

# MINUTES

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

**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.**

**CARRIED - 7:0**

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PORT OF WARRNAMBOOL - PORT REFERENCE GROUP MEETING ACTION AND AGREEMENT RECORD				
<b>Date:</b>	10 February 2021	Time: 11.30AM	Finish: 1.30PM	The Pavilion Down Stairs Meeting Room and site visit at the Warrnambool Boat Ramp
<b>Meeting Objective:</b>	Site Discussion, 2021 Nomination and Program.			
<b>Attendees:</b>	<p>REFERENCE GROUP MEMBERS: Steve Tippett (ST), Leon Van Kempen (LVK), Keith Prest (KP), Rod Blake (RB), Tammy Good (TG), Bruce Campbell (BC), (Craig Hartwich (CH) from 12:05).</p> <p>CONSULTANT : Pádraig Moloney (PM) from AW Maritime</p> <p>WARRNAMBOOL CITY COUNCIL : Cr Ben Blain (BB), Cr Max Taylor (MT), Cr Richard Ziegeler (RZ), David Leahy (DL), Paula Gardiner (PG), Don Allen (DA), Karen Hardess (KH), Thomas Hall (ThH), Luke Coughlan (LC).</p> <p>STATE GOVERNMENT:</p> <p>DELWP – Claire Tesselaar (CT)</p> <p>TRANSPORT FOR VICTORIA – Katherine Grech (KG), Marcus Higgins (MH)</p>			
<b>Apologies:</b>	Neville Dance (ND), Ross Martin (RM), Vikki King (VK).			
<b>Absent:</b>	<p>REFERENCE GROUP MEMBERS: Michael Artz (MA), Russell Worland (RW), Lisa Owen (LO), Hugh Parker (HP).</p> <p>TRANSPORT FOR VICTORIA – Daniel Heley (DH), Lynn Kisler (LK).</p>			
No	Schedule	Description	Who	Notes
1.	11:30-11:35	Welcome and Introductions	Chair – David Leahy	DL welcomed everyone to the meeting and introductions were conducted in a round table fashion.
2.	-	Declaration of Councillor Conflicts of Interest and Assembly of Councillors Record	Chair	No Councillor conflicts were noted.  Assembly of Councillors Record to be completed by ThH.

**Code of Cooperation**

We start on time and finish on time

We all participate and contribute – everyone is given opportunity to voice their opinions

We use improvement tools that enhance meeting efficiency and effectiveness

We actively listen to what others have to say, seeking first to understand, then to be understood

We follow-up on the actions we are assigned responsibility for and complete them on time

We give and receive open and honest feedback in a constructive manner

We use data to make decisions (whenever possible)

We strive to continually improve our meeting process and build time into each agenda for reflection

3.	11:35-11:40	Reference Group Previous Meeting Minutes (14 September 2020)	Chair	Minutes of the previous meeting were accepted as read. Moved: Rod Blake Second: Steve Tippett Passed
4.	11:40-11:45	Terms of Reference - Appointment of Council	Chair	Terms of Reference were tabled along with a Membership Representative Form. The Membership Representative Form will be issued along with the meeting minutes seeking confirmation of details.  A change to the Council Representatives was noted, those representatives now being: Councillor Richard Zeigeler; Councillor Max Taylor; and Councillor Ben Blain
		- Representative to the Reference Group		A request was made for Representatives to complete and return the Membership Representative Form. Council would like to capture any groups not in attendance.  An invitation has been extended to Jon Watson from the Pavilion Café and Bar in anticipation of adding a tourism focus to discussions.

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5.	11:45-12:15	<p>Major Projects Updates</p> <ul style="list-style-type: none"> <li>- Safer Launching &amp; Breakwater Stabilisation</li> <li>- Dredging</li> </ul>	<p>Pádraig Moloney, Thomas Hall &amp; Katherine Grech</p>	<p>Thomas Hall thanked the group for the great turnout and reiterated the objective of the meeting was to discuss key issues relating to the boat ramp and future harbor development.</p> <p>The emphasis on future development being staging improvements to align with funding opportunities and what that looks like in terms of scope.</p> <p>Identified stages of development are:</p> <p>Replacement of the boat ramp and two adjoining jetties, with consideration of a porous boat ramp to diminish the surge effect along with local earthworks treatment.</p> <p>Pricing for this stage was put together and did not receive a favorable response from funding bodies. This prompted revisiting of the scope of deliverables including redefining the size and proportions of the jetties. Summary documents also addressed any associated risks.</p> <p>Additional stages include breakwater stabilization, which has been costed and included in the overall plan, along with harbor connection improvement works and modelling of options to mitigate surge energy.</p> <p>Funding detail is being developed. A simple rendering and technical plans could be made available to the group.</p> <p>Katherine Grech Director of Better Boating Victoria is</p>
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			<p>fully across the issues at the current boat ramp.</p> <p>Waiting for funding to address the harbor issue as a whole would cause delays. KG would like to carve out the boat ramp and jetty components of the development and put a cost estimate to the Minister for funding, to get something happening immediately, preliminary discussions to this end have been positive.</p> <p>KG indicated that a porous boat ramp would be expensive and is as yet unproven in terms of surge mitigation, but if the scope was reduced to replacement of the boat ramp with pre-cast slabs and replacement of the adjoining jetties, there is a possibility of funding.</p> <p>KG would like to gain support to go away and seek funding to this end. With the focus on the boat ramp first, wave surge second, then the breakwater and additional issues such as parking to follow. This would work in with the boating strategy Better Boating Victoria are developing for the whole state.</p> <p>TG noted it was good to see some action.</p> <p>KG noted that Council should be commended on the work done thus far.</p> <p>It was noted that the biggest on-water issue is the wave surge at the boat ramp.</p> <p>PG noted that the current proposal would not limit future development options like the inclusion of a</p>
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				<p>porous boat ramp but would to negate reworks while remaining open to progression and advancements in technology.</p> <p>RB asked if a porous boat ramp should be removed from the discussion.</p> <p>PM noted the many considerations including ongoing maintenance and overall return of all options when compared to each other.</p> <p>KG reiterated that this was a long standing issue that will be put to the Minister as a staged approach. Stage one will not deal with the wave surge issue. Approval will be sought to fund the boat ramp and jetties before moving on to the other harbour issues.</p> <p>BB question if the future stages of development would be discussed with the Minister as part of this process.</p> <p>KG indicated the conversation would be focusing on improvement of the boat ramp as quickly as possible as it has been rated the worst boat ramp in Victoria.</p> <p>A business case is currently being developed for dredging as part of the overall harbor development. Dredging will be a key component of any development, self-maintenance will not be an option.</p> <p>The conversation needs to remain on the stage in front of us, not looking at modelling of further projects without all of the information.</p>
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6.	12:15-12:25	<p>2020/21 Program</p> <ul style="list-style-type: none"> <li>- Ongoing ramp cleaning</li> <li>- Maritime Safety Victoria Smart Camera Project</li> </ul>	Thomas Hall	<p>Works program will be prioritized based on investment return. Will have some progress on the other two portions by the next meeting in August. Including:</p> <ul style="list-style-type: none"> <li>- Program of Works</li> <li>- Operations Boat Ramp Works</li> </ul> <p>Maritime Safety Victoria Smart Camera Project will be happening at the harbor. People will be able to open the app and see congestion at the boat ramp and in the carpark, which will provide safety and availability benefits. The app will provide updates every 5 minutes and will also link to BOM. The app will also count launches and retrievals providing statistical benefits to future business cases. Council will be providing in-kind project management. The camera will be located at the grassed area next to the big sign.</p> <p>The inclusion of any available data to support safety will look to be made accessible via this platform.</p>
7.	12:25-12:30	General Business Items	Chair	<p>Councillor Chair for the next meeting is Cr Richard Zeigeler.</p> <p>RB queried timeframe on Edwards Bridge replacement. In line with the federal funding timeframe works are scheduled to be completed mid to late 2022. Public consultation just closed. Federally funded projects must adhere to strict timeframes.</p> <p>KP noted the congestion in the carpark on days like today when the weather is good, mostly from non-boating vehicles. Signage is a concern, perhaps an area could be set aside for boat trailers only. The</p>

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				<p>coast guard trailer frequently has nowhere to park. As an operating port there are local laws implications when it comes to enforcement.</p> <p>Better Boating Victoria regularly hear that car parking is one of the bigger issues as the harbor is a destination place and subject to seasonal fluctuation. Signage would help.</p> <p>ThH noted that subject of car parking would be added to the agenda of the next meeting for discussion.</p>
8.	12:30	Confirmation of actions for delivery to be detailed within Minutes	Chair	The meeting minutes will be captured and issued to the group for reference. Acceptance of the minutes will be sought at the next Reference Group Meeting.
9.	-	<p>Next Meeting</p> <ul style="list-style-type: none"> <li>- Newsletter</li> <li>- Next meeting early August 2021 to update on works completed and upcoming for the period.</li> </ul>	Chair	<p>Next meeting will be in August. The Terms of Reference determine the interval. Out of session meetings can take place with several weeks notice. Communication via the Newsletter is another way to keep in touch with the issues.</p> <p>The group were invited to attend a site visit at the boat ramp and discuss challenges and opportunities broadly.</p>

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