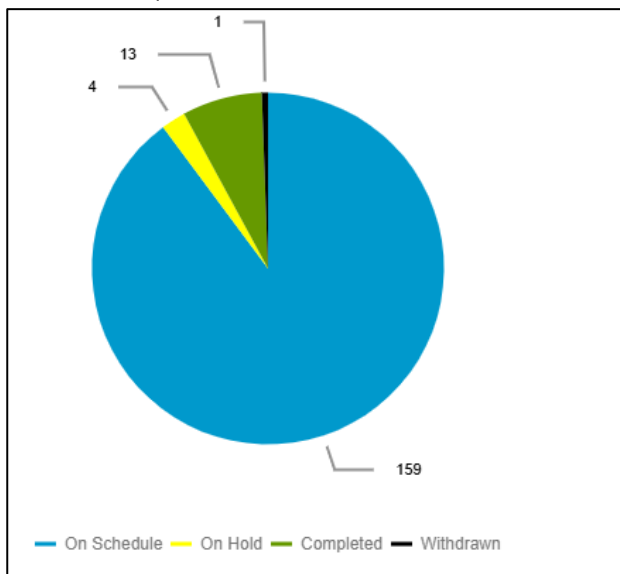
1. **City Futures:** Activating a vibrant, liveable and safe city through enhancing outcomes for all.
2. **City Infrastructure:** Renewal and maintenance of Council’s infrastructure while balancing the needs of our growing city through sound asset management.
3. **City Sustainability:** Caring for our natural environment by promoting energy efficiency, best practice circular economy and embracing new technology.
4. **City Wellbeing:** Working to enable everyone at every stage of life to participate in welcoming and inclusive environments which foster learning, connection, health and wellbeing.

5. **City Leadership:** We will advocate for our community and region, operate efficiently, maintain sound governance, care for our team, and embrace a rapidly changing technological landscape.

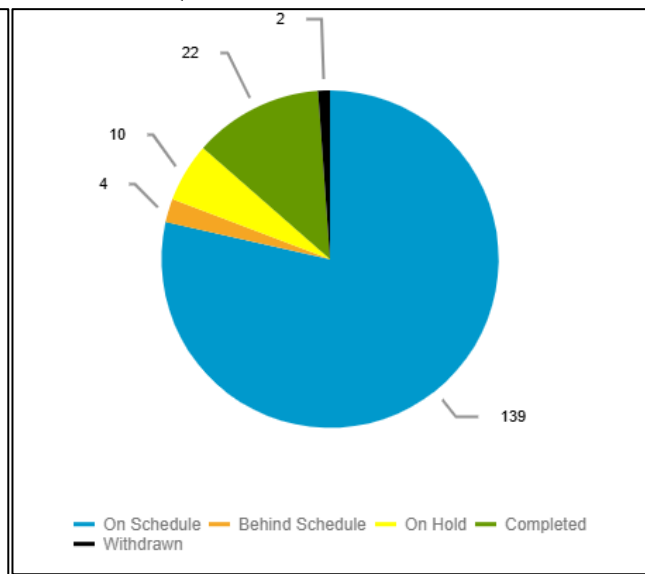
Year End Performance Snapshot

The quarterly results demonstrate continued improvement in the delivery of Annual Action Plan, with Quarter 4 year-end results indicating the majority of actions are completed with only a small number requiring continuation into 2026-2027.

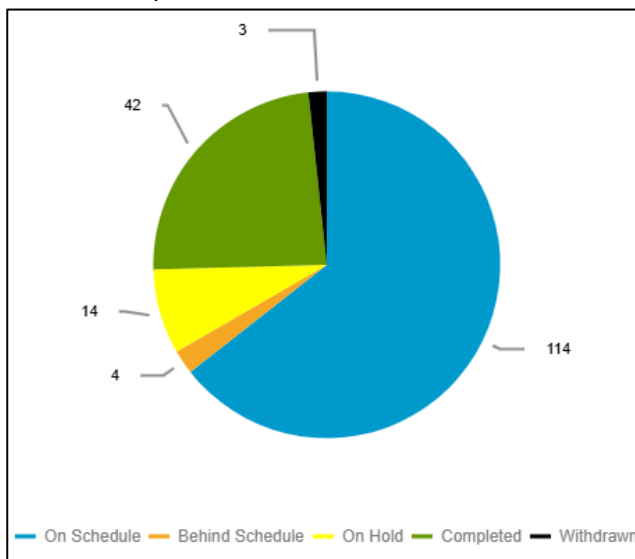
Q1 ACTIONS BY CATEGORY



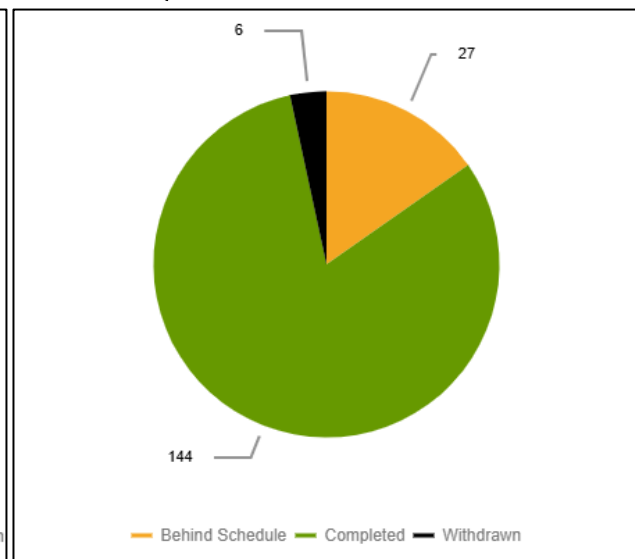
Q2 ACTIONS BY CATEGORY



Q3 ACTIONS BY CATEGORY



Q4 ACTIONS BY CATEGORY



Key Achievements

Objective 1: City Futures

- Warrnambool Art Gallery increased school engagement by 100% through subsidised bus travel initiatives.
- Adoption of several Council strategic plans including the Domestic Animal Management Plan, Onsite Wastewater Management Plan, Open Space Strategy 2026-2041 and Night-time Economy Plan 2026-2031.
- Delivery of major visitor and event programs including May Racing Carnival, Solstice Search Party and Easter Arts Festival Family Day.
- Continued workforce attraction through the Great South Coast DAMA program, which has supported 204 workers and 229 dependents relocating to the region since commencement.
- Significant growth in promotion of local events through the What's On platform, recording more than 272,000 annual clicks.

Objective 2: City Infrastructure

- Completion of the State of the Assets Report.
- Delivery of 1.7 kilometers of new footpaths through the Industrial Estate Footpath Project.
- Completion of the East Warrnambool Local Area Traffic Management Plan.
- Completion of the Koroit Street/Ryot Street roundabout project.
- Progression of Civic Centre accessibility upgrades, including planning for a lift and accessible amenities.
- Adoption of the Leases and Licences Policy 2025.

Objective 3: City Sustainability

- Expansion of electric vehicle charging infrastructure across Council facilities.
- Progression of solar and battery projects at Archie Graham Community Centre, ARC Stadium and the Depot.
- Delivery of tree planting, biodiversity and revegetation projects across the municipality.
- Completion of the Growing Green Rooms project.
- Continued pest animal and weed management programs protecting environmentally significant areas.
- Strong partnerships with Traditional Owners, environmental groups and community organisations.

Objective 4: City Wellbeing

- Adoption of Community Services Futures 2040 and Council's Reconciliation Action Plan.
- Successful implementation of Year 1 actions under the Creative Warrnambool Strategy.
- Establishment of the Creative Warrnambool website showcasing 114 creative practitioners.
- Strong growth at AquaZone, including 1,070 Learn to Swim participants and more than 108,000 member visits.
- Completion of the AquaZone Redevelopment Business Case and associated advocacy activities.
- Delivery of successful youth, volunteer, community health and inclusion programs across the municipality.

Objective 5: City Leadership

- Implementation of Stage 1 of the Coastal Connect Enterprise System project.
- Implementation of a new digital phone system.
- Successful trial of artificial intelligence technology within Local Laws operations.
- Adoption of the Long-Term Financial Plan 2026-2035 and the 2026-2027 Budget.
- Successful regional leadership through the South West Alliance and ICT Alliance.
- Completion of the Internal Audit Program and review of strategic risks.

Conclusion

Council has delivered a strong year-end result against the Annual Action Plan 2025-2026, with substantial progress achieved across all five strategic pillars. Major strategic plans have been adopted, significant infrastructure and community projects have been advanced, digital transformation milestones have been achieved, and advocacy efforts have continued to position Warrnambool for future growth and prosperity.

The small number of incomplete actions remain well progressed and have been incorporated into the 2026-2027 work program to ensure continued delivery against Council's long-term vision and strategic objectives.

ATTACHMENTS

1. Annual Action Plan: April - June 2025-2026 Q4 [7.5.1 - 38 pages]

7.6. Festivals And Events Fund - Allocated Funding Report

DIRECTORATE : City Futures

Purpose:

This report provides information on the Festivals and Events Grant Program 2026/2027 applications and recommended allocation of grants for approval.

Executive Summary

The Events and Promotions Branch has allocated funding and administers the Festivals and Events Grant Program in support of events in Warrnambool that deliver upon the strategic priorities of the Warrnambool Event Strategy. The total funding allocation for 2026/2027 is \$200,000.

- Council received thirty-seven (37) applications, 9 more than last round, with a total of \$335,639 requested, an increase of \$104,361 from last round.
- Of the 37 applications, 9 were deemed ineligible and did not meet the funding criteria, 10 are recommended to be fully funded and 18 are recommended to be partially funded.
- Out of the 28 recommended events, 6 have not received event funding previously.
- The 28 recommended events total \$196,632. The remaining \$3,368 will be reserved for eligible events taking place in July, as July events fall outside the current funding round. Should any funds still remain, they will be distributed to eligible ad hoc events that arise throughout the year.
- Of the recommended events to support, 7 will take place in Summer, 11.5 Autumn, 1 Winter and 8.5 in Spring.

It was agreed that the Warrnambool RSL could apply for the Partnership stream, previously has funded under the Large Community Event stream prior to submitting an application.

The Festivals and Events Grant Program process, managed through the Smartygrant system, within transparent and equitable guidelines and processes, provides a mechanism for the allocation of the funding to be allocated across the various funding streams.

RECOMMENDATION

That Council:

1. Approves the allocation of \$196,632 to be allocated to the 28 eligible events under the Festivals and Events Grants and Partnerships Program 2026/2027 program as per the table below.
2. The remaining \$3,368 will be allocated to events that take place in July. If the allocation isn't exhausted for July events the money will be distributed to ad hoc events throughout the year.
3. Requests that all applicants be advised of the outcome of the assessment process and the Council guidelines associated with the grant.

Applications recommended to be supported as per the amount allocated column:

Applicant	Project Title	Funding Stream	Amount Allocated	Funding For
Warrnambool Gem Club	Gem Club Open Day	Community Event Small - Medium	\$2,000	Event Operation Equipment Hire
Warrnambool Gift Inc	Warrnambool Gift	Community Event Small – Medium	\$4,000	Marketing and Advertising, AV Equipment Hire and Event Operation
Warrnambool and District Orchid Society	Warrnambool Orchid Show	Community Event Small – Medium	\$2,000	Marketing and Advertising and Venue Hire
Warrnambool Nepalese Community INC.	Nepalese Teej Celebration 2026- Warrnambool	Community Event Small – Medium	\$2,000	AV Equipment Hire and Advertising
Warrnambool and District Easter Arts Festival Inc.	Family Fun Day	Community Event Small - Medium	\$2,000	Entertainment
Warrnambool & District Community Hospice	Warrnibald Festival of Arts	Community Event Small – Medium	\$5,000	Marketing and Advertising and Venue Hire
Warrnambool Community Garden	Harfest 2027	Community Event Small – Medium	\$5,000	Event Operation Equipment Hire, Security and AV Equipment Hire
City of Warrnambool Eisteddfod Inc	The Warrnambool Eisteddfod Aria Competition 50th Anniversary Celebration	Community Event Small – Medium	\$5,000	Venue Hire, Marketing and Adverting and AV Equipment Hire
Filipino Community Council of Warrnambool Incorporated	Filipino Fiesta Warrnambool: A Multicultural Festival for the Community	Community Event Small	\$4,800	Event Operation and Equipment Hire
Warrnambool Running Club Inc	Warrnambool Running Festival	Community Event Large	\$9,186	Traffic Management
Surf T Surf	Surf 'T' Surf Fun Run/ Walk	Community Event Large	\$9,990	Traffic Management
Warrnambool Lawn Tennis Club Inc	Warrnambool Lawn Tennis Open 2027	Community Event Large	\$6,000	Event Operation Equipment Hire and Security
The F Project	Fabric of Life Festival 2027: "Good Vibrations: Revive:Re-Vibe"	Community Event Large	\$6,500	Advertising and Marketing, Venue Hire, Event Operation Equipment Hire

Applicant	Project Title	Funding Stream	Amount Allocated	Funding For
Warrnambool Volleyball Assoc/ South West Pirates	Seaside Volleyball Tournament	Community Event Large	\$4,000	Venue Hire
Warrnambool Agricultural Society Inc.	Warrnambool Show 2026	Community Event Large	\$10,000	Security
Warrnambool Showgrounds Reserve Inc.	Warrnambool Rodeo 2027	Community Event Large	\$7,000	Security and Event Operations Equipment Hire
Warrnambool Multicultural Association	Warrnambool Multicultural Festival 2026	Community Event Large	\$10,000	Traffic Management, AV Equipment Hire, Entertainment
Australia Classic Events	Targa Classica 2027	Tourism Event	\$2,160	Marketing and Advertising and Group Transfers
Warrnambool BMX Club Inc	2027 AusCycling BMX State Series - VIC – Warrnambool	Tourism Event	\$2,254	Event Operations, Equipment Hire and Waste Collection
Warrnambool Basketball Incorporated	Warrnambool Junior Seaside Classix Tournament	Tourism Event	\$1,242	Event Operation Equipment Hire
Life Saving Victoria Limited	2026 Victorian Junior Lifesaving Championships	Partnership Stream	\$20,000	Security, Waste Management, Photography, Equipment Hire
Premier Speedway Club	Grand Annual Sprintcar Classic	Partnership Stream	\$20,000	Security
Warrnambool Racing Club	May Racing Carnival & Jericho Cup	Partnership Stream	\$20,000	General Partnership
Warrnambool Citizens Road Race Committee	Melbourne to Warrnambool Cycling Festival	Partnership Stream	\$20,000	General Partnership
Warrnambool RSL Sub-Branch Inc	Remembrance Day 2026 and ANZAC Day 2027	Partnership Stream	\$12,000	Traffic Management, Marketing and Advertising

Applicant	Project Title	Funding Stream	Amount Allocated	Funding For
St John's Presbyterian	Carols on the Green	Community Christmas Carols	\$1,500	AV Equipment Hire
Kardinia Community Services Inc.	Kardinia Family Christmas Carnival	Community Christmas Carols	\$1,500	Event Operation Equipment Hire and Entertainment
Dennington Community Association	Dennington Carols	Community Christmas Carols	\$1,500	AV Equipment Hire

Background / Previous Reporting

The Events and Promotion branch through the annual Festivals and Events Grants Program seeks to support events which contribute to the local economy and build the profile of Warrnambool as a vibrant regional city, in line with the goals of the Warrnambool Events Strategy.

The program objectives aim to:

- Generate a diverse, vibrant and inclusive annual calendar of events
- Attract overnight visitors outside of peak visitation times, particularly in winter
- Attract new revenue into the local economy, providing a boost to local businesses
- Create memorable experiences that are unique to Warrnambool's city lifestyle and unique natural environment.
- Encourage and assist events to become financially sustainable and protect valuable annual events
- Inspire and empower environmental enhancements, and social benefits to improve livability
- Occur in off-peak and shoulder seasons
- New events that have not been funded previously

Applicants had to demonstrate an alignment with one of the listed grant categories and criteria and were assessed based on weighted criteria within the category. Refer to 2026/27 Festivals and Events Grants guidelines, **Attachment 1**.

Eligible applications were evaluated by a panel of Council officers. All panel members assessed each application using the following rating system to score each criterion (5 = excellent, 4 = good, 3 = satisfactory, 2 = week and 1 = unsatisfactory) so a weighted score could be calculated to rank applications. Applicants were also required to submit a financial statement or current bank statement to help determine their capacity to run the festival or event and their need for assistance. The applicant's alignment with the program's objectives was also taken into account.

The below applications were deemed ineligible as they did not align with the grant program guideline requirements.

- ALERT Warrnambool, Alert Warrnambool 2027
- Warrnambool & District Pipes & Drums Inc, South West Coast Piper Drummer Dancer
- Warrnambool Model Railway Club Inc, Model Train Exhibition
- The Event Designers, KidFEST Warrnambool 2027
- Auspicious ARTs Projects INC, Rainbow Connection
- Jorday Industries Pty Ltd, SLAB Fest 2027: Coastal Jam
- Lady Bay Kennel Club Inc, Warrnambool and Lady Bay Kennel Club Annual Dog Show Cluster
- Warrnambool Swimming Club, Warrnambool Swimming Club June Meet
- Extreme Life, Christmas Spectacular

Issues

There were no issues that were identified throughout the assessment process.

Financial Impact

The allocation of funding from the applications received is within the \$200,000 allocated budget.

There will be \$3,368 of unallocated funds that can be distributed to events that take place in July or ad hoc events that request funding during the year.

Legislation / Policy / Council Plan Context

1 City Futures

1.12 Our City celebrates iconic events and attractions that are part of our identity and visitor economy including speedway racing, the May Racing Carnival and our foreshore and beach.

Timing

Upon endorsement by Council of the recommendations, all applicants will be notified by email of the outcome of their application on 4 August 2026.

- Projects to be completed between 4 August 2026 – 30 June 2027.
- Project to be acquitted, and post event report due 8 weeks post event or 31 July 2027 if event doesn't take place within the 8 weeks.

Internal / External Consultation

Funding round promotion included:

- Paid promotion via Council social media and media release
- Events & Promotion Newsletter
- Economic Development Newsletter
- One-on-One with a Grant Specialist" event
- Radio and Newspaper advertising

Legal Risk / Impact

All funding decisions are assessed within the guidelines approved by Council. Events on Council managed land are processed through the Council Event Control Group to ensure events gain landowner's consent and approval before proceeding.

Officers' Declaration of Interest

No officers involved in the funding process have declared a conflict of interest.

Collaborative Procurement

Not Applicable.

Conclusion

The allocation of \$196,632 to be allocated to the 28 eligible events under the Festivals and Events Grants and Partnerships Program 2026/2027 program is tabled at the next Council meeting for approval and notification to successful and unsuccessful applicants on 4 August 2026.

ATTACHMENTS

1. 2627 Festivals and Events Guidelines [7.6.1 - 10 pages]

7.7. Community Development Fund 2026-2027

DIRECTORATE : City Wellbeing

Purpose:

This report provides information on the Community Development Fund 2026-2027 applications and recommended allocation of grants for Council approval.

Executive Summary

- The 2026-2027 Community Development Fund attracted exceptionally strong interest from the community, with applications exceeding the funding available. This level of demand highlights both the value of the program and the important role it plays in supporting local initiatives that strengthen community participation, wellbeing, and social connectedness.
- Council received forty-seven (47) applications for the Community Development Fund 2026-2027 program, requesting \$229,206.
- Of the forty-seven applications, one (1) was withdrawn before assessment (resubmitted to Festivals and Events Fund), eleven (11) applications were not supported, nineteen (19) have been partially funded (received funding in previous year), and sixteen (16) have been recommended to be fully funded.
- This report recommends \$141,222.20 to be allocated to thirty-five (35) eligible groups under the Community Development Fund 2026-2027 program.

RECOMMENDATION

That Council

1. Approve funding of \$141,222.20 to thirty-five groups under the Community Development Fund 2026-2027 Program as follows:

Applicant	Project Title	Funding Category	Total CDF Allocated
Holiday Actors Inc	Holiday Actors 'Beauty & The Beast'	Creative Projects	\$4,117.65
Friends of Warrnambool Botanic Gardens Inc	Yellow Tail Black Cockatoos	Creative Projects	\$4,117.65
Warrnambool Organ Festival	Music from the silver screen	Creative Projects	\$4,117.65
Coaster Art Show	2026 Coaster Art Show	Creative Projects	\$600.00
Warrnambool Symphony Orchestra Inc	Annual Children's Concert	Creative Projects	\$4,117.65
Warrnambool Ukulele Group	"Raising the profile of Warrnambool Ukulele Group"	Creative Projects	\$1,172.00
Find Your Voice Collective	Accessible Orchestra	Creative Projects	\$4,117.65
Warrnambool Theatre Company Inc	Orlando	Creative Projects	\$4,117.65
Kelp Magazine	Create a short promotional video and website upgrade project	Creative Projects	\$5,000.00
Loved & Shared	Supporting Families Through Reuse and Resource Recovery	Environment and Sustainability	\$3,703.00

Applicant	Project Title	Funding Category	Total CDF Allocated
Warrnambool Coastcare Landcare Network	Citizen science baselining of aquatic biodiversity in the Warrnambool region	Environment and Sustainability	\$4,537.65
Warrnambool Weed Warriors	Warrnambool Weed Warriors Equipment	Environment and Sustainability	\$2,160.00
Warrnambool Toy Library	Party Packs for Hire	Environment and Sustainability	\$4,117.65
Warrnambool Multiple Sclerosis Peer Support Group	Multiple Sclerosis - Identifying and Managing Stress	Health and Wellbeing	\$3,817.65
Lifeline Direct Limited	Conversations That Matter	Health and Wellbeing	\$3,500.00
Let's Talk Foundation	The ADHD and Mental Wellbeing Community Workshop	Health and Wellbeing	\$4,500.00
Birdlife Australia	Facilitate communication and enjoyment of bird identification in a natural environment.	Health and Wellbeing	\$2,799.00
Nestles Cricket Club Inc	Reid Oval PA System Upgrade	Minor Capital Works	\$10,000.00
Warrnambool Club Inc	Warrnambool Club External Building Preservation	Minor Capital Works	\$8,000.00
Warrnambool Adult Riding Club	Horse fencing at Warrnambool Showgrounds	Sport and Recreation	\$2,408.00
Warrnambool Senior Citizen's Club	Recloth Billiard Tables	Sport and Recreation	\$3,800.00
Warrnambool Springers Gymnastics Inc	Inflatable Safety Pit - Gymnastics	Sport and Recreation	\$4,117.65
Warrnambool & District Football Netball League	WDFNL Centre of Excellence	Sport and Recreation	\$5,000.00
Warrnambool Yacht Club	Purchase of Training Dinghy	Sport and Recreation	\$4,117.65
Warrnambool Little Athletics Club Inc	Equipment Purchase	Sport and Recreation	\$4,297.65
Merrivale Cricket Club Inc	Growing Girls cricket	Sport and Recreation	\$2,669.15
Athletics South West Turbines	Equipment Purchase	Sport and Recreation	\$4,728.65
South C Dragons Inc	Lights, Camera, Action – purchase of equipment to support coaching	Sport and Recreation	\$2,117.65
Warrnambool Kyokushin Karate Social Club Inc	Safe Foundations: Training Mats & Safety Equipment for Inclusivity	Sport and Recreation	\$5,000.00
The Warrnambool Billiards and 8 Ball Club	Expanded Community 8 Ball Participation Program	Sport and Recreation	\$5,000.00
Warrnambool Touch Football Club Inc	Launching Female and Junior Pathways in Touch Football	Sport and Recreation	\$3,000.00
Warrnambool Rangers Football Club Inc	Warrnambool Rangers Inclusive Uniform Renewal Project	Sport and Recreation	\$5,000.00
Warrnambool Surf Life Saving Club	Developing youth volunteer surf lifesaver ocean skills	Sport and Recreation	\$3,117.65
City of Warrnambool Rowing Club	Increasing participation in rowing for women, girls and older adults	Sport and Recreation	\$4,117.65
Warrnambool City Croquet Club	Let's Rock Around the Croq!	Sport and Recreation	\$4,117.65

- Advise all applicants of the outcome of the assessment process and where applicable, any conditions associated with the grant.

Background

Council's Community Development Fund aims to improve the livability of the City, with priority provided to proposals that target;

- improving health and wellbeing outcomes
- creative projects that strengthen community connection, participation, inclusion and wellbeing
- reducing barriers for priority groups
- enhancing accessible and shared community facilities
- promoting environmentally sustainable practices that contribute to a healthy, active and livable Warrnambool
- key Council priorities under the Healthy Warrnambool 2025-2029, Active Warrnambool Strategy 2025-2035, Creative Warrnambool Strategy 2025-2029, or Green Warrnambool

Funding is available for projects, equipment, activities and minor capital improvement work which meet the grant program eligibility and criteria and contribute to participation outcomes, club capacity, community connectedness, environmental and sustainability actions and enhancing accessibility.

Under the guidelines, eligible community groups and clubs were able to submit applications for grants of up to \$5,000 for Sport and Recreation, Health and Wellbeing, Creative Projects, and Environment and Sustainability and up to \$10,000 for Minor Capital Works.

The total funding pool for the 2026-2027 round is **\$142,524**. The funding has been allocated from Recreation & Culture (\$85,000), Community Strengthening (\$20,000), Natural Environment and Sustainability (\$15,000) and \$22,524 of rolled-over unspent funds from 2025-2026 Community Development Fund as per Council resolution at its August 2025 meeting.

The round opened on 14 May 2026 and closed on 28 June 2026.

Council ran a combined Grant Information Session with the Festival and Events team with forty-four (44) groups spending one-on-one time with Officers discussing eligibility and program alignment at the Lighthouse Theatre on 13 May 2026.

The 2026-2027 program was advertised through:

- Council's website and social media platforms, including targeted posts of previous grant recipients (Warrnambool Beach Patrol, Warrnambool Theatre Company, Warrnambool Surf Life Saving Club, and the Warrnambool Filipino Fiesta).
- CONNECT Warrnambool Facebook posts (7.9K followers) and email to website subscribers which is now linked to 253 local groups.
- Direct email to all sport and recreation, creative project databases, sustainability environmental groups and previous recipients of CDF funding (499 emails).

Applications were submitted and managed through the online platform, Smartygrants.

Eligible applications were evaluated by a panel of Council officers representing each of the grant categories; Sport and Recreation, Health and Wellbeing, Creative Projects, Environment and Sustainability, and Building Asset/Maintenance teams. All Minor Capital Works submissions were also reviewed to ensure compliance with building standards, regulations and safety requirements.

All panel members assessed each application using the following rating system to score each criterion (5 = excellent, 4 = good, 3 = satisfactory, 2 = weak and 1 = unsatisfactory) so that a weighted score could be calculated to rank applications.

Based on the total funding pool available (\$142,524), the following allocations were aligned to each category with \$1,302 retained for advertising.

- Sport and Recreation \$62,609.35.
- Health and Wellbeing \$14,616.65.
- Creative Projects \$31,477.90.
- Environment & Sustainability \$14,518.30.
- Minor Capital Works \$18,000.00.

Applicants had to demonstrate an alignment with one of the listed grant categories and criteria and were assessed based on the weighted criteria within the category. **Refer to Attachment – Community Development Fund 2026-2027 Guidelines.** Applicants were also required to submit an audited financial statement or current bank statement to help determine their capacity to complete the project and their need for assistance.

Issues

This round attracted exceptionally strong interest from the community, with applications significantly exceeding the funding available. As a result, some organisations that have previously received support through the program were unsuccessful in this round, reflecting the strength of the applicant pool rather than any reduction in the merit of their proposals.

This funding round closed for submissions at midnight on Sunday 28 June 2026. Forty-seven (47) applications were received requesting \$229,206.

All eligible applications were assessed against the published criteria within the Community Development Fund Guidelines adopted by Council, using a merit-based assessment framework.

- Community Need /Strategic Alignment & Public Benefit – 30%
- Participation, Equity and Community Support – 30%
- Capacity, Governance & Outcomes Management – 25%
- Budget, Value for Money and Resource Leveraging – 15%

All applications were assessed independently by each member of the assessment panel against the established assessment criteria:

- Applications were scored using a five-point rating scale, where 5 represented an excellent response, 4 a good response, 3 a satisfactory response, 2 a weak response, and 1 an unsatisfactory response.

- Scores reflected the extent to which applicants demonstrated alignment with program objectives, community benefit, project feasibility, organisational capacity, and value for money.
- The combined assessment results were used to rank applications and inform funding recommendations, ensuring a consistent, transparent, and merit-based allocation process.
- Applications are ranked according to project merit, equity, and balance of funds available.
- In some situations, Council may provide grant funding to a lesser amount than requested. (i.e. when parts of an application do not meet funding eligibility).

If applications have equal merit, a lower priority may be assigned to projects/initiatives that:

- Received Council grant funds in the same or previous financial year
- Are recommended/are likely to be recommended for funding through other Council grants
- Have greater access to funding from sources other than this grant
- Have a low percentage of group contribution, cash and/or in-kind

Sixteen (16) applications are recommended to be fully funded, and nineteen (19) partially funded with eleven (11) not supported.

Partial Funding

The assessment panel identified eighteen applicants who had received funding in previous years and were considered a lower priority to be fully funded, and two applicants below who are recommended for partial funding based on documentation/evidence provided and balance of funds available.

- Coaster Art Show: requested \$2,967 towards venue and equipment hire, purchase of materials, promotional costs and specialist administration labour costs. However, the evidence provided to justify the projects costs was only \$600 for venue hire.
- Friends of Warrnambool Botanic Gardens Inc: requested \$5,000 towards the installation of a bronze sculpture of five yellow tailed black cockatoos. In balancing the funds available, \$4,000 to be allocated. The FWB has confirmed significant contributions from three Philanthropic Foundations along with their own contribution to cover the total cost of the project.

Fully Funded

Seventeen applicants have been recommended to be fully funded. Applicants were considered a higher priority for funding according to project merit and equity, and having not received grant funding in previous years.

Applications Not Supported

11 eligible applicants were not supported as their application did not meet the criteria set out in the Guidelines, or were assessed lower than other applications.

Group Name	Category	Amount Requested	Comments
Southern Right Creative Festival Inc	Creative Projects	\$5,000	Not supported as project was aligned with fundraising which does not align with guidelines.
Danjing (Joy) Zhang	Creative Projects	\$5,000	No quotes are provided. Creative team to work with applicant to resubmit for next year.
Jennifer Monk	Creative Projects	\$5,000	No quotes provided and project was considered as core operational funding.
Warrnambool & District Historical Society Inc.	Creative Projects	\$5,000	Previous funding was provided last year for the same project.
Toy Makers Club	Creative Projects	\$5,000	No quotes provided and project was considered as core operational funding.
Warrnambool Bridge Club	Minor Capital Works	\$4,822	No matching contribution provided and installation of handrail considered BruaerAnder compliance responsibility.
Community Radio Endeavour Warrnambool trading as 3 WAYFM	Minor Capital Works	\$5,000	No matching contribution provided or consent from the Department of Education to install a new telephone system and wiring.
Warrnambool Neighbourhood and Community Centre	Minor Capital Works	\$5,868	No matching contribution provided and installation of ramp is considered a Department of Public Housing responsibility.
Group Name	Category	Amount Requested	Comments
Warrnambool 3 Year Old Kindergarten	Sport and Recreation	\$5,200	The purchase of outdoor play equipment has been previously funded.
Russell's Creek Club - Cricket Division	Sport and Recreation	\$4,938	Purchase of turf wicket covers is not considered to have a participation outcome.

Fund Budget

The total funding pool for the 2026-2027 round is **\$142,524**. The funding has been allocated from Recreation & Culture (\$85,000), Community Strengthening (\$20,000), Natural Environment and Sustainability (\$15,000) and \$22,524 of rolled-over unspent funds from 2025-2026 Community Development Fund and the following allocations aligned to each category as per Council resolution at its April 2026 meeting:

- Environment & Sustainability \$15,000
- Health & Wellbeing \$20,000
- Sport & Recreation \$22,500
- Creative Arts \$22,500
- Minor Capital Works \$40,000
- \$22,524 discretionary from rollover funds

Forty-seven applications requesting \$229,206 were submitted to the program. The funding pools for the Creative Projects and Sport and Recreation streams were oversubscribed and the Health and Wellbeing and Minor Capital Works streams undersubscribed. In accordance with the Program Guidelines remaining funds in categories not fully expended have been redirected to those categories where applications exceed the funding pool as follows.

- Sport and Recreation \$62,609.35
- Health and Wellbeing \$14,616.65
- Creative Projects \$31,477.90
- Environment & Sustainability \$14,518.30
- Minor Capital Works \$18,000.00

One application was withdrawn. The remaining forty-six applications were assessed against the CDF criteria. Based on project merit, equity and balance of funds available, \$141,222.20 is recommended to fund thirty-five organisations, with eleven submissions not supported. The remaining budget is to be allocated towards fund advertising.

Financial Impact

All allocations have been made within the available budget. A total of \$142,524 was available for the 2026-2027 round. Total allocations are \$141,222.20, with remaining budget allocated towards fund advertising.

Legislation / Policy / Council Plan Context

4 City Wellbeing

4.2 Our City encourages opportunities for innovation and creativity, increasing community connectedness.

4.3 Our active City provides recreational opportunities for people of all ages and abilities.

4.4 Our inclusive and diverse City is welcoming to all.

Timing

Upon endorsement by Council of the recommendations, all applicants will be notified by email of the outcome of their application on 4 August 2026.

Successful applicants to attend Council's Civic Reception to be conducted at the Lighthouse Theatre on 5 August 2026.

Internal / External Consultation

Applicants to be notified of the outcome of their application by email on 4 August 2026.

Legal Risk / Impact

N/A

Officers' Declaration of Interest

Council officer's Kyme Rowe and Nerissa Lovric declared a conflict with the Warrnambool Dragon Boat Club's submission. Kyme or Nerissa did not assess this application nor take part in any discussions about the proposed application. This application was assessed on its merits by the other Officers involved with the panel.

Council officer Justin Harzmeyer declared a conflict with Russells Creek Club's submission. Justin did not assess this application nor took part in any discussions about the proposed application. This application was assessed on its merits by the other Officers involved with the panel.

Council officer Gareth Colliton declared a conflict with the Warrnambool Club's submission. Gareth did not assess this application nor took part in any discussions about the proposed application. This application was assessed on its merits by the other Officers involved with the panel.

Collaborative Procurement

NA

Conclusion

Forty-seven applications requesting \$229,206 were submitted in this funding round. One application was withdrawn, and eleven applications were not supported. Based on the project's merit, equity and balance of funds available, \$141,222.20 is recommended to support thirty-five organisations.

This level of demand highlights both the value of the program and the important role it plays in supporting local initiatives that strengthen community participation, wellbeing, and social connectedness. The oversubscription also demonstrates the ongoing need for investment in community-led projects and reinforces the importance of maintaining an appropriate balance between available funding and community expectations. Ensuring funding levels remain aligned with demand is critical to maximising community benefit, supporting a diverse range of organisations, and preserving confidence in the program as a fair and effective mechanism for delivering positive community outcomes.

Subject to Council endorsement, all applicants will be notified of the outcome of their application to attend Council's Civic Reception on Wednesday 5 August 2026.

ATTACHMENTS

1. Community Development Fund 2026-2027 Guidelines [7.7.1 - 12 pages]
2. CDF Assessment Summary V 4 [7.7.2 - 3 pages]

7.8. Contract Award 2025033 - Design & Construction Of Shipwreck Bay Key Worker Accommodation

DIRECTORATE: City Infrastructure & Environment

Purpose:

The purpose of this report is to provide information on Tender 2025033 – Design & Construction of Shipwreck Bay Key Worker Accommodation and recommend award of contract to Craftflex Pty Ltd.

Executive Summary

Council publicly advertised a tender for the Design & Construction of Shipwreck Bay Key Worker Accommodation on Friday, 15 May 2026, and was open to submission for a period of five (5) weeks.

A total of nine (9) tender submissions received in the electronic tender box at the close of tenders. One late tender was received, therefore not considered in accordance with the Procurement Policy.

A tender evaluation was completed by the Tender Evaluation Panel and determined that Craftflex Pty Ltd is the preferred tenderer and is recommended to be awarded the Contract as they presented the best value for money submission and had the highest weighted score.

RECOMMENDATION

That Council:

1. Awards Contract No. 2025033 - Design & Construction of Shipwreck Bay Key Worker Accommodation to Craftflex Pty Ltd for the tendered amount of \$3,799,195.00 excluding GST (\$4,179,114.50 including GST);
 2. Authorises the CEO to sign, seal and vary the contract as required.
-

Background / Previous Reporting

The project was identified due to a growing shortage of affordable and appropriate rental accommodation within Warrnambool and the broader Barwon South West region, which is impacting the ability of employers to attract and retain essential workers. In response, Warrnambool City Council secured \$4.99 million in funding, with a \$300,000 contribution required from Council for a total budget of \$5.299m, through the Regional Worker Accommodation Fund program delivered by Regional Development Victoria, to deliver purpose-built accommodation for key workers at Shipwreck Bay Holiday Park, Pertobe Road.

The project will provide fifteen self-contained modular dwellings comprising three one-bedroom, seven two-bedroom and five three-bedroom units, creating a net increase of 32 bedrooms for key workers and their families. The development has been designed to provide high-quality, energy-efficient accommodation that meets contemporary accessibility and livability standards while supporting the long-term economic and social needs of the municipality.

To facilitate delivery, the project has been separated into distinct procurement packages. Civil works, including demolition, earthworks, site servicing and utility infrastructure, are being procured under a separate contract. The subject of this report is the award of the Design and Construct contract for the fabrication, supply, delivery and installation of the modular accommodation units and associated works, excluding the civil works package. This procurement approach enables specialist contractors to be engaged for each component of the project, reduces delivery risk and allows civil infrastructure and accommodation construction activities to be managed independently while maintaining overall project timelines.

The proposed contract will deliver the accommodation outcomes required under the funding agreement and represents a significant milestone in progressing the Regional Worker Livability Program towards completion and occupation. The funding agreement also requires the accommodation to be made available as key worker accommodation for a period of five years following completion, ensuring the project continues to support workforce attraction and retention outcomes beyond construction.

Issues

Peak Tourism Period: Construction will occur within Shipwreck Bay Holiday Park and must be carefully managed to minimise disruption to visitors, park operations and traffic movements during the busy summer tourism season.

Protection of Mature Trees: The works interface with established vegetation and mature trees, requiring appropriate design and construction methodologies to avoid damage to root zones and maintain site amenity.

Building and Regulatory Compliance: The contractor must ensure all modular dwellings are designed, certified and constructed to achieve the necessary permits, occupancy approvals and compliance with applicable legislation and standards.

Principal's Requirements: The successful contractor must demonstrate compliance with the Principal's Requirements, including energy efficiency targets, accessibility standards, quality requirements, landscaping, furnishing and operational outcomes specified for the project.

Contract Interface Management: Close coordination will be required between the accommodation contract and the separately delivered civil works package to ensure service connections; site access and construction sequencing are effectively managed.

Financial Impact

This project is being funded from the following sources:

FUNDING SOURCE	AMOUNT
State Funding (Regional Worker Accommodation Fund)	\$4,990,000
Warrnambool City Council FY25/26*	\$300,000
GRANT AGREEMENT FUNDING	\$5,290,000
Warrnambool City Council FY26/27**	\$400,000
TOTAL FUNDING	\$5,690,000

*Council's required co-contribution per the executed Funding Agreement.

** Additional funding allocated through the Council budget to be contributed to this project if required.

The recommended contract award value is \$3,799,195.00 excluding GST.

Legislation / Policy / Council Plan Context

1 City Futures

1.8 Our City encourages business growth and development.

1.9 Our City will create an environment that accelerates delivery of housing across all forms.

Timing

Contract award is anticipated in early August 2026, with design activities to commence immediately following award. Off-site construction of the modular dwellings is expected to occur during the latter part of 2026, with delivery of the dwellings to site proposed for February 2027.

Internal / External Consultation

The intended engagement approach is to inform the broader community of the contract award and the next stages of project delivery. More specific consultation will be undertaken with those immediately affected by the works, including Shipwreck Bay Holiday Park users, Pertobe Road users, nearby residents and local operators, to ensure they are aware of the proposed timing, potential impacts and relevant project updates.

Legal Risk / Impact

A comprehensive risk assessment was undertaken for the Shipwreck Bay Key Worker Accommodation project, identifying risks across planning, procurement, design, construction and operational phases. Key risks related to environmental impacts, procurement methodology, design quality, construction safety, traffic management, and stakeholder interface. Appropriate controls and mitigations have been put in place.

Officers' Declaration of Interest

Nil

Collaborative Procurement

Project specific procurement - collaborative procurement not applicable.

Conclusion

A full procurement process has been undertaken for tender 2025033 – Design & Construction of Shipwreck Bay Key Worker Accommodation. After completion of tender assessments of the submissions by the Tender Assessment Panel, it is determined that the tender represents best value for Council, and the panel recommends that Council award the contract to Craftflex Pty Ltd.

ATTACHMENTS

Nil

7.9. Contract Award 2026058 - Civil Infrastructure Construction – Shipwreck Bay Key Worker Accommodation

DIRECTORATE: City Infrastructure & Environment

Purpose:

The purpose of this report is to provide information on Tender 2026058 – Civil Infrastructure Construction – Shipwreck Bay Key Worker Accommodation and recommend award of contract to Duggan Civil Pty Ltd.

Executive Summary

Council publicly advertised a tender for the Civil Infrastructure Construction – Shipwreck Bay Key Worker Accommodation on Friday 26 May 2026 and was open to submission for a period of three and a half (3.5) weeks.

A total of six (6) tender submissions were received in the electronic tender box at the close of tenders.

A tender evaluation was completed by the Tender Evaluation Panel and determined that Duggan Civil Pty Ltd is the recommended tenderer to be awarded the Contract as they presented the best value for money submission and had the highest weighted score.

RECOMMENDATION

That Council:

1. Awards Contract No. 2026058 - Civil Infrastructure Construction- Shipwreck Bay Key Worker accommodation project to Duggan Civil Pty Ltd for the tendered amount of \$663,522.05 excl GST & \$729,874.26 Incl GST.
 2. Authorises the CEO to sign, seal and vary the contract as required.
-

Background / Previous Reporting

The Shipwreck Bay Key Worker Accommodation project forms part of Council's response to the shortage of affordable and appropriate rental accommodation in Warrnambool and the broader Barwon South West region. Warrnambool City Council secured \$4.99 million in funding, with a \$300,000 contribution required from Council for a total budget of \$5.299m, through the Regional Worker Accommodation Fund program delivered by Regional Development Victoria to support delivery of purpose-built accommodation for key workers at Shipwreck Bay Holiday Park, Pertobe Road.

To enable delivery of the overall project, the works have been separated into distinct procurement packages. The modular accommodation component is being considered through a separate Council report. This report relates specifically to the award of the civil construction works package required to prepare and service the site.

The civil construction works include the enabling infrastructure necessary to support the development, including demolition, earthworks, site preparation, services installation, utility connections and associated civil infrastructure. Undertaking these works as a separate package allows suitably qualified civil contractors to deliver the required infrastructure while maintaining clear separation from the accommodation procurement and construction responsibilities.

Awarding the civil construction works contract is a critical step in progressing the project, as these works will establish the site conditions and infrastructure needed for the subsequent installation of the accommodation units. The recommended award supports the overall project program and enables Council to continue delivering against the Regional Worker Accommodation funding agreement.

Issues

Peak Tourism Period: Construction will occur within Shipwreck Bay Holiday Park and must be carefully managed to minimise disruption to visitors, park operations and traffic movements during the busy summer tourism season.

Protection of Mature Trees: The works interface with established vegetation and mature trees, requiring appropriate design and construction methodologies to avoid damage to root zones and maintain site amenity.

Contract Interface Management: Close coordination will be required between the accommodation contract and the separately delivered civil works package to ensure service connections; site access and construction sequencing are effectively managed.

Asbestos Removal and Demolition of Shipwreck Bay Kiosk: The civil works package includes the demolition of the existing Shipwreck Bay Kiosk building. Due to the age and nature of the building, asbestos-containing materials is present and will need to be managed and removed by appropriately licensed contractors prior to demolition works commencing. The contractor will be required to undertake the works in accordance with relevant occupational health and safety, environmental and waste disposal requirements to ensure risks to workers, park users and the surrounding environment are appropriately controlled.

Financial Impact

This project is being funded from the following sources:

FUNDING SOURCE	AMOUNT
State Funding (Regional Worker Accommodation Fund)	\$4,990,000
Warrnambool City Council FY25/26*	\$300,000
GRANT AGREEMENT FUNDING	\$5,290,000
Warrnambool City Council FY26/27**	\$400,000

*Council's required co-contribution per the executed Funding Agreement.

** Additional funding allocated through the Council budget to be contributed to this project if required.

The recommended contract award value is \$663,522.05 excluding GST.

Legislation / Policy / Council Plan Context

1 City Futures

1.8 Our City encourages business growth and development.

1.9 Our City will create an environment that accelerates delivery of housing across all forms.

Timing

Contract award is anticipated in early August 2026, with demolition of the kiosk to occur in early September in preparation of a construction period from September to December 2026.

Internal / External Consultation

The intended engagement approach is to inform the broader community of the contract award and the next stages of project delivery. More specific consultation will be undertaken with those immediately affected by the works, including Shipwreck Bay Holiday Park users, Pertobe Road users, nearby residents and local operators, to ensure they are aware of the proposed timing, potential impacts and relevant project updates.

Legal Risk / Impact

A comprehensive risk assessment was undertaken for the Shipwreck Bay Key Worker Accommodation project, identifying risks across planning, procurement, design, construction and operational phases. Key risks related to environmental impacts, procurement methodology, design quality, construction safety, traffic management and stakeholder interface. Appropriate controls and mitigations have been put in place.

Officers' Declaration of Interest

Nil

Collaborative Procurement

Project specific procurement - collaborative procurement not applicable.

Conclusion

A full procurement process has been undertaken for tender 2026058 – Civil Infrastructure Construction Shipwreck Bay. After completion of tender assessments of the submissions by the Tender Assessment Panel, it is determined that the tender represents best value for Council, and the panel recommends that Council award the contract to Duggan Civil Pty Ltd.

ATTACHMENTS

Nil

7.10. Outside Of School Hours Care (OSHC) Service Increase

DIRECTORATE : City Wellbeing

Purpose:

This report provides information on the increase in service of Councils Outside of School Hours Care Program, to include Before School Care and Pupil Free Day care.

Executive Summary

A review of Council's OSHC Service (OSHC) was completed in 2025. Engagement with families and St Josephs Primary School identified demand for Before School Care (BSC) and Pupil Free Day Care (PFDC) to be offered at the school in addition to the existing After School Care (ASC) program.

These additional OSHC programs will provide school aged childcare to families currently without access to care at these times.

Investigation into the viability of operating the two additional programs concluded they were projected to both operate at a modest profit to Council in the first year and income will increase as the number of children in care increases. The change to programing at the school to include Before School Care and Pupil Free Day Care means Council will also be able to continue to run the OSHC Service and as ongoing revenue raising programs. The additional programs will support the sustainability and resourcing of Council's OSHC Service.

Council recently finalised negotiations with St Josephs Primary School regarding the expansion of existing OSHC programs and have developed the new programs for implementation by the end of Term 3 this year.

The Victorian Early Childhood Regulatory Authority (VECRA) has approved the implementation of the additional OSHC programs under the existing service approval at the school.

The OSHC Service 2026-2027 budget and fees will need to be amended to include the operation of the new programs. These changes are summarised for Council's endorsement within this report.

RECOMMENDATION

That Council:

1. Increase the program offering of the Outside of School Hours Care service, to include Before School Care and Pupil Free Day Care at St Joseph's Primary School.
2. Adopt the revised fees and charges for the 2026-2027 financial year for Outside of School Hours Care service, noting the addition of new fees for Before School Care and Pupil Free Day Care and the adjusted fees for the programs in accordance with the retention grant maximum increase of 5.8%.

Program	July to December 2026	January to June 2027 5.8% increase
Before School Care Casual Rate Per Session	\$25.00	\$26.45
Before School Care Permanent Rate Per Session	\$23.00	\$24.30
Pupil Free day Care Daily Rate	\$96.40	\$102.00
Vacation Care Daily Rate	\$96.40	\$102.00
After School Care Casual Rate Per Session	\$34.00	\$37.75
After School Care Permanent Rate Per Session	\$30.60	\$32.35

Background

Council's current OSHC Programs include After School Care (ASC) delivered from St Joseph's Primary School each day after school and Vacation Care (VC) conducted at the Stadium over the school holidays.

The OSHC Service enables parents and carers of primary school age children to work and/or study, knowing that their children are cared for in a safe and enjoyable environment.

Council's OSHC Service maintains well-established partnerships with local family support services.

Local families currently rely on the OSHC service for childcare, in particular families juggling the balance of raising a family and needing to work. The program assists the local industry and businesses with workforce shortages with staff not having access to childcare and also assisting women to return to the workforce.

Council's ASC program has a licensed capacity for 90 children in care at St Josephs PS. Mandated Educator to child ratios requires 2 Educators for every 15 children in care.

Council's programs follow best practice, accessing the federal government's inclusion support benefit to subsidise the cost of additional Educators to support children. The inclusion support benefit also allows services to address barriers for inclusion, build capacity and capability to include children all children, including those with additional needs and implement quality, inclusive and equitable practices.

The program receives referrals from respite support agencies and out of home care organisations to facilitate access to Council's OSHC programs for clients needing support and care for children. Council's OSHC programs have a strong reputation with local crisis family support, out of home care and disability support agencies.

A review of Council's OSHC Service was completed in 2025. St Joseph's Primary School was invited to provide feedback on Council's ASC program that operates at the school.

A survey of families using both Council's ASC and VC programs was made available for 10 days in August 2025. The survey responses provide a good sample with 40% of ASC families and 39% of VC families providing feedback.

Engagement with stakeholders has revealed:

- St Joseph's Primary School value Council's ASC program and rates the program as first class.
- Most families rely on the ASC and VC programs for childcare while they work.
- 55% of ASC families and 37% of VC families said they could not manage without the program.
- 90% of ASC families and 85% of VC families rated the quality of care delivered by Council's Educators as Very Good or Outstanding.
- A substantial number of families at St Joseph's Primary School would use BSC and PFDC programs if they were available.

Issues

Were Council not to operate the 3 OSHC programs at St Joseph's Primary School, it may lose enrolments into the Vacation Care (VC) program at the Warrnambool Stadium and make it challenging to maintain the sustainability of OSHC programs for Council.

The OHSC review highlighted the interdependency of staffing resources between the ASC and VC programs.

Issues would include:

- A reduction in available work for Educators.
- Council retaining Educators.
- A substantial reduction in contact time for compliance training and professional development.
- To maintain positive program profit, a reduction in resources (eg equipment, supplies, staff PD) would directly impact the Educators' ability to deliver and maintain quality service delivery.
- Reduced contact time with children to develop individual relationships and quality care strategies.

Council recently finalised negotiations with St Josephs Primary School regarding the expansion of existing OSHC programs. Officers are working with the school to produce an updated agreement for provision of OSHC programs.

Officers will review the performance of the programs closely for the first 12 months in line with budget performance and service delivery.

Council has received approval from VECRA to operate the 2 additional programs with a capacity of 90 children at the school as follows:

- BSC from 7am to 9pm each school day.
- PFDC from 8am to 6pm on pupil free days during the school terms.

The OSHC Service Team are developing a promotion strategy to inform families of the new programs.

Financial Impact

Fee Breakdown

Considering market and benchmarking information (July 2026), the fees schedule below with a 5.8% fee increase, the maximum fees for the programs in accordance with the retention grant maximum increase.

Participation in the Worker Retention Grant limits fee increases from August 2026 to August 2027 to 5.8%. Council may choose to increase fees by the full 5.8%. Fees with a 5.8% increase have been applied to the below Proposed 2026-2027 fees

Current 2026-2027 OSHC Fees within the 2026-2027 Budget:

Program	July to December 2026	January to June 2027
Vacation Care Daily Rate	\$96.40	\$96.40
After School Care Casual Rate Per Session	\$34.00	\$34.00
After School Care Permanent Rate Per Session	\$30.60	\$30.60

Proposed 2026-2027 OSHC Fees within the 2026-2027 Budget:

Program	July to December 2026	January to June 2027
Before School Care Casual Rate Per Session	\$25.00	\$26.45
Before School Care Permanent Rate Per Session	\$23.00	\$24.30
Pupil Free day Care Daily Rate	\$96.40	\$102.00
Vacation Care Daily Rate	\$96.40	\$102.00
After School Care Casual Rate Per Session	\$34.00	\$37.75
After School Care Permanent Rate Per Session	\$30.60	\$32.35

2026-2027 Budget

The impact of additional programming at the school, including the 5.8% fee increase will have a net increase surplus of \$7,040. As with all OSHC programs, income is dependent on enrolment numbers. This variation will be incorporated into Council's mid year budget review.

Legislation / Policy / Council Plan Context

4 City Wellbeing

4.5 Our City provides learning pathways and opportunities for education and development.

4.6 Our nurturing city supports growth and development through high quality service delivery.

Timing

With BSC planned to commence on Monday 31 August and PFDC first available on Monday 7 September, a revised 2026-2027 OSHC fee structure requires Councils consideration and approval.

Internal / External Consultation

The engagement to assess demand and viability of the the new programs included feedback from local families and the school. Council's team of OSHC Educators have assisted in the development of the new programs. The Victorian Early Childhood Regulatory Authority (VECRA) has approved the implementation of the additional OSHC programs under the existing service approval at the school following submission of the proposed operating models for the BSC and PFDC programs.

Legal Risk / Impact

The existing and new OSHC programs will be required to continue to operate in full compliance with the National Quality Framework for children's services. All operational documents and procedures will be revised prior to the commencement of the new OSHC programs.

Officers' Declaration of Interest

No conflicts of interest have been declared.

Collaborative Procurement

NA

Conclusion

The addition of BSC and PFDC to Council's OSHC Service will increase access to safe quality childcare for school aged children and enhance the sustainability and performance of the Service.

ATTACHMENTS

Nil

7.11. CEO Employment Matters Advisory Committee Chairperson Reappointment

DIRECTORATE: Executive Services

Purpose:

The purpose of this report is to propose the reappointment of the current Independent Chair of the CEO Employment Matters Advisory Committee (CEEMAC) for a further three-year term, and to endorse a revised sitting fee for the role.

Executive Summary

Steve Davies was appointed as the Independent Chair of the CEO Employment Matters Advisory Committee (CEEMAC) in December 2023 following a formal recruitment process. His current three-year term of appointment is nearing its conclusion, and this report recommends his reappointment for a further period of three (3) years.

Over his current term, Committee members have reported that Steve has provided effective and impartial leadership to the Committee and has supported Council in discharging its responsibilities in relation to the employment, performance management and remuneration of the CEO. Given his demonstrated performance, the continuity his reappointment would provide, and the value of retaining his corporate knowledge and familiarity with the CEO performance cycle, it is recommended that Council reappoint Mr Davies rather than undertake a further recruitment process.

This report also seeks Council's endorsement of a revised sitting fee for the Independent Chair. The Chair has previously been remunerated at \$698 per meeting. In line with the rates set out in the Victorian Government's Appointment and Remuneration Guidelines, it is proposed that the sitting fee be revised to \$741 per meeting, plus reimbursement of reasonable travel expenses.

RECOMMENDATION

That Council:

1. Reappoint Steve Davies to the position of Independent Chair of Warrnambool City Council's CEO Employment Matters Advisory Committee for a further period of three (3) years commencing from the date of this resolution.
 2. Endorse the payment of a sitting fee to the Independent Chair of \$741 per meeting, plus reimbursement of reasonable travel expenses, consistent with the rates set out in the Victorian Government's Appointment and Remuneration Guidelines.
-

Background

Mr Steve Davies was appointed as the Independent Chair of CEEMAC in 2023 following a formal recruitment process that attracted 15 applications and involved a selection panel comprising the seven Councillors and an independent consultant.

The Committee's Terms of Reference provide for the Independent Chair to be appointed by Council for a term of up to four years. Mr Davies' current three-year term is now nearing its conclusion, prompting consideration of his reappointment.

Issues

Reappointment of the Independent Chair

Throughout his current term, committee members have found that Mr Davies has chaired the Committee effectively, provided sound and impartial advice on executive employment and performance matters, and helped ensure that Council has met its obligations under the *CEO Employment and Remuneration Policy* and the *Local Government Act 2020*.

Council has the option of either reappointing the incumbent or undertaking a further recruitment process. Reappointment of Mr Davies is considered the preferable course for the following reasons:

- It maintains continuity in the Committee's operation and preserves valuable corporate knowledge of the CEO's performance history and the Committee's practices.
- It avoids disruption to the CEO performance management cycle that a change in Chair would introduce.
- It represents good value for money, avoiding the cost and time associated with a further recruitment process.
- The incumbent continues to meet the key competencies required for the role.

Neither the CEO Employment and Remuneration Policy nor the Committee's Terms of Reference require a competitive process for the appointment of the Independent Chair. The role is appointed by resolution of Council. Reappointment of the incumbent is therefore consistent with the governing policy framework.

Revised Sitting Fee

The Independent Chair has previously been remunerated at a sitting fee of \$698 per meeting. The Victorian Government's Appointment and Remuneration Guidelines, which Council applies as a benchmark for setting fees of this nature, have since been updated. To ensure the remuneration of the Independent Chair remains fair, reasonable and consistent with the standard applied across comparable roles, it is proposed that the sitting fee be revised to \$741 per meeting.

In addition to the sitting fee, it is proposed that the Independent Chair continue to be reimbursed for reasonable travel expenses incurred in attending meetings. This recognises the Chair's requirement to attend the two mandatory annual meetings in person under the Terms of Reference and is consistent with the treatment of expenses under the Guidelines. The only travel expenses which have been paid to Mr Davies is the per kilometer reimbursement paid at the Australian Tax Office's rate.

Terms of Reference

The Committee's Terms of Reference were reviewed and updated at the time of Mr Davies' appointment in 2023 and remain current. No amendments to the Terms of Reference are proposed as part of this report.

Financial Impact

The revised sitting fee of \$741 per meeting represents an increase of \$43 per meeting on the previous fee of \$698. Based on the two mandatory annual meetings provided for in the Terms of Reference, this equates to an additional \$86 per annum in sitting fees (an increase from \$1,396 to \$1,482), with any additional meetings charged at the same rate.

Reasonable travel expenses will also continue to be reimbursed. Mr Davies' 256 km each way trip from Woodend to Warrnambool has in the past resulted in a \$450.50 travel reimbursement as per the previous ATO rate of 88c per kilometer. As of 1 July 2026, this figure is now 91 cents per kilometer.

Given these two increases, the overall cost per meeting will increase by \$58.40 from \$1,148.50 to \$1,206.90.

The overall financial impact is minor and can be met within the existing Governance operating budget.

Legislation / Policy / Council Plan Context

In accordance with the *CEO Employment and Remuneration Policy*, made under section 45 of the *Local Government Act 2020*, the CEEMAC is to have a suitably qualified Independent Chair appointed by resolution of Council.

The revised sitting fee reflects the rates set out in the Victorian Government's Appointment and Remuneration Guidelines (published by the Department of Premier and Cabinet), which Council applies as a benchmark to ensure the remuneration of the Independent Chair remains fair, reasonable, and consistent with the standard applied to comparable roles.

Timing

The next meeting of the CEEMAC is scheduled for 17 August 2026. Reappointment of the Independent Chair prior to that meeting will ensure continuity in the Committee's operation and the CEO performance management cycle.

Community Impact / Consultation

Nil.

Legal Risk / Impact

The reappointment of the incumbent Independent Chair is consistent with the *CEO Employment and Remuneration Policy* and the Committee's Terms of Reference, neither of which requires a competitive process for the appointment of the Chair.

Officers' Declaration of Interest

Nil.

Conclusion

Mr Steve Davies has served effectively as the Independent Chair of the CEO Employment Matters Advisory Committee since 2023. It is recommended that Council reappoint him for a further period of three (3) years and endorse the revised sitting fee of \$741 per meeting, plus reasonable travel expenses, consistent with the Victorian Government's Appointment and Remuneration Guidelines.

ATTACHMENTS

Nil

7.12. Cycling Reference Group Minutes - 24 June 2026

DIRECTORATE : City Infrastructure

Purpose:

This report contains the record of the Cycling Reference Group Committee meeting, occurring on Wednesday 24 June 2026.

Executive Summary

This report relates to the Cycling Reference Group meeting, held Wednesday 24 June 2026, with a range of items discussed.

Key items from the meeting include discussion on the endorsed work plan, Council strategy tie-in and the review of upcoming capital projects.

RECOMMENDATION

That the record of the Cycling Reference Group meeting held on Wednesday 24 June 2026, be received.

Background

The Cycling Reference Group (CRG) was formed in 2016. The CRG includes members of the community who are active members of the local cycling community, be that recreational; road racing; road biking; mountain biking; commuter; and/or cycling with children, youth, or older people.

At the Council meeting, 2 March 2026, the CRG appointment of new members was supported.

Issues

The recent adoption of the Work Plan has highlighted key issues for the group to target over the next two years.

Items of interest include;

- Infrastructure additions and improvements (Woodford Link/Connecting Warrnambool, Merri Street Consultation, Bike safety around Hospital)
- Review of design for capital projects proposed for the municipality
- Bike lanes and wayfinding
- Upcoming cycling relevant events
- General cycling advocacy

Financial Impact

There will be no direct financial cost to Council, however, there is a small commitment of officer resources both as members of and to support the activities of the CRG.

Any projects identified or discussed by the CRG will be considered in line with Council's projects consideration process.

Legislation / Policy / Council Plan Context

1 City Futures

1.2 Our City puts public health and safety as a priority

2 City Infrastructure

2.8 Our City will continue to improve pedestrian, cycling and vehicle movement.

Timing

The current CRG membership term for community members runs from 2 March 2026 – 30 November 2028.

Community Impact / Consultation

The CRG report outlines the outcomes the group has achieved during the two years, providing a cyclists' perspective to community road safety messaging and education, new infrastructure, and strategic projects.

Legal Risk / Impact

The CRG is a reference group only and holds no decision-making power. The CRG can propose recommendations to Council based on their knowledge and experience as members of the local cycling community. In addition to this the role of the group is to provide information to Council to support informed decision making in matters that relate to cycling in the community.

Officers' Declaration of Interest

No officer declared an interest in the Cycling Reference Group.

Conclusion

This report relates to the Cycling Reference Group meeting, held Wednesday 24 June 2026, with a range of items discussed.

ATTACHMENTS

1. Minutes Cycling Reference Group Meeting Wednesday 24 June 2026 [7.12.1 - 10 pages]

7.13. Advisory Committee Report

Directorate : Executive Services

Purpose

This report contains the record of one Advisory Committee meeting.

Report

Minutes of Planning Advisory Committee meeting held on 16 June 2026 – refer **Attachment 1**.

ATTACHMENTS

1. Planning Advisory Committee Minutes - 16 June 2026 [7.13.1 - 5 pages]
-

RECOMMENDATION

That the Minutes of the Planning Advisory Committee meeting held on 16 June 2026, be received.

7.14. 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 13 July 2026 – refer **Attachment 1**.
2. Monday 20 July 2026 – refer **Attachment 2**.
3. Monday 27 July 2026 – refer **Attachment 3**.

ATTACHMENTS

1. Assembly of Councillors Record 13 July 2026 [**7.14.1** - 2 pages]
 2. Assembly of Councillors Record 20 July 2026 [**7.14.2** - 2 pages]
 3. Assembly of Councillors Record 27 July 2026 [**7.14.3** - 2 pages]
-

RECOMMENDATION

That the records of the Informal Meetings of Council held on 13, 20 and 27 July 2026, be received.

7.15. 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
7 July 2026	Warrnambool	Mayor – Conducted an Australian Citizenship Ceremony with 47 residents becoming Australian citizens.
	Warrnambool	Cr Benter – Attended the Lions Club of Warrnambool Changeover.
9 July 2026	Virtual	Mayor – Regional Cities Victoria meeting.
11 July 2026	Warrnambool	Mayor – Attended the Warrnambool Fire Brigade Annual Dinner.
13 July 2026	Warrnambool	Mayor – Attended the roads funding announcement by the Leader of the Opposition.
	Warrnambool	Mayor – Attended the launch and naming of the South West TAFE new Cultural Hub.
16 July 2026	Virtual	Mayor – Municipal Association of Victoria Regional Meeting – Great South Coast Barwon.
	Warrnambool	Mayor and Acting Chief Executive Officer – Attended the Peter's Project 10 year celebration.
21 July 2026	Warrnambool	Cr Benter – Attended the Anglicare Warrnambool Annual meeting.
24 July 2026	Warrnambool	Mayor – Guest speaker at the Independent Retirees Association Annual meeting.
30 July 2026	Warrnambool	Mayor – Met with King's College Year 4 students studying Citizenship and Civics.
31 July 2026	Warrnambool	Mayor – Met with students from Fukuoka School, Japan.

RECOMMENDATION

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

8. Notice Of Motion

No Notices of Motion have been received.

9. General Business

10. Urgent Business

11. Close Of Meeting