

# AGENDA

**SCHEDULED COUNCIL MEETING  
WARRNAMBOOL CITY COUNCIL  
5:45 PM - MONDAY 3 MAY 2021**



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## **VENUE:**

**Lighthouse Theatre Studio  
Timor Street  
Warrnambool**

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### **COUNCILLORS**

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

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

**Vikki King**  
**ACTING CHIEF EXECUTIVE OFFICER**

## **AUDIO RECORDING OF COUNCIL MEETINGS**

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

## **BEHAVIOUR AT COUNCIL MEETINGS**

Thank you all for coming – we really appreciate you being here. These meetings are the place where, we as Councillors, make decisions on a broad range of matters. These can vary greatly in subject, significance and the level of interest or involvement the community has. As part of making these decisions, we are presented with comprehensive information that helps us to form our position – you will find this in the agenda. It should also be remembered that the Council meeting is a “meeting of the Council that is open to the public”, not a “public meeting with the Council.” Each Council is required to have a local law that pertains to governance meeting procedures. Warrnambool City Council has followed best practice in this regard and its Local Law No.1 - Governance (Meeting Procedures) Local Law provides regulations and procedures for the governing and conduct of Council meetings. Copies of the Conduct and Behaviour excerpt from Warrnambool City Council Local Law No. 1 - Governance (Meeting Procedures) Local Law can be obtained online at [www.warrnambool.vic.gov.au](http://www.warrnambool.vic.gov.au) or are available from the table at the rear of the room

We thank you in anticipation of your co-operation in this matter.

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## 1. OPENING PRAYER & ORIGINAL CUSTODIANS STATEMENT

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

### ORIGINAL CUSTODIANS STATEMENT

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

## 2. APOLOGIES

## 3. CONFIRMATION OF MINUTES

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### RECOMMENDATION

**That the Minutes of the Scheduled Meeting of Council held on 6 April 2021, be confirmed.**

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

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

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

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

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

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

## **5. MAYORAL PRESENTATION**

## **6. REPORTS**

### **6.1. COMMUNITY VISION W2040 AND COUNCIL PLAN 2021-2025**

#### **PURPOSE:**

***To consider the Draft Council Plan 2021-2025 and the community vision Warrnambool 2040 with a view to releasing the Draft Council Plan for public exhibition and community feedback and to adopt Warrnambool 2040.***

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#### **EXECUTIVE SUMMARY**

Section 88 of the *Local Government Act (2020)* requires Council to maintain a Community Vision that is developed with the community through deliberative engagement and which has a scope of at least 10 years.

This was undertaken initially in 2018 in anticipation of legislative change and as a measure of best practice in community planning. Warrnambool's Community Vision, which describes the community's aspirations for the future of the municipality in all aspects of community life, is Warrnambool 2040.

Council is required to review the Community Vision before it is adopted by October 31 following a general election.

Council is also required under Section 90 of the Act to prepare and approve a Council Plan by October 31 following a general election.

The Council Plan, reviewed annually, is the feature document in Council's suite of strategic planning documents, formulated to guide the work for which Council has responsibility and will provide to our community over the next four years.

The Draft Council Plan 2021-2025 supports the visions from the long-term community plan, Warrnambool 2040, which are.

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

The Draft Council Plan also lists key activities and initiatives Council will undertake over 2021-2025 to deliver on the five objectives described in the Plan.

These actions and initiatives demonstrate to the community important areas of effort in the delivery of the plan's key objectives.

These objectives are:

1. A HEALTHY COMMUNITY: To be a healthy, inclusive, and thriving community with equitable access to services, cultural opportunities and recreational activities.
2. A SUSTAINABLE ENVIRONMENT: To protect and strengthen local ecosystems, enhance biodiversity and enable sustainable communities.

3. **A STRONG ECONOMY:** Support a resilient local and self-sustaining regional economy that encourages economic growth and provides increased employment opportunities attracting ongoing investment.
4. **A CONNECTED, INCLUSIVE PLACE:** Provide quality places that all people value and want to live, work, play and learn in.
5. **AN EFFECTIVE COUNCIL:** To be recognised as a collaborative Council and a high-performing organisation that enables positive outcomes for Warrnambool's community, environment and economy and Victoria's south west.

Public notice of the Draft Council Plan 2021-2025 will be given online and through a notice in the local daily paper on May 5.

Hard copies of the draft Plan will be made available to view at the Civic Centre for at least 28 days. People will have opportunities to make submissions online and in writing.

Members of the public who wish to make a submission to the Council Plan in person as well as in writing may do so by applying online or in writing during the submission process.

Submitters wishing to be heard will be asked to attend Council's ordinary meeting of June 7, 2021, to speak in support of their submissions.

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## **RECOMMENDATION**

### **That Council:**

1. **Adopt the Community Vision, Warrnambool 2040 (attached).**
2. **Endorses the Draft Council Plan 2021-2025 to proceed for community exhibition and feedback in accordance with section 55 of the Local Government Act 2020.**
3. **Authorize the Director Corporate Strategies to give public notice in accordance with section 90 of the Local Government Act 2020 of Council's intention to adopt, at a Council meeting proposed to be held at 5.45pm on Monday 28 June 2021, the Draft Council Plan 2021-2025 (attached).**
4. **Pursuant to Section 55 and in accordance with the objectives of Councils' Community engagement Policy Council will consider, and if requested in writing, hear any submissions received in relation to the Draft Council Plan 2021-2025, at its scheduled meeting on Monday, June 7, 2021, at 5.45 pm.**

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## **BACKGROUND**

The Community Vision, Warrnambool 2040, was developed over two years and involved thousands of Warrnambool residents and numerous of clubs, groups, schools, businesses and community organisations who shared their 'Wishes for Warrnambool' and their aspirations for the future of the city.

The plan is owned by the community and the W2040 network partners including Warrnambool City Council.

In February this year, a two-day workshop was held involving all newly elected Councillors who reviewed Warrnambool 2040 and discussed their aspirations for the community over the next four years. This process considered the realities of resource limitations, new legislative requirements and the implications of COVID-19.

The engagement process continued with a staff workshop, community listening posts and two deliberative engagement workshops.

Further engagement will be undertaken on the Draft Council Plan which will include the release of the draft to the community and a call for review and submissions.

Warrnambool 2040 will be exhibited along with the Draft Council Plan to provide context around the strategic direction and to demonstrate an alignment between the vision and the plan.

There is a formal submission process which will include an opportunity for those making a submission to speak directly to the Council, at an open council meeting, in support of their submission.

Council will then have an opportunity to consider those submissions prior to the proposed formal adoption of the Council Plan. Submissions and documents relating to the engagement around the Council Plan are attached.

Those wishing to make a submission will be able to do so in writing and submit this feedback either through the post PO Box 198 Warrnambool 3280 or online at [www.yoursaywarrnambool.com.au](http://www.yoursaywarrnambool.com.au). Those making submissions must provide their name and contact details and will need to indicate whether they wish to speak in support of their submission at the June 7 meeting.

Following the consideration and hearing of submissions, it is proposed that a revised Draft Council Plan will be presented for consideration at a Special Council Meeting on June 28 along with the Community Vision W2040 and Annual Budget.

## **ISSUES**

Council must develop or review the Council Plan in accordance with its deliberative engagement practices and adopt the Council Plan by 31 October in the year following a general election.

It is regarded as best practice to have finalised and adopted a Council Plan in line with a Council Budget to help ensure the allocation of resources matches community needs and expectations expressed through the deliberative engagement process.

## **FINANCIAL IMPACT**

The Council Plan provides the strategic basis on which to allocate resources through the annual Budget

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

*Local Government Act 2020* requires Council to develop the Council Plan and to maintain a Community Vision that is developed with the community.

## **TIMING**

The preparation of the Council Plan in alignment with the preparation of the Budget ensures an efficient and strategic use of resources.

## COMMUNITY IMPACT/CONSULTATION

In developing the Draft Council Plan 2021-2025 the Council undertook a comprehensive deliberative engagement process. This process established the foundation of what the community would like to see achieved over the next four years.

The Council's engagement process in developing the Draft Council Plan 2021-2025 included an online survey, listening posts and two deliberative engagement workshops.

This process of deliberative engagement involves Council seeking help from the community to frame plans prescribed under the Local Government Act and its regulations. The deliberative engagement process provided an opportunity for participants to listen to and learn about each other's views, discuss similarities and differences, weigh evidence, and to deliberate in pursuit of a balance between competing values and interests. The deliberative engagement process in relation to the Council Plan and the previously developed Community Vision, W2040, sought to involve individuals, groups and the broader community.

The engagement process followed the following core activities and values as outlined in Council's Community Engagement Policy:

- community engagement includes the promise that the public's contribution will be included in the decision-making process;
- community engagement promotes sustainable decisions by recognising and communicating the needs and interests of participants, the broader community and Warrnambool City Council decision-makers;
- community engagement seeks out and facilitates the involvement of those potentially affected by or interested in, a decision;
- community engagement provides people with the information they need to participate in a meaningful way;
- engagement will recognise the diversity within a community including ages, abilities and cultures;
- the Council will report to those involved in an engagement process to complete the information loop from community input to outcome for the community; and
- people will be informed of community engagement outcomes via means which may include Council meeting reports, outcomes published on Council's website, on Council's social media platforms, in Council's newsletter to the community.

The questions in the online survey provided an opportunity for ideas to be gathered for the Council Plan, to review the aspects of Warrnambool 2040 that were related to Council and to consider ideas for the recovery from the COVID-19 pandemic.

These were:

- What do we need to do today to sustain and further develop our vibrant and thriving city?
- What do we need to do today to welcome people back to work or study?
- What do we need to do today to welcome back visitors?
- What is your big idea to help Warrnambool get back on track after COVID-19?
- How did you, or are you, staying connected during COVID-19?
- What help or support do you need now?

- What help or support does our community need now?
- How could we support business and industry?

Goals contained within Warrnambool 2040 were presented to the community during the consultation for the Council Plan and provided an opportunity for people to comment on W2040 or to draw ideas from the goals. More than half of the online survey respondents indicated they would like to receive updates on the Council Plan and it is proposed that this cohort will be emailed directly with the Your Say Warrnambool link to where the draft plan can be read and reviewed.

## **CONCLUSION**

Council is in a position to release the Council Plan for public review and feedback and to ensure a timely adoption of the Council Plan and Community Vision documents in line with legislative requirements and deliberative engagement values.

## **ATTACHMENTS**

1. W 2040 Plan 2021 [6.1.1 - 25 pages]
2. 2918 council plan DRAFT and Activities and Initiatives April 22, 2021 [6.1.2 - 38 pages]

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## **6.2. DRAFT REVENUE AND RATING PLAN 2021-2025**

### **PURPOSE:**

***To consider Council's Draft Revenue and Rating Plan and to resolve to place this document out for community exhibition.***

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### **EXECUTIVE SUMMARY**

- Section 93 of the Local Government Act 2020 requires a Council to prepare and adopt a Revenue and Rating Plan by the next 30 June after a general election for a period of at least the next 4 financial years.
- The purpose of the Revenue and Rating Plan is to determine the most appropriate and affordable revenue and rating approach for the Warrnambool City Council which in conjunction with other income sources will adequately finance the objectives in the council plan.
- One differential rating category has been removed when compared to the previous rating strategy (Industrial 2) as there no longer any properties qualify for this rate.
- It is intended that short-term holiday rentals are to be reclassified from Residential to Commercial to provide greater equity of the rate burden with traditional accommodation providers.
- The Revenue and Rating Plan will be available for community consultation and submissions.
- Following the consideration of submissions, it is proposed that Council adopt the Revenue and Rating at a Council meeting on 7 June 2021.

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### **RECOMMENDATION**

#### **That Council:**

**Endorses the draft Rating and Revenue Plan 2021–25 to proceed to community exhibition.**

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### **BACKGROUND**

Section 93 of the Local Government Act 2020 requires Council to prepare and adopt a Revenue and Rating Plan (the Plan) for a period of at least the next four financial years by 30 June after a general election. The Plan forms part of the new Integrated Strategic Planning and Reporting Framework and must be prepared in accordance with the strategic planning principles outlined in section 89 of the Act and the financial management principles in section 101 of the Act.

The strategic planning principles in section 89 include the following requirements:

- An integrated approach to planning, monitoring and performance reporting
- The Community Vision must be addressed
- Resources needed for effective implementation must be taken into account
- Risks to effective implementation must be identified and addressed
- Ongoing monitoring of progress and regular reviews to identify and address changing circumstances

The financial management principles in section 101 of the Act requires that the Revenue and Rating Plan must seek to provide stability and predictability in the financial impact on the municipal community.

It is proposed that the Draft Revenue and Rating Plan be discussed at the 3 May 2021 Council meeting with the proposal to put the plan out for community consultation following this.

Those wishing to make a submission will be able to do so in writing and submit this feedback either through the post PO Box 198 Warrnambool 3280, or online at [www.yoursaywarrnambool.com.au](http://www.yoursaywarrnambool.com.au). Those making submissions must provide their name and contact details.

Following the consideration of submissions, it is proposed that a revised Draft Revenue and Rating Plan will be presented for adoption at a Council Meeting on 7 June 2021.

## **ISSUES**

The Revenue and Rating Plan provides a medium-term plan for how Council will generate income to deliver on the Council Plan, programs, services and capital works commitments over the next four years. It outlines the relevant assumptions, policy and decisions of Council with respect to each budgeted revenue source and provides transparency on these decisions to the community.

The Revenue and Rating Plan is a new strategic plan for Council and supersedes the Rating Strategy, which was adopted in June 2017.

Council has removed one of its differential rate categories (Industrial 2) which was established for a milk factory in Dennington and was set at a discounted industrial rate to incentivize the business to remain in Warrnambool. The property has subsequently been sold and it is no longer being used for milk production, therefore this differential rate category has been removed.

With the increase in the number of short-term holiday rentals through market disruptors such as AirBnB, Stayz, etc, it is Council's intention to rate these properties as Commercial rather than Residential. This will provide greater equity to traditional accommodation providers and ensure that the rate burden is spread evenly.

The Plan includes a broad pricing policy section, which outlines Council's approach to each major income sources including rates, fees and charges, grants, contributions and other income. It provides an overview of the different factors that are considered when setting Council fees and charges and highlights that Council actively seeks to obtain grant funding and grow its own-sourced revenue to reduce the burden on ratepayers.

The Plan also includes Council's rating strategy providing further information about the rating and valuation approaches and principles that are currently applied.

The Plan will be reviewed annually and updated when required to reflect any changes to Council's pricing policy or rating strategy that arise.

The Plan has been prepared with reference to the Better Practice Guide and supplementary guidance issued by Local Government Victoria.

## **FINANCIAL IMPACT**

The draft Revenue and Rating Plan outlines Council's assumptions, policy and decisions with respect to revenue streams expected over the next four years.

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

Section 93 of the Local Government Act 2020

## **TIMING**

Under the Act, the Revenue and Rating Plan must be adopted by the 30 June after a general election year.

- Public exhibition of the draft plan – 5 May 2021 to 2 June 2021
- Closing date for written submissions to the draft plan – 2 June 2021
- Council meeting for the adoption of the Revenue and Rating Plan following consideration of the submissions – 7 June 2021

## **COMMUNITY IMPACT/CONSULTATION**

Community consultation will be undertaken via a four-week submissions period called for in writing or online there is not an opportunity to speak to submissions on this plan at a Council meeting.

## **LEGAL RISK/IMPACT**

There needs to be an appropriate evidence base associated with the differential rates which proves out the equity of the distribution. This plan is intended to be in place for a 4 year period to provide certainty and stability to rate payers about the distribution of the rate burden.

## **OFFICERS' DECLARATION OF INTEREST**

No officers' interests declared.

## **ATTACHMENTS**

1. WCC Revenue and Rating Plan 2021 [6.2.1 - 23 pages]

### **6.3. WARRNAMBOOL CITY COUNCIL – PROPOSED BUDGET 2021 - 2022**

#### **PURPOSE:**

***To consider Council's Draft Budget for 2021/22, to resolve to place this document out for community exhibition and to invite submissions from the community about the budget.***

#### **EXECUTIVE SUMMARY**

- Section 94 of the Local Government Act 2020 provides that Council must prepare and adopt a Budget for each financial year and the subsequent 3 financial years.
- Section 96 of the Local Government Act 2020 provides that Council must develop the budget in accordance with its community engagement policy.
- The Budget is informed by the vision and objectives of the draft Council Plan.
- Warrnambool: A Beautiful city in the heart of the coast and country.
  - 1. A healthy community
  - 2. A sustainable environment
  - 3. A strong economy
  - 4. A connected, inclusive place
  - 5. An effective Council
- The draft Council plan is underpinned by the aspirations the community has for itself, for the future, as articulated in the community vision for Warrnambool in 2040.
- Resources are allocated to try to best achieve these outcomes for our community in a responsible and sustainable manner.
- As required by the LGA and the Local Government (Planning & Reporting) Regulations 2020, and following the best practice guidelines of a model budget the Draft Budget includes prescribed information, presented according to best practice local government accounting standards:
  - Financial Statements
  - Statement of Capital Works
  - Services and Initiatives funded in the budget.
  - Fees and charges
  - Rating and borrowing details.
- Public notice of the draft budget will be given online, through notice in the local daily paper on May 5 and copies of the budget will be made available to view physically at our Service centre for at least 28 days. Persons will be given the opportunity to make submissions online and in writing.
- Those members of the public who wish to make a submission to the budget in person as well as in writing may do so by applying online or in writing during the submission process. Submitters wishing to be heard will be asked to attend Council's ordinary meeting of June 7, 2021, to speak in support of their submissions.
- Council proposes to adopt the Budget, with or without modification, on Monday 28 June 2021.
- The budget is set to trying to respond in a balanced way to the impacts of the current pandemic. It responds to the financial constraints facing Council and the community to achieve many of the aspirations set out in Warrnambool 2040 Plan and the Council Plan. Council's budget and the Long-Term Financial Plan are the mechanisms which Council allocates funds to achieve the priorities of the community and meet its financial obligations in a sustainable manner.

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## RECOMMENDATION

### That Council:

- 1. Endorses the Draft Budget 2021- 22 to proceed for community exhibition and feedback in accordance with section 55 of the Local Government Act 2020.**
- 2. Authorise the Director Corporate Strategies to give public notice in accordance with section 94 of the Local Government Act 2020 of Council's intention to adopt, at a Council meeting proposed to be held at 5.45pm on Monday 28 June 2021, the Budget 2021 – 22 (attached).**
- 3. Pursuant to Section 55 and in accordance with the objectives of Councils' Community engagement Policy Council will consider, and if requested in writing, hear any submissions received in relation to the Draft Budget 2021 - 2022, at its Scheduled meeting on Monday 7 June 2021 at 5.45 pm.**

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## BACKGROUND

The budget allocates resources on an annual basis to try and achieve the objectives of the Council Plan in the most financially sustainable manner possible and whilst trying to continue to provide quality services to all sections of our community.

Section 94 of the Local Government Act 2020 provides that Council must prepare and adopt a Budget for each financial year and the subsequent 3 financial years.

The Act and Regulations prescribe the information and format of the Budget, now commonly referred to as the "Model Budget".

The Model Budget 2021-2022 includes a range of information including:

- Financial Statements
- Statement of Capital Works
- Services and Initiatives funded in the budget.
- Fees and charges
- Rating and borrowing details.

Council in the development of its Draft Council plan has gone through a comprehensive deliberative engagement process. This process has established the foundation of what the community would like to see achieved. As always there is more that the community wants to see achieved than there are the resources to deliver. The budget is Council's demonstration of how it will resource these aspirations and deliver on the core important services it provides to the community. A constant tension exists between different interest groups in our diverse community. Council is required to consider both all the evidence presented to it on the most prudent way forward for the use of the communities' resources.

Core activities and values The following activities and values aid in decision-making which reflects the interests and concerns of the community:

- community engagement includes the promise that the public's contribution will be included in the decision-making process;
- community engagement promotes sustainable decisions by recognising and communicating the needs and interests of participants, the broader community and Warrnambool City Council decision-makers;

- community engagement seeks out and facilitates the involvement of those potentially affected by or interested in, a decision;
- community engagement provides people with the information they need to participate in a meaningful way;
- engagement will recognise the diversity within a community including ages, abilities and cultures;
- the Council will report to those involved in an engagement process to complete the information loop from community input to outcome for the community; and
- people will be informed of community engagement outcomes via means which may include Council meeting reports, outcomes published on Council's website, on Council's social media platforms, in Council's newsletter to the community.

The formation of the key objectives of the budget were deliberated through the development of the Council plan and how Council would resource these objectives.

The next stage of deliberation of the budget is focussed mainly on the consultation level given the broad ranging impacts of a budget and the breadth of community members affected. This is a meaningful form of engagement that allows for specific views to be raised and considered.

Council has now prepared a Draft Budget; it is giving the public an opportunity for at least 28 days to respond to its proposal.

Copies of the budget are available for inspection at the Council offices and that will also be published on the Council internet site.

The community are encouraged to make submissions, in accordance with Council's Community engagement policy to the draft budget. Council is seeking the views of the community on the draft budget through this formal submission process.

Any person wishing to be heard must indicate this in writing in their submission. The maximum time permitted for any submitter to speak to their submission will be 5 minutes this is an opportunity for submitters to state their case directly to the Councillors. There is no limit to the supporting material that can be provided in support of a submission in writing.

## **ISSUES**

Council has prepared a Draft Budget for the 2021-2022 budget year in accordance with Council's budget principles.

The Budget has been reviewed over a series of workshops with the executive and Council.

The budget has been prepared under the State Government's Fair Go Rates System. This system results in the Minister for Local Government determining the average rate cap for the next fiscal year.

The draft budget attempts to find balance of ongoing service and infrastructure needs of the Warrnambool community and gives heed for the need to provision for recovery in the community, within the financial capacity of the Council.

The key drivers for the budget are:

- To maintain important community services.
- To fund renewal of infrastructure and community assets
- Focus on opportunities for our community to thrive in partnership with other levels of government.

- To consolidate a financial position that creates an opportunity to remain financial sustainable.
- To finalize delivery of some major capital projects that will enhance the communities' outcomes around learning, commerce, and recreation.

Note that for every \$100 in taxes paid by Victorian residents, rates make up approximately \$3.50, the other \$96.50 goes to the State and Federal Governments.

Council delivers a diverse and wide range of services to the community and the budget process requires the review and construction of annual income and expenditure budgets to assess the ongoing levels of resources necessary to deliver these services.

Council is mindful of its requirement to be financially sustainable (low risk rating achieved for from the Victorian Auditor General) and assesses the changing environment within which it operates and the budget impacts of these changes.

The Budget comprises:

	<b>Draft 2021/22 Budget</b>
Recurrent (operational) Budget	\$79.83m
Capital Works	\$18.59m
<b>Total Budget</b>	<b>\$98.42m</b>

The Budget also contains a range of activities and initiatives that contribute to achieving the strategic objectives contained in the Council Plan as well as providing financial resources to continue the delivery of services to the community.

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

### **5 Practice good governance through openness and accountability while balancing aspirations with sound financial management**

5.2 Develop policies, strategic plans and processes to address local and regional issues, guide service provision and ensure operational effectiveness

5.3 Ensure financial sustainability through effective use of Council's resources and assets and prudent management of risk

### **TIMING**

- Public exhibition of the draft budget – 5 May 2021 to 2 June 2021.
- Closing date for written submissions to the draft budget – 2 June 2021.
- Opportunity to be heard in support of a written submission at a special Council meeting – 7 June 2021.
- Special Council meeting for the adoption of the 2021 - 22 budget – 28 June 2021.

Those wishing to make a submission will be able to do so in writing to PO Box 198 Warrnambool 3280 and submit this feedback either through the post or online at

[www.yoursaywarrnambool.com.au](http://www.yoursaywarrnambool.com.au)

Those making submissions must provide their name and contact details.

## **COMMUNITY IMPACT / CONSULTATION**

The long-term viability of Council's services and infrastructure has key impacts on the community. Much of the consultation work undertaken by Council over the last few years has reinforced the view that the community wishes to see a strong vibrant and growing city.

This again has been reinforced through the Council Plan deliberative engagement processes. Council continues to recognize that ongoing hardship exists in different sections of the community and has responded with a balanced approach in the draft budget where enhanced hardship provisions also allow for a rebate for the average rate rise proposed and simplified hardship processes will be put in place to help members of the community who are experiencing financial hardship.

Our leadership role in the region in attracting funds for a growing future will be essential. Council through the Council plan deliberations understands many of the key priorities for our community lay outside of Councils direct control, but the community wants to make sure that Council is doing its utmost to advocate for these critical issues on their behalf. Like improve rail services, upgraded highways, retention of tertiary education centers, improved health infrastructure.

Frank conversations have been held within our organization as to the trade-offs possible to help inform our decision making on a financially sustainable future, in an environment that requires us to respond to a long and sustained emergency environment.

## **ATTACHMENTS**

1. Warrnambool City Council Budget 2021-2022 [6.3.1 - 111 pages]

## **6.4. LONG TERM FINANCIAL PLAN**

### **PURPOSE:**

***To consider Council's Draft Financial Plan for 2021/22 to 2030/31, to resolve to place this document out for community exhibition and to invite submissions from the community about the plan.***

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### **EXECUTIVE SUMMARY**

- Section 91 of the Local Government Act 2020 provides that Council must develop and adopt a Financial Plan in accordance with its deliberative engagement practices.
- The scope of a Financial Plan is a period of at least the next 10 financial years.
- The Financial Plan links to the achievement of the Community Vision (Warrnambool 2040) and the Council Plan.
- The Financial Plan will be available for community consultation and submissions.
- Following the consideration of submissions, it is proposed that Council adopt the Financial Plan at a special Council meeting on 28 June 2021.

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### **RECOMMENDATION**

#### **That Council:**

- 1. Endorses the Draft Financial Plan 2021- 22 to 2030 – 31 to proceed for community exhibition and feedback in accordance with section 55 of the Local Government Act 2020.**
- 2. Authorise the Director Corporate Strategies to give public notice in accordance with section 91 of the Local Government Act 2020 of Council's intention to adopt, at a Council meeting proposed to be held at 5.45pm on Monday 28 June 2021, the Budget 2021 - 22(attached).**
- 3. Pursuant to Section 55 and in accordance with the objectives of Councils' Community engagement Policy Council will consider, and if requested in writing, hear any submissions received in relation to the Draft Financial Plan 2021 - 2022 to 2030 - 31, at its Scheduled meeting on Monday 7 June 2021 at 5.45 pm.**

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### **BACKGROUND**

Section 91 of the Local Government Act 2020 provides that Council must develop and adopt a Financial Plan in accordance with its deliberative engagement practices. The scope of a Financial Plan is a period of at least the next 10 financial years.

The Financial Plan must include the following in the manner and form prescribed by the regulations:

- a) statements describing the financial resources required to give effect to the Council Plan and other strategic plans of the Council;
- b) information about the decisions and assumptions that underpin the forecasts in the statements specified in paragraph (a);
- c) statements describing any other resource requirements that the Council considers appropriate to include in the Financial Plan;
- d) any other matters prescribed by the regulations.

Council must develop or review the Financial Plan in accordance practices and adopt the Financial Plan by 31 October in the year following a general election.

It is proposed that the Draft Financial Plan be discussed at the May 3 Council meeting with the proposal to put the plan out for community consultation following this.

Those wishing to make a submission will be able to do so in writing and submit this feedback either through the post PO Box 198 Warrnambool 3280 or online at [www.yoursaywarrnambool.com.au](http://www.yoursaywarrnambool.com.au) . Those making submissions must provide their name and contact details.

Any person wishing to be heard must indicate this in writing in their submission. The maximum time permitted for any submitter to speak to their submission will be 5 minutes this is an opportunity for submitters to state their case directly to the Councillors. There is no limit to the supporting material that can be provided in support of a submission in writing. Submitters will be given the opportunity to present to the Council meeting on 7 June 2021.

Following the consideration and hearing of submissions, it is proposed that a revised Draft Financial Plan will be presented for consideration at a Special Council Meeting on June 28 along with the Community Vision W2040, Council Plan and Annual Budget.

## ISSUES

Council has prepared a Draft Financial Plan that covers the years 2021-2022 to 2030-2031 and this is based on the following strategic actions.

- Review the services and structure of Council to ensure the most efficient use of resources are occurring now and into the future.
- Reduce corporate operational costs and risks by implementing shared services with neighbouring Councils.
- Investigate opportunities for new revenue generation.
- Continue to be at the forefront of waste minimisation and innovation.
- Explore partnerships with other organisations to deliver better outcomes for the community.
- Increase investment in renewal capital to reduce the escalating risk and maintenance of ageing infrastructure.
- Continue to invest in climate change initiatives and decreasing Councils emissions output.
- Debt funding to be applied to growth infrastructure and generational assets where necessary.
- Maintaining current service levels for the next 4 years to enable Council sufficient time to complete a full review of its service delivery programs.

The Financial Plan provides a 10 year financially sustainable projection regarding how the actions of the Council Plan may be funded to achieve the Community Vision.

## LEGISLATION/POLICY/COUNCIL PLAN CONTEXT

### **5 Practice good governance through openness and accountability while balancing aspirations with sound financial management**

5.2 Develop policies, strategic plans and processes to address local and regional issues, guide service provision and ensure operational effectiveness

5.3 Ensure financial sustainability through effective use of Council's resources and assets and prudent management of risk

## **TIMING**

- Public exhibition of the draft plan – 5 May 2021 to 2 June 2021
- Closing date for written submissions to the draft plan – 2 June 2021
- Special Council meeting for the adoption of the Financial Plan following consideration of the submissions – 28 June 2021

## **COMMUNITY IMPACT/CONSULTATION**

The long-term viability of Council's services and infrastructure has key impacts on the community. Much of the consultation work undertaken by Council over the last few years has reinforced the view that the community wishes to see a strong vibrant and growing city.

This again has been reinforced through the Council Plan deliberative engagement processes.

Our leadership role in the region in attracting funds for a growing future will be essential. Council through the Council plan deliberations understands many of the key priorities for our community lay outside of Councils direct control, but the community wants to make sure that Council is doing its utmost to advocate for these critical issues on their behalf. Like improve rail services, upgraded highways, retention of tertiary education centers, improved health infrastructure.

Frank conversations have been held within our organization as to the trade-offs possible to help inform our decision making on a financially sustainable future, in an environment that requires us to respond to a long and sustained emergency environment.

## **ATTACHMENTS**

1. WCC Long- Term Financial Plan 2021-22 to 2030-31 [6.4.1 - 35 pages]

## **6.5. MARCH 2021 FINANCIAL REPORT**

### **PURPOSE:**

***This report updates Council on the financial performance for the 9 months ended 31 March 2021.***

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### **EXECUTIVE SUMMARY**

- This Finance Report compares actual financial results to budget for the 9 months from 1 July 2020 to 31 March 2021 - refer **Attachment 1**.
- The report sets out financial results for Councils recurrent (day to day operations) Projects, Capital Works, Rates and Loan activities.
- Year to date forecasts are profiled to reflect the timing of cash inflows and outflows.
- Overall the monthly actual results indicate a favourable financial position of \$0.982m when compared to the YTD Forecast.
- There are a number of budgetary pressures that need to be considered when reading the March 2021 finance report. These include:
  - Following the Worksafe investigation at the Livestock Exchange, Council has engaged structural engineers to assess the entire site with a number of rectification and improvements being recommended. Council will decide on the future plans of the Livestock Exchange shortly with options ranging from \$2.0m to \$3.5m.
  - Councils workcover insurer has recently lost their license and Council are working through an exit strategy with the provider. This may involve the payment of any shortfall in the mutual fund or the early payment of future liabilities. At this stage there is no confirmed exit costs but estimates are ranging from \$0.4m to \$1.0m.
  - Council is currently involved in legal action with an employee who had their contract terminated and the outcome of the case may have potential financial impacts.
  -

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### **RECOMMENDATION**

**That the March 2021 finance report be received.**

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

**5 Practice good governance through openness and accountability while balancing aspirations with sound financial management**

5.3 Ensure financial sustainability through effective use of Council's resources and assets and prudent management of risk

### **ATTACHMENTS**

1. March 2021 Monthly Finance Report Council [6.5.1 - 13 pages]

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## **6.6. ACTIVITIES & INITIATIVES 2020-2021: JANUARY - MARCH (QUARTER 3)**

### **PURPOSE:**

***This report provides information on the progress in achieving the Activities and Initiatives (A&I's) set down for 2020-2021 as part of the Council Plan and Budget process. This report provides Council and the community with an update in the progress of actions across Councils' functional areas.***

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### **EXECUTIVE SUMMARY**

This report reflects on the progress and achievements of a broad range of Activities and Initiatives set out in the Council Plan and Budget for the financial year 2020 –2021.

Council has been able to achieve the continuation of most of its services to the community despite the impacts of COVID-19 and has additionally altered its program focus where appropriate to respond to supporting the community through our program of works.

Council continues to deliver services that respond to the constraints by other levels of government to keep us safe. This has in many instances meant a rethink of how we provide our services. Council has adapted its service delivery methods and has continued to plan for a post COVID future for this community.

The A&I's underpin activities Council undertakes to work toward the vision 2017 -2021 of Warrnambool: A Cosmopolitan City by the Sea.

The 5 key objectives that support this Vision are:

1. Sustain, enhance and protect the natural environment.
2. Foster a healthy, welcoming city that is socially and culturally rich.
3. Maintain and improve the physical places and visual appeal of the city.
4. Develop a smarter economy with diverse and sustainable employment.
5. Practice good governance through openness and accountability while balancing aspirations with sound financial management.

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### **RECOMMENDATION**

**That the Activities & Initiatives 2020-2021 January – March (Quarter 3), be received.**

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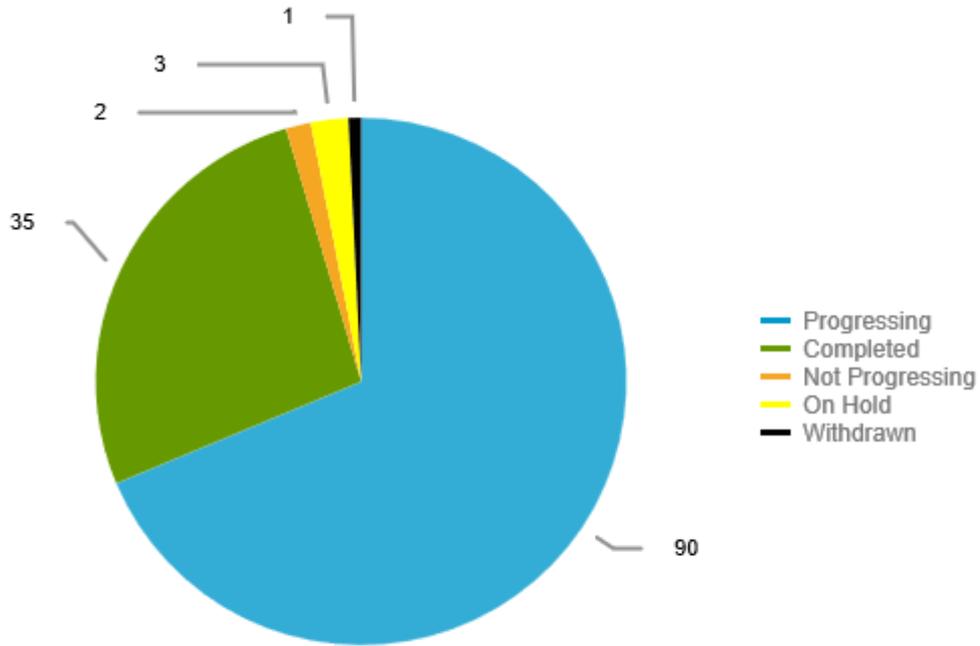
### **BACKGROUND**

The 2017-2021 Council Plan (Revised 2020) is the principle planning and strategic document of the Council and details the Council strategic objectives for its community over a 4 year period.

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

### **2020-2021 ACTIVITIES AND INITIATIVES OVERVIEW**

This report provides a snapshot as to the progress of the 2020-2021 A&I's.



**ATTACHMENTS**

1. Activities & Initiatives 2020-2021: January - March (Quarter 3) [6.6.1 - 31 pages]

## **6.7. COUNCILLOR ALLOWANCE**

### **PURPOSE:**

***The purpose of this report is to present the Councillor Allowance for adoption.***

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### **EXECUTIVE SUMMARY**

The Councillor Allowance is presented to Council after having undertaken a process for review, including community engagement, in accordance with section 74 of the Local Government Act 1989.

Council provided notice of their intention to retain current Councillor Allowance rates at the Council Meeting held 1 March 2021, prior to opening to the community for a 28-day submission period.

Six (6) submissions were received from members of the public over the course of the 28-day submission period.

Submissions were presented to Councillors for their review upon closure of the submission period.

It is now proposed that Council determine the rates for the Councillor Allowance upon completing the review process.

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### **RECOMMENDATION**

**That Council, in accordance with Section 74 of the Local Government Act 1989, adopt the Mayoral and Councillor Allowances, as a Category 2 Council, at the following rates:**

- 1. \$26,245 - Councillor Allowance; and**
  - 2. \$81,204 - Mayoral Allowance.**
- 

### **BACKGROUND**

At the 1 March 2021 Scheduled Council Meeting, Council resolved:

**MOVED: CR MAX TAYLOR**  
**SECONDED: CR BEN BLAIN**

**That Council, in accordance with Section 74 of the Local Government Act 1989 (the Act), give public notice of its intention to retain the Mayoral and Councillor Allowances at the top of the band for a Category 2 Council being \$26,245 Councillor Allowance and \$81,204 Mayoral Allowance.**

**CARRIED - 7:0**

Community engagement commenced on 6 March 2021, with advertisements in the Warrnambool Standard on 6 March 2021 and 20 March 2021.

It is noted that the heading on the advertisement that appeared in the Standard on 6 March did not appear as bold making it difficult to identify, therefore an additional advertisement was posted in the Standard on 3 April. The submission period was also extended to the 19th of April to ensure that people were allowed a suitable timeframe to make a submission.

A 'Your Say' page on the Council's website was also posted and available as another option for submitting a submission from 26 March 2021. It is noted that other options available for making submissions included via email, post, and handed in at the front counter of Council's Corporate office.

A total of six (6) submissions were received and were submitted to the Councillor Briefing on 26 April for Councillors' consideration.

## ISSUES

Below is a table outlining the concerns raised in the submissions.

SUB	CONCERN RAISED	COUNCIL RESPONSE
#1	Councillors should prove themselves.	There is no correlation between skills/experience and allowance rate in the Local Government Act.
#2	Councillors should not receive top payment based on experience level.	As above. It is also noted that depending on the Council, any new Councillors are eligible for the same allowance as returned Councillors who may be in their 2 <sup>nd</sup> , 3 <sup>rd</sup> or 4 <sup>th</sup> term. It cannot be differentiated based on experience.
#3	Inapplicable Submission	No Response
#4	<p>Councillor expenses are on top of allowances, mobile and internet should not be a source of topping up income.</p> <p>Mayoral allowance has in the past been broken down to \$70k allowance and \$11k personal use of a car.</p> <p>Deputy Mayor role cannot be subjected to payment above base Councillor level.</p>	<p>In accordance with section 40 of the Local Government Act 2020, a Council must reimburse a Councillor for out-of-pocket expenses which the Council is satisfied:</p> <ul style="list-style-type: none"> <li>- are bona fide expenses,</li> <li>- have been reasonably incurred in the performance of the role of Councillor; and</li> <li>- Are reasonably necessary for the Councillor to perform their role.</li> </ul> <p>This is detailed in the Councillor Expenses Policy and is separate of the Councillor Allowance.</p> <p>The Mayoral allowance is a payment made in the same way as the Councillor allowance and does not incorporate the use of a motor vehicle. A Council vehicle is provided to the Mayor to assist the Mayor in undertaking their role.</p> <p>The Deputy Mayor role is not recognised under the current allowances structure.</p>
#5	The Mayor should not be almost double the median wage of Warrnambool residents at \$41,981. \$50,000 would be justifiable.	The category range set for the Mayor of a category 2 Council recognises that the role undertaken by the Mayor is significant. It is noted that Council does not set the ranges.
#6	Councillors are already paid; therefore, they don't need an allowance.	Each individual Councillor has a choice regarding how much of the allowance they choose to receive. Setting the allowance at the top of the range does not require Councillors to accept that payment, it simply provides each individual Councillor the opportunity to make a decision about what, up to the full amount, they wish to accept.

## **FINANCIAL IMPACT**

Warrnambool City Council is a Category 2 Council. The current range for allowances in that category is:

Councillors - \$10,914 - \$26,245 per annum  
Mayor – Up to \$81,204 per annum

As no change to current rates is proposed, there would be no change financially.

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

Section 39 of the Local Government Act 2020 came into force on 6 April 2020 which provides for the Victorian Independent Remuneration Tribunal to make a determination on Mayor, Deputy Mayor and Councillor allowances under the Victorian Independent Remuneration Tribunal and Improving Parliamentary Standards Act 2019.

However, as the Victorian Independent Remuneration Tribunal are yet to be convened on Councillor allowances, section 39(6) of the Local Government Act 2020 applies.

Section 39(6) states:

*“Despite the repeal of sections 73B and 74 to 74B of the Local Government Act 1989..., those sections continue to apply in respect of allowances payable to Mayors, Deputy Mayors and Councillors until the first Determination made by the Victorian Independent Remuneration Tribunal under section 23A of the Victorian Independent Remuneration Tribunal and Improving Parliamentary Standards Act 2019 comes into effect.”*

Council is required to propose an allowance level within the limits set by the Minister for Local Government in accordance with section 74 of the Local Government Act 1989.

These limits have regard to movements in the levels of remuneration of executives within the meaning of the Public Administration Act 2004.

## **TIMING**

Councillor Allowances are to be reviewed before 30 June 2021.

## **COMMUNITY IMPACT/CONSULTATION**

Community engagement was undertaken in accordance with section 223 of the Local Government Act 1989.

Results of the community engagement have been included above and full submissions have been included with this report for Councillors to review.

## **LEGAL RISK/IMPACT**

Nil.

## **OFFICERS' DECLARATION OF INTEREST**

Nil

## **CONCLUSION**

Council has reviewed the Councillor Allowance in accordance with legislative requirements. Councillors have been presented with the submissions received in accordance with the submissions period for the Councillor allowance review. This report is brought before Council proposing that a decision be made with respect to the Councillor Allowance prior to the 30 June 2021 deadline.

## **ATTACHMENTS**

Nil

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## **6.8. GOVERNANCE RULES**

### **PURPOSE:**

***The purpose of this report is to present the draft Governance Rules to Council for adoption.***

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### **EXECUTIVE SUMMARY**

The draft Governance Rules were presented to Council at the Scheduled Council Meeting on 1 March 2021, where it was resolved that the document was to go out for public exhibition and be opened for submissions.

The proposed changes to the Governance Rules include:

- Bringing 'Public Question Time' up the order of business closer to the beginning of the meeting.
- Making allowances for accepting petitions in an electronic form and bringing 'Petitions and Joint Letters' up the order of business closer to the beginning of the meeting.
- Livestreaming all Council Meetings, where this is possible.
- Including 'General Business' as a standing item in the order of business of Council Meetings.
- An amendment to provide for no limit to the number of requests for extension to speaking time by a Councillor.
- Including an option for hearing submissions in accordance with section 223 of the Local Government Act 1989.

Nineteen (19) submissions were received from members of the community over the course of the 28-day submission period. The submissions were provided for Councillors' consideration.

Further amendments to the draft Governance Rules have been made in response to submissions received, including allowing members of the community to ask their own questions to the Council during Public Question Time. **Attachment 2** to this report highlights the proposed amendments.

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### **RECOMMENDATION**

**That Council adopt the Governance Rules as found at Attachment 1.**

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### **BACKGROUND**

To facilitate amendments to the Governance Rules, the draft Governance Rules were first presented to Council for their endorsement to proceed to community consultation through a public exhibition and submissions process.

In accordance with section 60(4) of the Local Government Act 2020, a process of community consultation must be undertaken when developing or amending the Governance Rules.

At the 1 March 2021 Council Meeting, Council resolved:

**MOVED: CR RICHARD ZIEGELER**  
**SECONDED: CR DEBBIE ARNOTT**

**That Council approves that the draft Governance Rules (attachment 1 of this report) be placed on public exhibition in accordance with section 223 of the Local Government Act 1989.**

**CARRIED - 7:0**

The process of community engagement undertaken complied with section 223 of the Local Government Act 1989. This process allows for community consultation through the public exhibition and submissions process which allowed the community an opportunity to provide feedback or comment on the proposed changes to the Governance Rules over a 28-day period.

Community engagement commenced on 6 March 2021, with advertisements in the Warrnambool Standard on 6 March 2021 and 20 March 2021. A ‘Your Say’ page on the Council’s website was also posted and up from 5 March 2021.

The submissions period remained open for more than 28 days, closing on 9 April 2021.

A total of nineteen (19) submissions were received and were provided to Councillors for review and consideration.

## ISSUES

Below is a table outlining key responses made in the submissions.

Eleven (11) of the nineteen (19) submissions were identical in concerns raised and reasons provided, therefore they have been addressed as single issues in the table below.

It is noted that a twelfth submission is also the same as that provided in the other eleven submissions and has, therefore, been included and addressed under the ‘notice of motion’ concern raised below.

There were two (2) submissions received via the Your Say page on the Council website that were not relevant to the Governance Rules. They have been included by not addressed in the below table.

SUBMITTER	CONCERN RAISED	COUNCIL RESPONSE
Submitter #1	<p>It should not be mandatory to be in attendance in the gallery at Council meetings to be heard.</p> <p>Answers to public questions should be given in writing when requested or if the person was unable to attend the Open Council meeting at which their question was submitted. This should be done within 14 days of the said meeting as was always the case in the past.</p>	<p>The Governance Rules allow for the Chair’s discretion to accept or disallow a question that may have been submitted by someone who is not present at the meeting. At recent meetings, the Chair has not exercised the power to disallow questions on this basis. There is an opportunity to remove this subclause.</p> <p>Public questions and their answers are published in the Minutes of the Council Meeting. If a request for the minutes or the response to a public question is received, officers can and will provide this to any member of the public seeking that information.</p>
	The person submitting the question should be allowed to ask for clarification in accordance	Currently, the Governance Rules provide for the CEO to read out public questions. This does not allow for the asker to seek clarification. An amendment to the draft Governance Rules allowing an opportunity for community members to ask their own questions at Council Meetings has been proposed.

	<p><b>GENERAL BUSINESS</b> <i>(2) The Chair must reject an item of General Business if it:</i> <i>(a) is not of a minor or routine nature</i></p> <p>This seems to be a very broad spectrum. How and who determines what is or isn't a minor or routine nature. I think this clause need clarification.</p>	<p>General Business is to be of a minor or routine nature. Any matter that requires information, consultation, debate or decision-making at a Council Meeting is to be done through a report or notice of motion. Urgent Business does, however, provide an opportunity to discuss matters that are not minor or routine where a report or notice of motion have not be able to be prepared in advance and the matter is of an urgent nature. Determining what is minor or routine is at the discretion of the Chair.</p>
eleven Submissions	<p><b>MOTIONS AND DEBATES:</b> <i>41. Notices of Motion</i> <i>5) In addition to rule 41 (2) and subject to rules 41 (6) and (7), the Chief Executive Officer may require a Councillor who lodges a Notice of Motion to amend it to call for an Officer Report if the Notice of Motion:</i> <i>(b) Commits the Council to expenditure in excess of \$5000 that has not been included in the adopted budget.</i></p> <p>This clause is too restrictive and doesn't allow Councillors to put forward reasonable proposals to benefit the community. In an 82 million dollar budget, this is an unreasonable restriction.</p>	<p>This rule does not prevent Council from spending money. It is designed to ensure that where Council intend to spend money over \$5,000.00 that it is:</p> <ol style="list-style-type: none"> <li>1. Done so in accordance with Council's procurement policy; and</li> <li>2. That Council are fully informed about the facts and impacts of expenditure through an officer's report before resolving to spend the money.</li> </ol>
twelve submissions	<p>The public should be afforded the right to speak at scheduled meetings the same as our neighbouring councils, this would allow their views and interests to be considered.</p>	<p>Through Council's new community engagement policy and practices, and the addition of special meetings to hear submissions, Council is seeking the views and interests of the community and doing so in a manner that allows Councillors to fully and completely consider these views and, accordingly, explore options that would support the needs and views of the community. Community engagement also allows Council to seek a broad range of views for different areas and groups within our community through utilising customised approaches to engagement on different matters. This allows for informed debate and decision-making at a Council Meeting and ensures Councillors are fulfilling the requirements of their role as per section 28 of the Local Government Act 2020, which requires Councillors to consider the diversity of interests and needs of the municipal community.</p>
Your Say #1	<p>Step in the right direction with these new rules.</p>	
Your Say #2	<p>*Not relevant to Governance Rules</p>	
Your Say #3	<p>There is a need for members of the public to be able to speak and address the council at the council meetings, in regards to a concern of a agenda item before it is voted on or any other concern they may have regarding a council item or</p>	<p>Refer to response to "twelve submissions – public participation in scheduled meeting."</p>

	<p>issue, A member of the public should have the ability to appoint a person to act on their behalf to address council at council meetings as well.</p>	
<p>Your Say #4</p>	<p>Seeking to have this oral input being provided by the public only at specially listed meetings separate from the Ordinary Meetings of Council will only serve to limit public input.</p> <p>If the public are able to provide their input at the time a matter is to be considered by the Council this might not only allow the Council a fuller understanding of the issue at hand, it might encourage a more informed debate among the Councillors.</p>	<p>Special meetings to hear submissions provides an opportunity to hear from all submitters who wish to speak and does so in a manner that allows councillors to go away, considering information presented in submissions and follow up with any questions or clarification prior to debate and decision making.</p> <p>Special meetings also occur in conjunction with a community engagement process where the issue, strategy, policy or other, is advertised and submissions are sought over an extended period of time.</p> <p>Community engagement processes provide for good governance and legitimate consultation whilst best meeting Council's legislative and legal obligations.</p>
<p>Your Say #5</p>	<p>Public question time should be at the start of the meeting rather than the end to fit with the practicalities and realities of the public not being able to sit through an entire meeting.</p> <p>A return of general business or urgent business to allow councillors to raise issues that have arisen between the briefing and the meeting.</p> <p>Individuals or groups should be invited to address the council on an issue on the agenda with a limit of 5 mins.</p>	<p>Question time is proposed to be moved to the beginning of the meeting.</p> <p>The draft Governance Rules include both General Business and Urgent Business.</p> <p>Groups and individuals may be offered opportunities to present to Council at briefings where they have a specific issue to address. This allows Councillors to ask questions, seek follow up information and provides presenters greater than 5 minutes to speak.</p>
<p>Your Say #6</p>	<p>*Not relevant to Governance Rules</p>	
<p>Your Say #7</p>	<p>Public question time could raise any number of issues that may be of varying relevance to Councillors, and may rather be questions for Council staff. It makes sense for public question time to remain at the end of meetings.</p> <p>I support continued live-streaming of meetings.</p>	<p>Public Question Time is proposed to be brought to the beginning of the meeting for the benefit of the community and those who wish to ask questions at a Council Meeting.</p>

## FINANCIAL IMPACT

Nil.

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

In accordance with section 60(3) and section 60(4) of the Local Government Act 2020, a Council may amend their Governance Rules after undertaking a process of community engagement.

Community engagement was undertaken in accordance with section 223 of the Local Government Act 1989.

## **TIMING**

Nil.

## **COMMUNITY IMPACT/CONSULTATION**

Community engagement was undertaken in accordance with section 223 of the Local Government Act 1989.

## **LEGAL RISK/IMPACT**

Nil.

## **OFFICERS' DECLARATION OF INTEREST**

Nil.

## **CONCLUSION**

Council is presented with the final draft Governance Rules and they are proposed for adoption.

## **ATTACHMENTS**

1. Governance Rules - Final DRAFT - Clean [6.8.1 - 60 pages]
2. Governance Rules - DRAFT - 20 April 2021 - amendments highlighted [6.8.2 - 60 pages]

## **6.9. COUNCIL ADVISORY COMMITTEES - REVIEW**

### **PURPOSE:**

#### ***Review of Council Advisory Committees.***

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### **EXECUTIVE SUMMARY**

Council presently has 7 Advisory committees that cover a range of topics and themes:

1. International Relations Advisory Committee
2. South West Livestock Exchange Advisory Committee
3. Australia Day Advisory Committee
4. Economic Development Advisory Committee
5. Visitor Economy Advisory Committee
6. Environment and Planning Advisory Committee
7. Health and Wellbeing Advisory Committee

The current term of office for these Advisory Committees expired on 30 April 2021.

The purpose of this report is to outline the outcomes of the review of Committees undertaken.

The report recommends on the number, make-up and purpose of these committees at the advent of a newly elected Council and the conclusion of the existing committees' term.

The report outlines the committees to be recommended to continue, to cease, or to add as advice giving bodies for Council.

Council recognises Warrnambool has an active and involved community made up of many skilled individuals who have a broad and deep knowledge base on issues facing Council. Council seeks to tap into this knowledge to be best informed in specific areas of endeavour for the Council.

Council at least once in its term seeks community representation from suitably qualified and interested parties to share their knowledge and improve the overall service provision to the community through these selected specialist committees.

Council undertakes many consultative methods to seek advice and input from the community- the advisory committees make up one further way to gain information.

This report further outlines the process that will be undertaken to advertise for membership of the Advisory committees and the terms of reference for each of the advisory committees to be established.

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### **RECOMMENDATION**

#### **1. That Council Advisory Committees for-**

- **Economic Development and Tourism Advisory Committee;**
- **Welcoming Cities Advisory Committee;**
- **Planning Advisory Committee;**
- **Environment and Sustainability Advisory Committee; and**
- **The South West Livestock Exchange Advisory Committee**

**be established for the period 5 July 2021 to 31 May 2024 or for a period as outlined in the terms of reference for the individual Committees.**

2. **That Councillor representation for these Committees be nominated at the meeting of Council on 5 July 2021.**
3. **That community nomination for vacancies to these Advisory Committees is advertised in the Warrnambool Standard and on Council's Web site from Saturday 8 May 2021 until a closing date for applications of Friday 18 June 2021.**
4. **That Council declares the successful candidates to these Advisory Committees at its ordinary Council meeting of 5 July 2021.**
5. **That all existing members of Advisory Committees receive a letter of thanks from Council for their services to the community over the previous term of the committee and where a committee is continuing advise them of the process for nomination to the Advisory Committee.**

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## **BACKGROUND**

Council has maintained a varying number of Advisory committees over the life of this Council since amalgamation in 1994.

Advisory committees enable Council to get subject matter expertise and advice from the community on specialised areas of Councils operations. Council benefits greatly from the collective knowledge of these committees in the guidance around important areas of Council's operations.

The committees are set up as advisory committees of Council with both Councillor and officer representation to help support, facilitate and resource the committees.

Information flows to Council from the committees via reports and minutes of the meetings in a formalised format. Whilst the committees often follow formal meeting protocols and where items may be recommended or even voted upon the outcomes remain recommendations to Council.

The decision on items recommended and any allocation of Councils resources remains the strict remit of Council's powers.

The strength of the advisory committee structure is the collective wealth of knowledge that is gathered and the ability to garner fresh and informed views on important aspects of Council's operations and policies.

The committees may form as reference bodies to deal with the review and have input into policy work at its formative stage. Committees may recommend the appropriate conduits for broader community consultation.

In order to maintain their relevance usefulness and freshness Councils Advisory committee's terms of reference are reviewed periodically.

Council also chooses many other forms of Community consultation demographic information and data in the consideration of its decisions and resource allocation.

**All terms of reference should at a minimum include:**

### **PURPOSE OF COMMITTEE:**

The reason for the committee to exist.

### **NATURE OF ADVICE:**

The form advice will take and not take the extent of that the committee will deal with issues and the range of issues the committee advice is pertinent to.

**TERM**

How long is the life of the Committee

**COMMITTEE STRUCTURE:**

How many community members

The expertise being sought for the committees make up.

Selection criteria for community membership

**COUNCIL MEMBERS:**

What is the make-up of Councillor representation

What is the officer support to the committee

**APPOINTMENT OF CHAIR:**

Their term and method of appointment

**MEETING TIME AND FREQUENCY:**

**MANAGING CONFLICT OF INTEREST:**

The processes involved to deal with situations where conflicts of interest may arise.

**REPORTING REGIME:**

Time frequency and form of feedback loops to and from the committee

**MEETING PROCESS:**

Procedural requirements and quorum requirements

**AMENDMENT, MODIFICATION OR VARIATION**

What is the formal mechanism to change the scope and nature of the committee if needed.

Current Warrnambool Council Advisory committees are:

1. International Relations Advisory Committee
2. South West Livestock Exchange Advisory Committee
3. Australia Day Advisory Committee
4. Economic Development Advisory Committee
5. Visitor Economy Advisory Committee
6. Environment and Planning Advisory Committee
7. Health and Wellbeing Advisory Committee

All advisory committees must at a minimum have one Councillor Representative and one officer to support the committee.

Council wishes to review and develop several Advisory committees to aid in the breadth of knowledge it has available to it to make informed decisions on behalf of the community. Advisory committee terms of reference and make up and number should be reviewed periodically to ensure their relevance continues, and the form and function is appropriate, and that they are adding value to the decision making of Council.

Warrnambool City Council chooses advisory committees as an important adjunct to its consultative and information gathering mechanisms.

It is recommended Council operates the following Advisory Committees effective from June 2021.

- Economic Development & Tourism Advisory Committee
- Welcoming Cities Advisory Committee
- Planning Advisory Committee

- Environment and Sustainability Advisory Committee
- The South West Livestock Exchange Advisory Committee

Following the review of the Advisory Committees, Council have chosen to review the nominations received for the Australia Day awards directly.

## **ECONOMIC DEVELOPMENT AND TOURISM ADVISORY COMMITTEE**

Merge the existing Economic Development Advisory Committee and Visitor Economy Advisory Committee into one to be called the *Economic Development and Tourism Advisory Committee*. This is consistent with recent structure changes to combine the Economic Development and Tourism portfolios reporting to one Manager and generating enhanced cross-over between these two areas which share similar objectives.

A co-ordinated approach to both Economic Development and Tourism priorities is especially critical as Council prioritises work streams to support COVID-19 recovery efforts. The purpose of the Committee will be to:

- Advise Council on matters relating to the economic and tourism development of Warrnambool and the Great South Coast.
- To discuss new initiatives and major projects that support the Economic Development and Investment Strategy and Events Strategy.
- To review feasibility studies and business cases in line with Council priorities; and
- To act as a reference group and provide recommendations to Council on matters that fall within the Committees Terms of Reference.

## **WELCOMING CITIES ADVISORY COMMITTEE**

The International Relations Advisory Committee be renamed the *Welcoming Cities Advisory Committee*. This change will retain the responsibilities of advising on Council's sister city relationships but also broaden its oversight to advise on Council's priorities and progress against the Welcoming Cities Standard. The Welcoming Cities Standard promotes acts of enabling all groups of people within a society to have a sense of belonging and to be able to participate in community life. The purpose of the Committee will be to:

- To promote and facilitate the Warrnambool community enjoying direct associations with international cities, promoting international friendship, cultural exchange, and a general international awareness.
- To develop activities such as student exchange, teacher exchange, citizen exchange school language programs, cultural and sporting exchange, community involvement.
- To enhance Warrnambool's economy through improved business, trade, and tourism links.
- To support Council in hosting international delegations where appropriate.
- To consider and provide advice to Council on sister city policy, strategy, current issues, or trends.
- To consider and provide advice to Council on general international matters where appropriate.
- To provide oversight and advice towards Council's progress against the Welcoming Cities Standard. <https://welcomingcities.org.au/> <https://welcomingcities.org.au/the-standard/>

*The Welcoming Cities Standard* is a central element of the Welcoming Cities network, of which Warrnambool City Council is a member. The Standard establishes the framework for local councils to benchmark their cultural diversity and inclusion policies and practices across the organisation; identify where and how further efforts could be directed; and assess progress over time.

## **PLANNING ADVISORY COMMITTEE**

That the Environment and Planning Advisory Committee be renamed the *Planning Advisory Committee*. The purpose of the Committee will be to provide advice on strategic land use planning projects and structure plans across City Strategy and Development branches.

## **ENVIRONMENT AND SUSTAINABILITY ADVISORY COMMITTEE**

It is proposed a separate Advisory Committee be created to provide advice on Environment & Sustainability matters, projects, and programs to advance the Green Warrnambool vision that Warrnambool will be the most environmentally sustainable regional city in Australia. It will provide advice on matters which have direct impact on our natural environment, including health of rivers, public open spaces, gardens, and revegetation projects. This Advisory Committee will also be seeking expertise to advise on Council's suite of sustainability initiatives to reduce carbon emissions and advance strategic partnerships with other entities with similar objectives.

## **SOUTHWEST LIVESTOCK EXCHANGE ADVISORY COMMITTEE**

Remains unchanged and will provide:

- advice in relation to the management and operation of the Warrnambool Livestock Exchange; and
- provide a conduit for information between the Warrnambool City Council, saleyards management, stock agents, buyers, sellers, transporters, other stakeholders, and the community.

## **HEALTH AND WELLBEING ADVISORY COMMITTEE**

That the Health and Wellbeing Advisory Committee be disbanded, and, in its place, Council facilitate the establishment of communities of practice for different thematic areas in partnership with the Victorian Department of Health and the South West Primary Care Partnership. The thematic areas will be guided by the priorities of the Municipal Health and Wellbeing Plan 2021-25.

Victoria's Local Government Act 2020 and the Public Health and Wellbeing Act 2008 stipulate the statutory role of Councils to 'protect, improve and promote public health and wellbeing within the municipal district.' The Climate Change Act 2017 also stipulates that both state and local governments must have regard to climate change when undertaking public health and wellbeing planning. The Municipal Public Health and Wellbeing plan (MPHWP) sets the broad mission, goals, and priorities to protect and promote municipal public health and wellbeing.

The Victorian Health and Wellbeing Plan 2019-23 has identified 10 priority areas, with four pillars as focus areas, namely, tackling climate change impact on health, increasing healthy eating, increasing active living, and reducing tobacco-related harm. This plan also outlines that a joined-up approach across all parts of the public health and wellbeing system, based on evidence-informed coordinated approaches can maximise opportunities across communities to support Victorians to live healthy lives.

Warrnambool City Council set up the Health and Wellbeing Advisory Committee, chaired by a Councillor with representation from community, networks and additional membership of Council Officers in 2013. The Terms of Reference (TOR) for the Committee lays out its purpose as to: provide advice to Council on the development, review and implementation of the Warrnambool City Health and Wellbeing Plan and associated Action Plans. The TOR further stipulates that the Advisory Committee will comprise of 12 members with an interest and networks in one or more of nine thematic areas.

In its current structure, the Health and Wellbeing Advisory Committee is unable to include members from all the relevant networks and from the community, especially considering the broad scope of the municipal health and wellbeing plan. The Victorian Public Health and Wellbeing Outcomes Framework recommends a partnership approach at the local level involving local government, regional partnerships, social and aged care services, schools, women's health services, workplaces, hospitals, health and primary care organisations, Aboriginal community-controlled health organisations, human services provider agencies and community organisations. Discussion with stakeholders has also revealed that agencies across different sectors face challenges related to resourcing and technical ability, thereby necessitating the need for a thematic approach to collaborating across the different issues of health, whereby significant synergies can be achieved through optimal use of limited resources.

An initial conceptual planning workshop organised on 31 March 2021 had participation from 55 Health and Wellbeing agency stakeholders and a further 30 stakeholders who were interested but unable to attend due to prior commitments. These stakeholders have identified six Communities of Practice to undertake the work of the next Municipal Health and Wellbeing Plan and develop programs towards achieving the health and wellbeing measures outlined in the Warrnambool 2040 community vision.

The Health and Wellbeing Communities of Practice model is now well placed to begin active engagement with local agencies to further advance health and wellbeing outcomes for the Warrnambool community. It is therefore recommended that the Health and Wellbeing Advisory Committee be retired.

At the time of writing of this report, different working groups are developing the governance and operational mechanisms of each Community of Practice. There will be opportunities for a wide range of community participation across the six Communities of Practice, which is not possible within the existing structure of the Health and Wellbeing Advisory Committee. Reports on progress for each Community of Practice will be provided to Council bi-annually.

## **NEXT STEPS**

All committees will have a refreshed set of terms of reference to reflect up to date governance practice. It is expected that Advisory Committees will meet, at a minimum, on a quarterly basis and will be strategic in nature.

Members of the current committees will be written to, to inform them of the upcoming nomination process and thank them for their service.

A date for the resumption or establishment meeting for each committee will be advertised at this time.

Full nomination criteria and terms of reference for each committee will be available for consideration at this time.

Council will declare the successful candidates to these Advisory Committees at its ordinary meeting of 7 June 2021. Successful and successful candidates will be notified in writing after this meeting.

Successful candidates will also be reminded of the meeting date and time for the first establishment or resumption meeting for the advisory committees.

## **FINANCIAL IMPACT**

The Advisory committees require resourcing in their administration and support. Whilst no direct resource allocation role exists for the committees, they play an important part in the strategic planning direction and review of critical Council programs and facilities.

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

### **5 Practice good governance through openness and accountability while balancing aspirations with sound financial management.**

- 5.1 Provision of opportunities for the community to actively participate in Council's decision-making through effective promotion, communication, and engagement.
- 5.2 Develop policies, strategic plans, and processes to address local and regional issues, guide service provision and ensure operational effectiveness.
- 5.4 Deliver customer-focused, responsive service.

## **COMMUNITY IMPACT/CONSULTATION**

The Advisory Committee's terms of reference, eligibility criteria and call for membership will go through a public advertising process. Notification of Council's intent is included in this report.

## **OFFICERS' DECLARATION OF INTEREST**

Nil

## **ATTACHMENTS**

Nil

## **6.10. ALLANSFORD STRATEGIC FRAMEWORK PLAN SUBMISSIONS AND ADOPTION OF PLAN**

### **PURPOSE:**

***To consider submissions to the draft Allansford Strategic Framework Plan, and recommend that the plan be adopted, subject to changes, and proceed to a Planning Scheme Amendment.***

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### **EXECUTIVE SUMMARY**

- The Allansford Strategic Framework Plan will provide a long-term land use and development framework for the town for the next 15 years.
  - Extensive community engagement, including a 'drop-in' session was undertaken in October 2019 to inform the development of the Draft Strategic Framework Plan.
  - Further consultation with the community and stakeholders on the Draft Allansford Strategic Framework Plan was undertaken between 28 January 2021 and 1 March 2021.
  - In total, 21 submissions were received by Council during the consultation period. A summary of the submissions received, and the officer response is provided in **Attachment 1**. A copy of all submissions is attached as **Attachment 2**.
  - The submissions generally support the draft Allansford Strategic Framework Plan, and make requests for changes or make suggestions in relation to specific elements.
  - It is recommended that the Allansford Strategic Framework Plan be adopted subject to changes outlined in this report including the development of an implementation plan.
  - Following adoption of the Allansford Strategic Framework Plan, the next phase of the process will include the preparation of a planning scheme amendment to provide the policy direction to deliver the recommendations of the plan, and include the Allansford Strategic Framework Plan as a Background Document.
  - Submitters, community members, and key stakeholders will have a further opportunity to make comment on the proposed planning scheme changes as part of the exhibition period.
- 

### **RECOMMENDATION**

**That Council resolves to:**

- 1. Receive and consider submissions in response to the draft Allansford Strategic Framework Plan.**
  - 2. Amend the Allansford Strategic Framework Plan in response to submissions as outlined in this report.**
  - 3. Prepare an Implementation Plan to guide priority recommendations, including mechanisms for collecting developer contributions for infrastructure projects that require funding.**
  - 4. Adopt the Allansford Strategic Framework Plan subject to the completion of items 2 and 3.**
  - 5. In accordance with Section 8A of the *Planning and Environment Act 1987*, seek authorisation from the Minister for Planning to prepare an Amendment to implement the policy direction of the Allansford Strategic Framework Plan and include it as a Background Document in the Warrnambool Planning Scheme.**
  - 6. Subject to the Minister's authorisation, in accordance with Section 19 of the *Planning and Environment Act 1987*, prepare and exhibit the amendment to the Warrnambool Planning Scheme to implement the policy direction of the Allansford Strategic Framework Plan.**
-

## BACKGROUND

Council has prepared a draft Strategic Framework Plan for Allansford, which is identified in the Great South Coast Regional Growth Plan (2014) as a “district town” suitable for growth. The Great South Coast Regional Growth Plan forms part of the Planning Policy Framework of the Warrnambool Planning Scheme. **The draft Allansford Strategic Framework Plan is attached as Attachment 3.**

A Strategic Framework Plan is a high-level long-term land use planning document, which sets out a vision for the town, and provides a framework for its growth and development.

The purpose of the Allansford Strategic Framework Plan is to:

- Identify the key strategic planning issues facing the town, including community aspirations and needs (not already captured in other council documents);
- Set out the future vision for Allansford;
- Refresh the land use and development framework;
- Provide the basis for public space improvements and further work;
- Provide guidance for stakeholder discussions and investment.

The Allansford Strategic Framework Plan is based on a review of State and local planning policies, the undertaking of data collection and analysis of a range of factors including: changing demographics, development pressures across the township, housing diversity, residential character, climate change, flooding, bushfire, the natural environment, open space, transport and infrastructure, and informed by extensive community and stakeholder consultation

The plan will be used by Council, landowners, the community, government agencies, and other stakeholders to guide future growth and development in the town over the next 15 years.

To give effect to the Allansford Strategic Framework Plan, a planning scheme amendment will be prepared to modify the Local Planning Policy Framework to reflect the recommendations of the framework plan, and introduce the plan into the Planning Scheme.

It is not anticipated that an amendment to implement the recommendations of the Allansford Strategic Framework Plan would include any re-zoning of land. This work would be undertaken in the subsequent stages of the planning process and would include detailed site-specific assessment and further consultation through the exhibition process.

Council received 21 submissions in response to the draft Allansford Strategic Framework Plan, as follows:

- 9 via online form (Council’s YourSay website).
- 8 via email or letter (from community members and landowners), and
- 4 from government agencies/authorities – DELWP, Wannon Water, PowerCor, and Glenelg Hopkins Catchment Management Authority.

## ISSUES

### Project Stages

The project is currently at stage six of seven, as follows:

Stage	Project	Status
1	Background and Policy Context	Complete
2	Existing Conditions Analysis	Complete
3	Land Use and Development Options	Complete
4	Draft Allansford Strategic Framework Plan	Complete
5	Draft Strategic Framework Plan Consultation	Complete
6	Consider Submissions	April/May 2021
	Adopt Allansford Strategic Framework Plan and next steps	Council May 2021
	Implementation Plan and peer review refinements	June 2021
7	Planning Scheme Amendment preparation and exhibition	late 2021

### Summary of Feedback

Of the 21 submissions received:

- 11 submissions indicated positive support for the plan.
- 10 requested changes to the plan.
- 7 make suggestions to specific elements to the plan.
- None objected to the plan.
- 1 offered no comment.

Each submission has been identified in a table at **Attachment 1** and lists the theme raised by each submission, provides an officer response, and whether a change to the Strategic Framework Plan is recommended. **Copies of all submissions are included at Attachment 2.**

Key themes raised in the submissions are:

- Some submitters were pleased with the opportunity to engage with the proposed Strategic Framework Plan.
- Submitters were generally supportive of the Strategic Framework Plan, specifically the identified residential change areas, enhancing streetscapes, better access points to the Hopkins River, and need for better pedestrian and cycling connections.
- One submission suggested an additional residential change area was needed ie., rezone Rural Living zoned land to Township zone south of the railway line.
- Two submitters suggested that the Strategic Framework Plan should provide more discussion regarding the history of the Traditional Owners and strengthen acknowledgement of cultural heritage.
- Concerns were raised with flooding and drainage.

- There were submissions supporting directions for developers to contribute to upgrading and sealing Clarke Street, and others which considered this to be a Council responsibility.
- There were submissions requesting the plan include directions around upgrading and sealing all roads, and the installation of kerb and channel along Ziegler Parade.
- There was one submission requesting a direction that the Ziegler Parade-Hopkins River bridge be replaced.
- There were a number of submissions that raised matters outside the scope of a Strategic Framework Plan, including the provision of specific commercial, community or recreational facilities.
- Some submissions identified map omissions.
- One submission requested that Council purchase the property to the west of the cricket oval, and use this land to establish a new entry/exit into the town from Princes Highway with any excess land to be used as open space or subdivided.
- One submission seeks to ensure that development in the town does not impact on the series of wetlands parallel to the Warrnambool railway line on VicTrack land. The submission also identified terminology issues that should be clarified.

### **Agency/Authority Comments**

The views of government agencies/Authorities were considered and outlined below:

The Glenelg Hopkins CMA did not object to the draft Strategic Framework Plan, however raised concern with significant issues of stormwater management in and around Allansford and the need for Council to undertake a comprehensive flood investigation. The submission requested the plan be updated to strengthen objectives in relation to water quality discharge to the river environment.

Powercor advised that it has plans to re-route its substation 66kv lines from Princes Highway to 312 Ziegler Parade, along Grauers Road.

Wannon Water did not object to the draft Strategic Framework Plan, subject to the provision of appropriate infrastructure to service the residential growth areas and strengthening of the directions in relation to Water Sensitive Urban Design and Integrated Water Management. The submission also identified areas that would be more difficult to service.

The Department of Environment, Land, Water and Planning (DELWP) supported the Strategic Framework Plan, noting it picked up on feedback previously provided in relation to the Great Ocean Road and tourism opportunities.

### **Changes to Plan**

In response to submissions received, it is recommended that the Strategic Framework be updated as follows:

#### **Preface**

Revise the preface to:

- Strengthen the acknowledgement to Traditional Owners of the area, considering elements in submission 15.

### **Community and Stakeholders Contributions**

Revise community and stakeholders contributions content on page 7:

- Delete the word “reserve” from “railway reserve wetland”, as this land is not reserved for conservation purposes in response to submission 13.

### **Theme 1 – Land Use and Heritage**

Include a direction to:

- Consult with Aboriginal Victoria on the existence of the series of wetlands along the railway line and possible need for it to be deemed a defined area in cultural heritage mapping in response to submission 13.

### **Theme 3 – Infrastructure Services**

Review the objectives and directions to:

- Widen the scope to make mention of water quality discharge to the Hopkins River environment in response to submission 17.

Update Infrastructure Services map to:

- Apply ‘Direction J’ to relevant railway crossings in response to submission 13.

### **Theme 4 – Open Space and Environment**

Include direction to:

- Consult with Powercor on streetscape enhancements to Grauers Road in response to submission 17.

Update Open Space and Environment map to:

- Apply ‘Direction F’ land at 25-37 Grauers Road in response to submission 13 and 18.
- Apply ‘Directions G & H’ to relevant areas in response to submission 13.

## **Social and Economic Considerations**

The draft Strategic Framework Plan, in conjunction with other strategic work undertaken by Council, will deliver significant long-term economic and social benefits to residents.

Directions, such as, improvements to public open space and recreation areas, the provision of improved pedestrian access, and enhancement of gateways and Ziegler Parade will consolidate Allansford as a thriving and vibrant town.

Economic outcomes are anticipated to be provided by several sources including construction and infrastructure investment, and increased activity for existing commercial activities.

## **Environmental Implications**

The draft Strategic Framework Plan considers the environmental assets, constraints and values of the area, such as, the Hopkins River and wetland, and includes objectives and strategies in relation to these matters.

Maintaining the settlement boundary will minimise urban sprawl, and protect significant environmental or landscape features and the surrounding rural environment.

In addition, the Strategic Framework Plan encourages development, which meets contemporary landscaping and stormwater management principles.

## **FINANCIAL IMPACT**

The costs of completing the preparation of the Allansford Strategic Framework Plan will be accommodated within the City Strategy & Development Budget.

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

### **1 Sustain, enhance and protect the natural environment**

1.1 Protect and enhance our waterways, coast and land

### **2 Foster a healthy welcoming City that is socially and culturally rich**

2.2 Increase participation, connection, equity, access and inclusion

### **3 Maintain and improve the physical places and visual appeal of the City**

3.1 Enhance movement in and around the city including better connections for cyclists and pedestrians

3.3 Build Infrastructure that best meets current and future community needs.

### **4 Develop a smarter economy with diverse and sustainable employment**

4.4 Advocate for and improve infrastructure including transport, services and digital infrastructure.

### **5 Practice good governance through openness and accountability while balancing aspirations with sound financial management**

5.1 Provision of opportunities for the community to actively participate in Council's decision-making through effective promotion, communication and engagement

5.2 Develop policies, strategic plans and processes to address local and regional issues, guide service provision and ensure operational effectiveness

## **TIMING**

The draft Strategic Framework Plan has been exhibited, consideration of submissions and recommended changes to the Plan are outlined within this report. Refer to project stages above. Once adopted preparation and exhibition of the Planning Scheme Amendment will occur in late 2021.

## **COMMUNITY IMPACT / CONSULTATION**

The recent consultation on the draft Allansford Strategic Framework Plan is the third stage of community consultation and input into the development of the Plan.

The first stage comprised of an online survey to understand relevance of key influences identified through previous strategic work, and to determine issues and opportunities that are important to the community.

The second stage consisted of a 'drop in' session at the Allansford Community Hall at which a series of draft issues and opportunities were discussed to inform the development of the Plan. In addition, meetings were held with key stakeholders, including:

- Eastern Maar;
- Glenelg Hopkins Catchment Management Authority;
- Department of Environment, Land, Water and Planning;
- Wannon Water;
- VicRoads;
- Allansford Primary School; and
- Allansford kindergarten

The feedback received from the consultation has provided valuable information and influenced the vision and direction of the draft plan.

Consultation on the final draft Allansford Strategic Framework Plan was undertaken from 28 January 2021 to 1 March 2021, and included:

- A letter to all land owners and property occupiers in Allansford containing information about the project, details of consultation and an invitation to be involved.
- Council's YourSay website containing information about the project, details of consultation, an online submission form, and links to the draft plan.
- Notices on social media and a Saturday edition of The Warrnambool Standard.
- Copies of the documents were made available at the Civic Centre and online.
- An email providing information about the project, details of consultation and an invitation to be involved was sent to key agencies and authorities.

Following adoption of the Allansford Strategic Framework Plan, the next phase of the process will include the preparation of a planning scheme amendment to provide the policy direction to deliver the recommendations of the plan, and include the Allansford Strategic Framework Plan as a Background Document. Submitters, community members, and key stakeholders will have a further opportunity to make comment on the proposed planning scheme changes as part of the exhibition period.

#### **LEGAL RISK / IMPACT**

The Strategic Framework Plan seeks to consolidate and clarify issues at a local level and will provide guidance and direction on the long term planning and development for Allansford.

#### **OFFICERS' DECLARATION OF INTEREST**

Nil

#### **CONCLUSION**

The Allansford Strategic Framework Plan provides an opportunity to develop a consolidated and coordinated vision and plan for the Allansford township.

Consultation on the draft Plan has included engagement with a range of stakeholders and the local community, which has resulted in the Framework Plan responding to the needs and ideas of the local community.

#### **ATTACHMENTS**

1. Attachment 1 Summary of Submissions Allansford Strategic Framework [6.10.1 - 15 pages]
2. Combined Submissions [6.10.2 - 38 pages]
3. 2765 allansford framework plan [6.10.3 - 45 pages]

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## **6.11. WILD COAST LANDSCAPE MASTER PLAN**

### **PURPOSE:**

***This report considers submissions to the draft Wild Coast Landscape Master Plan and recommends that the plan be adopted by Council.***

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### **EXECUTIVE SUMMARY**

- The Wild Coast Landscape Master Plan provides recommendations for the future protection of environmental and cultural values of the Wild Coast precinct, whilst retaining the precinct's role as a recreation destination.
- Preparation of the plan has been funded by the Department of Environment Land Water and Planning (DELWP).
- Community consultation and collaboration with DELWP, Parks Victoria and Eastern Maar Aboriginal Corporation has informed the development of the plan.
- Community and agency consultation has been undertaken on the draft plan and feedback has been provided by written submissions and survey responses.
- The feedback has informed some minor changes to the Wild Coast Landscape Master Plan.

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### **RECOMMENDATION**

**That Council resolve to:**

- 1. Receive and consider the submissions in response to the draft Wild Coast Landscape Master Plan.**
  - 2. Adopt the Wild Coast Landscape Master Plan.**
- 

### **BACKGROUND**

Warrnambool City Council is the Committee of Management under the *Crown Land (Reserves) Act 1978*, for Warrnambool's coastline. The Wild Coast precinct is part of the coastal crown land located on the western edge of Warrnambool. It encompasses crown land from the municipal boundary to the western boundary of the Warrnambool Golf Club.

The Wild Coast precinct forms part of the broader area known as the Belfast Coastal Reserve. The precinct contains significant tangible and intangible cultural heritage, along with a rich array of flora and fauna which is important habitat for a numerous rare and threatened species. A range of recreational activities such as walking, cycling, fishing, horse riding, surfing, photography and conservation activities are undertaken in the area.

There a number of Council endorsed plans that cover the Wild Coast precinct such as the Warrnambool Coastal Management Plan 2013 and the Warrnambool Coast Vegetation Management Plan 2012 that recommend actions and strategies to help protect the biodiversity, landscape features and cultural heritage of the precinct. The Belfast Coastal Reserve Management Plan 2018 also applies to this area.

Council was successful in securing a grant from the Department of Environment Land Water & Planning (DEWLP) to develop a Landscape Master Plan to address risks and issues relating to beach access at Levys Point and Spookys Beach. The aim of the Master Plan is to provide a landscape approach to access to the coastline within the precinct. It will also assist in mitigating risks to the environment and cultural heritage within the area associated with illegal uses, improve safety for users and provide educational opportunities for the area.

The development of the Wild Coast Landscape Master Plan aligns with the following strategies:

- **Warnambool 2040**
  - Warnambool will be Australia's most sustainable city
- **Green Warrnambool**
  - Adaptable Warrnambool: We will adapt to the impacts of climate change
  - Naturally Warrnambool: We enjoy, love, respect and care for the natural environment
  - Blue Warrnambool: Water is for life, we will care for and regenerate our waterways, our coast and marine environment
  - Green Warrnambool: We will become a city in nature
- **Warrnambool Coastal Management Plan**
  - Sets the vision of 'an environment where the natural and cultural values of Warrnambool's unique coastline are protected and enhanced and the opportunities to access and enjoy the coastline are achieved in a sustainable way'.
  - The Coastal Management Plan identifies management objectives and divides the coastline into five precincts for identification of key values and key management issues.
  - The Wild Coast Precinct is the western section of the Warrnambool Coastal Reserve and contains environmental and cultural values and presents a range of key management issues relating to public risk and access.

In March 2021 Council resolved to release the draft Wild Coast Landscape Master Plan for community consultation.

## ISSUES

The Wild Coast Landscape Master Plan has been developed in collaboration with Eastern Maar Aboriginal Corporation, DELWP, and Parks Victoria.

The plan is in three parts: background, precinct context and community consultation outcomes; analysis and opportunities; and vision, principles, objectives and recommendations.

The vision for the precinct is to create a space that conserves and protects its environmental and cultural values, increases its biodiversity, references the important connection to Country for the Eastern Maar Peoples and helps to keep the area as a recreation and tourism destination for residents and visitors. **Refer to Attachment 3.9.1 Wild Coast Landscape Master Plan.**

Community consultation has been undertaken and included an online survey via Council's YourSay website and two community 'drop in' sessions.

Thirty-five (35) online submissions were received in response to the online survey. **Refer to Attachment 3.9.3 Consultation Summary.**

Council received two (2) written submissions. **Refer to Attachment 3.9.4 and 3.9.5.**

Majority of respondents support the overall intent of the Master Plan including the guiding principles and objectives. Many of the comments made in the surveys and submissions reflect or support recommendations of the Master Plan.

Some new suggestions for inclusion in the Master Plan came through the consultation feedback and it was also made evident that the place principles and objectives have robust support from the community and stakeholders. Therefore only suggestions relating to key objectives of the Plan were considered for inclusion. These changes are outlined in table 1 of the **Consultation Summary at Attachment 3.9.3.**

## **FINANCIAL IMPACT**

The preparation of the Wild Coast Landscape Plan has been funded by DELWP.

Implementation of the plan will be accommodated within Council budget and funding opportunities as they become available.

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

### **1 Sustain, enhance and protect the natural environment**

- 1.1 Protect and enhance our waterways, coast and land
- 1.3 Assess our climate change preparedness
- 1.5 Educate and partner with the community on Council's sustainability initiatives

### **2 Foster a healthy welcoming City that is socially and culturally rich**

- 2.1 Promote healthy lifestyles
- 2.2 Increase participation, connection, equity, access and inclusion
- 2.4 Encourage and support participation in sport, recreation and physical activity.
- 2.7 Actively acknowledge local Aboriginal culture.

### **3 Maintain and improve the physical places and visual appeal of the City**

- 3.1 Enhance movement in and around the city including better connections for cyclists and pedestrians
- 3.2 Create a more vibrant City through activating high quality public places.
- 3.3 Build Infrastructure that best meets current and future community needs.
- 3.4 Maintain and enhance existing Council infrastructure

### **4 Develop a smarter economy with diverse and sustainable employment**

- 4.3 Enhance the visitor experience.

### **5 Practice good governance through openness and accountability while balancing aspirations with sound financial management**

- 5.1 Provision of opportunities for the community to actively participate in Council's decision-making through effective promotion, communication and engagement
- 5.2 Develop policies, strategic plans and processes to address local and regional issues, guide service provision and ensure operational effectiveness
- 5.3 Ensure financial sustainability through effective use of Council's resources and assets and prudent management of risk

## **TIMING**

The draft Wild Coast Landscape Master Plan has been exhibited, submissions and feedback considered and changes to the plan have been made accordingly. Once adopted the plan will provide strategic direction to the management of the Wild Coast Precinct.

## **COMMUNITY IMPACT / CONSULTATION**

Community consultation for the development of the Landscape Master Plan has been undertaken through a two staged approach.

The first stage comprised an online survey to establish how the community use and value the precinct along with concerns for the precinct and what should be addressed within the plan. The feedback received has influenced the vision of the draft plan. Council's Environment and Planning Advisory Committee provided early input into the plan.

The release of the draft Landscape Master Plan for community consultation was the second and stage in the consultation process, and included a survey on Councils Your Say website and notification in the newspaper and social media. Adjoining landholders and key stakeholder groups were notified of the release of the draft plan and two community consultation 'drop in' sessions were held.

### **LEGAL RISK / IMPACT**

A risk audit undertaken by Council in 2015 identified several management issues, along with competing and conflicting uses within the Coastal Reserve. Consideration of the range of potential risks in addition to impacts on cultural heritage and environmental degradation informed the risk rating for the area to be extreme. The Wild Coast Precinct Master Plan has been developed to assist in mitigating these risks.

### **OFFICERS' DECLARATION OF INTEREST**

None.

### **CONCLUSION**

The Wild Coast Landscape Master Plan provides recommendations that will help ensure beneficial long term ecological and cultural outcomes are achieved, whilst retaining the precinct's role as a recreation destination.

### **ATTACHMENTS**

1. Wild Coast Landscape Master Plan Final Draft April 2021 [6.11.1 - 51 pages]
2. Wild Coast Landscape Master Plan Background Report August 2020 [6.11.2 - 68 pages]
3. Wild Coast Landscape Master Plan Consultation Summary April 2021 [6.11.3 - 54 pages]
4. Bird Life Submission Wild Coast LMP [6.11.4 - 3 pages]
5. Submission Wild Coast LMP [6.11.5 - 3 pages]

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## **6.12. WARRNAMBOOL PLANNING SCHEME AMENDMENT C204WARR - SIGNS POLICY - CONSIDERATION OF SUBMISSIONS**

### **PURPOSE:**

*This report considers submissions to Planning Scheme Amendment C204warr and recommends that Council resolves to refer the submissions to an independent Planning Panel appointed by the Minister for Planning.*

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### **EXECUTIVE SUMMARY**

- Planning Scheme Amendment C204warr proposes to implement a local policy direction on signs by implementing the recommendations of the Advertising Signage Policy – Background Report (2019).
- The local policy direction is required to better facilitate signage in the municipality by providing a greater level of certainty on the types, scale and placement of signage the Council is likely to support.
- The Amendment was placed on exhibition between 25 February 2021 and 29 March 2021, with one (1) submission being received - refer to **Attachment 2**.
- It is recommended that the submission be referred to an independent Planning Panel, appointed by the Minister for Planning.

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### **RECOMMENDATION**

#### **That Council:**

- 1. Receives and considers the submission made to Amendment C204warr to the Warrnambool Planning Scheme.**
- 2. Pursuant to Section 23(1)(b) of the Planning and Environment Act 1987, requests the Minister for Planning to appoint a Planning Panel to review the submission received to Amendment C204warr.**
- 3. Refers the submission to the Planning Panel to be appointed by the Minister for Planning.**
- 4. Endorses the officer response to issues raised by the submission outlined in this report, as the basis for Council's submission to the Planning Panel.**
- 5. Writes to the submitter to inform them of Council's decision to proceed to the Planning Panel stage.**

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### **BACKGROUND**

Council has prepared Amendment C204warr to the Warrnambool Planning Scheme.

The Amendment applies to all land within the municipality.

The Amendment seeks to implement a local policy direction on signs by implementing the recommendations of the Advertising Signage Policy – Background Report (2019).

Key changes to the Warrnambool Planning Scheme include the insertion of a new local planning policy Clause 22.04, "Signs". Please see copy of the exhibited policy attached – refer **Attachment 1**. The policy:

- Provides clear guidance with respect to a range of sign typologies while also addressing emerging issues and changes in technology and advertising practices.
- Provides transparency to business and the community about how Council will apply its discretion under the Warrnambool Planning Scheme.

Authorisation to prepare and exhibit the Amendment was granted on 18 August 2020. It was subject to the following condition:

- *The proposed Local Planning Policy must be drafted to take into consideration the Local Planning Policy Framework (LPPF) translation which is being undertaken by the Department of Environment, Land, Water, and Planning (DELWP) as part of the Smart Planning Program. The LPPF translation will change the way local policy is presented in the planning scheme, by implementing the content into the new Municipal Planning Strategy (MPS) and the Planning Policy Framework (PPF) introduced by Amendment C148. Council will need to ensure that the proposed local policy content is consistent with the rules in Section 4 and the writing instructions in Section 6 of the Practitioners Guide to Victorian Planning Schemes. DELWP can provide assistance with redrafting the policy into the new PPF format.*

The Amendment was exhibited between 25 February 2021 and 29 March 2021. Exhibition comprised:

- Direct notification to relevant referral agencies and interested businesses.
- Notice in the Warrnambool Standard (Wednesday, 24 February 2021).
- Notice in the Victoria Government Gazette (Thursday, 25 February 2021).
- Electronic copies of all amendment documentation, were made available on the Warrnambool Council website and the Department of Environment, Land, Water and Planning (DELWP) website).

Council received one (1) submission in response to the exhibition of the Amendment - **Refer to Attachment 2.**

Where submissions have been received to an amendment, Council has three options under Section 23 of the Planning and Environment Act 1987 to either:

- change the Amendment in the manner requested by the submitters; or
- refer the submissions to a Planning Panel; or
- abandon the Amendment.

The current step in the Amendment process is identified in Figure 1 – please see **Attachment 3.**

## ISSUES

The one (1) submission received was from Transad Australia (refer to Attachment 2). The submission makes observations or requests changes in relation to specific elements. Key issues raised in the submission and Council officer response are provided below:

1. Suggests the policy is a repetition of existing signage policy contained in the Warrnambool Planning Scheme.

**Officer response:** *Not supported. Council officers sought advice from DELWP in relation to drafting the new local policy direction on signs (Clause 22.04, "Signs"). This was to ensure the new policy took into consideration the PPF translation being undertaken as part of the Smart Planning Program. The objective of this program is to simplify planning regulation, including the removal of superfluous policies and provisions, including content that contains duplication. In this instance, no issues with the exhibited policy were identified by DELWP.*

2. Opposes application requirements, stating they are a duplication of Clause 52.05 of the Warrnambool Planning Scheme.

**Officer response:** *Not supported. The new local policy direction on signs (clause 22.04, "Signs") does not seek to introduce application requirements.*

3. Opposes definitions contained within the draft policy, stating they are a duplication of Clause 73 of the Warrnambool Planning Scheme.

**Officer response:** *Not supported. The new local policy direction on signs (clause 22.04, "Signs") does not contain any definitions.*

4. Opposes the use of the words "strongly discourage" for Major Promotion Signs, stating they are contrary to the ability to assess applications on their merit.

**Officer response:** *Not supported. The new local policy direction on signs (clause 22.04, "Signs") does not use the words "strongly discourage".*

5. Opposes the signage policy for creating a set of decision making criteria which is more onerous and potentially more restrictive than currently exists in the Warrnambool Planning Scheme.

**Officer response:** *Not supported. Most local Councils across Victoria have a local planning policy on signs, and Warrnambool is now proposing a similar approach to provide guidance on signs when a planning permit is triggered. To support the development of the new local policy direction on signs (Clause 22.04, "Signs"), officers undertook research and prepared a Background Report to identify gaps and issues to inform the development of the new policy. The new policy does not add any complexity or restrictions to signage. It does however, simplify and clarify how Council will apply its discretion under the Warrnambool Planning Scheme. As noted in the officer response to issue 1, the new policy was drafted in accordance with the Smart Planning Program, which seeks to simplify planning regulation.*

In response to the submission received, no change is proposed to the exhibited Amendment.

### **Next Steps**

Council must request the Minister for Planning to appoint an independent Planning Panel, if it is not prepared to vary the Amendment to address the issues raised in submissions, and it intends to continue with the amendment process.

Preset Panel dates have been set by Planning Panels Victoria, with a Directions Hearing to commence in the week of 31 May 2021, and the Panel Hearing to commence in the week of 21 June 2021. Once Council makes a formal request to the Minister for Planning to appoint a Planning Panel, Planning Panels Victoria will confirm the hearing dates.

On receipt of the Panel report for Amendment C204warr, a report will be prepared for Council to consider the Panel's recommendations.

### **FINANCIAL IMPACT**

Costs associated with the preparation of Amendment C204warr have been included within the 2020/21 City Strategy and Development Budget.

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

### **3 Maintain and improve the physical places and visual appeal of the City**

3.2 Create a more vibrant City through activating high quality public places.

### **5 Practice good governance through openness and accountability while balancing aspirations with sound financial management**

5.2 Develop policies, strategic plans and processes to address local and regional issues, guide service provision and ensure operational effectiveness

## **TIMING**

A request for Planning Panel must be made within 40 business days of the closing date of submissions, ie. by 27 May 2021.

## **COMMUNITY IMPACT / CONSULTATION**

The submitter will be notified of the next stage of the amendment process following Council's consideration of this report.

Once a Planning Panel is appointed, the submitter will be notified of the Panel's appointment, including the hearing dates and proceeding guidelines. When a Panel Hearing is conducted, the submitter will be given the opportunity to present to the Planning Panel. The Panel will provide a report to Council with its findings and recommendations, and Council is required to release the Panel Report within 28 days of receipt.

The Panel Recommendations would be subject to a future report to Council for formal consideration.

Due to social distancing restrictions Panel Hearings are currently being held via videoconferencing.

## **LEGAL RISK / IMPACT**

The submission to Amendment C240warr has been assessed against all relevant requirements of the Warrnambool Planning Scheme and the Planning and Environment Act 1987.

## **OFFICERS' DECLARATION OF INTEREST**

Nil

## **CONCLUSION**

Planning Scheme Amendment C204warr seeks to introduce a new local policy direction on signs into the Warrnambool Planning Scheme. In total, one (1) submission was received by Council during the exhibition period. The submission is unresolvable as it raises matters that are not supported. No changes are recommended to Amendment C204warr following exhibition and it is recommended that Council resolve to request the Minister for Planning to appoint an independent Planning Panel to consider the Amendment and the unresolved submission.

## **ATTACHMENTS**

1. Warrnambool C 204 warr 22.04 Exhibition [6.12.1 - 4 pages]
2. 20200329 - Submission to WPS Amendment re Advertising Signs ( S P 17079) [6.12.2 - 2 pages]
3. amendment flow chart [6.12.3 - 1 page]

## **6.13. ADVISORY COMMITTEE & REFERENCE GROUP REPORTS**

### **PURPOSE**

***This report contains the record of two Reference Group Meetings.***

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### **REPORT**

- Port of Warrnambool Reference Group – 10 February 2021 – Refer **Attachment 1**.
- Cycling Reference Group - 24 February 2021 – Refer **Attachment 2**.

### **ATTACHMENTS**

1. Minutes-Port of Warrnambool - Reference Group Meeting 10 Feb 2021 [**6.13.1** - 7 pages]
  2. Minutes-Cycling Reference Group meeting-24 FEB 2021 [**6.13.2** - 3 pages]
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### **RECOMMENDATION**

**That the records of the Port of Warrnambool Reference Group Meeting held on 10 February 2021 and the Cycling Reference Group Meeting held on 24 February 2021 be received.**

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## **6.14. INFORMAL MEETINGS OF COUNCIL REPORTS**

### **PURPOSE**

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

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### **BACKGROUND INFORMATION**

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

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

### **REPORT**

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

- Monday, 12 April 2021 – refer **Attachment 1**.
- Monday 19 April 2021 – refer **Attachment 2**.
- Monday 26 April 2021 – refer **Attachment 3**.

### **ATTACHMENTS**

1. Assembly of Councillors Record 12 April 2021 [6.14.1 - 1 page]
2. Assembly of Councillors Record 19 April 2021 [6.14.2 - 1 page]
3. Assembly of Councillors Record 26 April 2021 [6.14.3 - 2 pages]

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### **RECOMMENDATION**

**That the record of the Informal Meetings of Council held on 12, 19 and 26 April 2021, be received.**

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

### **PURPOSE**

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

### **REPORT**

<b>Date</b>	<b>Location</b>	<b>Function</b>
7 April 2021	Warrnambool	Mayor & Councillors – Attended the Friends of Warrnambool Botanic Gardens informal walk and talk in the Gardens.
15 April 2021	Warrnambool	Deputy Mayor – Attended the Heatherlie Homes 42nd Annual General Meeting.
18 April 2021	Koroit	Deputy Mayor – Attended the opening of the exercise circuit at the Koroit Railway Station.
19 April 2021	Warrnambool	Mayor – Attended the U3A Warrnambool Annual General Meeting.
20 April 2021	Warrnambool	Mayor – Attended a luncheon with the Leader of the State Opposition, Michael O'Brien during his visit to Warrnambool.
	Warrnambool	Acting Chief Executive Officer – Met with the Victoria Legal Aid Board during their visit to Warrnambool.
	Warrnambool	Mayor & Councillors – Visited the Warrnambool Motor Museum situated at the Fletcher Jones building.
22 April 2021	Melbourne	Mayor & Acting Chief Executive Officer – Attended a meeting of the Regional Cities Victoria group.
	Warrnambool	Deputy Mayor - Met with Melissa Horne, Minister for Ports & Freight & Minister for Fishing & Boating and members of the Harbour Reference Group during the Minister's visit to Warrnambool.
23 April 2021	Warrnambool	Mayor & Acting Chief Executive Officer – Attended a meeting of the Great South Coast Board.
25 April 2021	Warrnambool	Mayor and Acting Chief Executive Officer – Attended the Warrnambool Anzac Day Dawn Service and wreath laying ceremony.

### **RECOMMENDATION**

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

**7. PUBLIC QUESTION TIME**

**8. CLOSE OF MEETING**