



Rural City of  
**Wangaratta**

# Agenda

For the Scheduled Council Meeting  
Soldiers Memorial Hall  
24-26 Bartley Street, Moyhu  
**6:00 PM 22 April 2025**



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## Rural City of Wangaratta Live Stream

Clause 24 of the Governance Rules provides the following:

*“This public meeting is being recorded to improve access to the meeting for our community. The recording will be published and will be retained by Council in accordance with Council’s legal obligations. As a visitor in the public gallery, your presence may be recorded.”*

### 1. Acknowledgement to Country

*We acknowledge the traditional custodians of the lands, on which the Rural City of Wangaratta communities reside.*

*We pay our respect to their Elders past, present and emerging, and celebrate and respect their continuing cultures.*

*We are committed to walking beside all traditional owners as we move toward reconciliation.*

### 2. Opening Prayer

*Almighty God, we humbly ask thee to bless and guide this council in its deliberations so that we may truly preserve the welfare of the people whom we serve. Amen*

### 3. Present

### 4. Absent

### 5. Acceptance of Apologies & Granting of Leave of Absence

## Order of Business

### 6. Citizen Ceremony

### 7. Confirmation of Minutes

**Recommendation:**

That Council read and confirm the Minutes of the Scheduled Meeting of 25 March 2025 as a true and accurate record of the proceedings of the meeting.

### 8. Conflict of Interest Disclosure

In accordance with section 130 of the Local Government Act 2020 a councillor who has a conflict of interest in respect of a matter must disclose the conflict of interest in the manner required by Council's Governance Rules and exclude themselves from the decision making process in relation to that matter, including any discussion or vote on the matter and any action in relation to the matter.

Clause 28.1 of Council's Governance Rules requires a councillor to indicate that they have a conflict of interest by clearly stating:

- (a) the item for which they have a conflict of interest; and
- (b) whether their conflict of interest is general or material; and
- (c) the circumstances that give rise to the conflict of interest.

**Immediately prior to the consideration of the item in which they have a conflict of interest, a councillor must indicate to the meeting the existence of the conflict of interest and leave the meeting.**

A councillor who discloses a conflict of interest and leaves a Council meeting must not communicate with any participants in the meeting while the decision is being made.

### 9. Reception of Petitions

### 10. Hearing of Deputations

## **Presentation of Reports**

### **11. Councillor Reports**

Nil

## **Officers' Reports**

### **12. Executive Services**

Nil

## 13. Corporate and Leisure

### 13.1 Revocation of Council Policies

Meeting Type:	Scheduled Council Meeting
Date of Meeting:	22 April 2025
Category:	Strategic
Author:	Governance & Reporting Advisor
Approver:	Director Corporate and Leisure

No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

#### Executive Summary

This report is presented to Council to revoke the following policies for the reasons detailed below:

#### Recommendation:

That Council revokes the following three policies:

- a. Sewer Connection Exemption Policy 2015 (Attachment 1)
- b. Sister City – Friendship Relationship Program Policy 2011 (Attachment 2) ; and
- c. Development Approval Facilitation Policy 2015 (Attachment 3).

#### Background

Council's governance team has undertaken an audit of Council's policy library to ensure that the policy framework across the organisation is fit for purpose and reflective of the current operations and strategic direction of the organisation. This audit has identified the following policies as being no longer required for the reasons set out below.

1. Sewer Connection Exemption Policy 2015
2. Sister City – Friendship City Relationship Program Policy 2011
3. Development Approval Facilitation Policy 2015

The Sewer Connection Exemption Policy 2015 can be revoked as the content of the policy is now captured by legislation and there is now no longer a need for a policy.

The Sister City – Friendship City Relationship Policy 2011 can also be revoked as Wangaratta has not been a sister city participant since 2016 and there is no likely involvement moving forward.

The Development Approval Facilitation Policy 2015 has not been used since 2015 and Council uses other processes for significant development proposals.



**Implications**

**Policy Considerations**

There are no specific Council policies or strategies that relate to this report. The policy audit undertaken by governance has considered the policy framework across the organisation with impacted policy owners to ensure that Council's policy framework is current.

**Financial/Economic Implications**

There are no financial or economic implications identified for the subject of this report.

**Legal/Statutory**

There are no legal/statutory implications identified for the subject of this report. Legislation now captures the substance of some policies in some cases (i.e the Sewer Connection Exemption Policy 2015) and there are no legislative impacts for any other policy under this report.

**Social and Diversity**

There are no social impacts identified for the subject of this report.

**Equity Impact Assessment (EIA)**

There are no equity impacts identified for the subject of this report.

**Environmental/Sustainability Impacts**

There are no environmental/ sustainability impacts identified for the subject of this report.

**Strategic Links**

Nil strategic links satisfied by the production of this report.

**Risk Management**

Risks	Likelihood	Consequence	Rating	Mitigation Action
Failure to keep Council's policy library updated may result in operational inefficiencies or insufficient coverage over key areas.	Unlikely	Minor	4 – Low	Ensuring an accurate and timely notification of policy reviews to all responsible officers

**Consultation/Communication**

Officers believe that appropriate consultation has occurred and the matter is now ready for Council consideration.

### Options for Consideration

Council may either determine to revoke the above policies, or request further work be undertaken by council officers before doing so.

### Conclusion

An audit of Council policies has been undertaken by Council's governance team and identified the policies in this report as being past their respective lives. They are presented for formal councillor revocation today.

### Attachments

- 1 Sewer Connection Exemption Policy 2015 [↓](#) 
- 2 Sister City Friendship City Relationship Program Policy 2011 [↓](#) 
- 3 Development Approval Facilitation Policy 2015 [↓](#) 

## 14. Community and Infrastructure

### 14.1 Community Asset Committee Nominations

Meeting Type:	Scheduled Council Meeting
Date of Meeting:	22 April 2025
Category:	Strategic
Author:	Community & Recreation Coordinator
Approver:	Director Community and Infrastructure

No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

#### Executive Summary

This report is presented to Council to endorse the nominations of volunteers to committees of management (COM) under the Community Asset Committee Instrument of Delegation. These are community members who wish to be considered for inclusion on the local committees of management. Council Officers are in support of the nominations in the attachment to the following COM:

Milawa Public Hall and Park

The nominations are for a period of three years.

#### Recommendation:

That Council endorses and discloses the appointments to the following Community Asset Committee:

1. Milawa Public Hall and Park

#### Background

New Committee nominations can be taken at any point and will be endorsed at a Council Meeting once a quarter. Nominees can still attend meetings before that endorsement, but without voting rights.

All appointments to Community Asset Committees are made in line with Council's policy governing appointments to Council Committees.

The Instrument of Sub-Delegation details in section 3.1(8) that all appointments to the committees will be made by Council in accordance with the Council policy governing appointments to Council Committees.

## Implications

### Policy Considerations

The Community Asset Committee Instrument of Delegation and the Appointment to Council Committees Policy apply to these nominations.

### Financial/Economic Implications

There are no financial or economic implications identified for the subject of this report.

### Legal/Statutory

The requirement for nominations is made in accordance with the Local Government Act

### Social and Diversity

The Community Asset Committees provide an important service to their communities, providing a gathering place and social centre for their rural communities. A strong and vibrant committee will benefit the community, and close links between the committee and Council will create greater awareness of needs in that community.

### Equity Impact Assessment (EIA)

There are no equity impacts identified for the subject of this report.

### Environmental/Sustainability Impacts

COM's are responsible for the management of any environmental issues relating to the land upon which their facilities are situated.

## Strategic Links

### Council Plan 2021 – 2025

This report supports the 2021-2025 Council Plan through the following objectives and actions:

#### 1. Strengthening our Leadership

1. Continue to support the delivery of the Rural Placemaking Plans in partnership with our rural communities.

#### 2. Nurturing our Wellbeing

1. With support and training, ensure that our community groups and committees have strong governance and are inclusive and viable.
  - 2.3.3 Increase opportunities for people to connect to their community and each other.
    - 2.3.4.1 Provide quality and accessible community facilities based on community needs.

#### 3. Expanding our Economy

- 4.4.2 Enhance the activity in our rural townships

## Risk Management

Risk Management Framework

Risks	Likelihood	Consequence	Rating	Mitigation Action
Governance risk associated with the sub-delegation of powers from the CEO to Community Asset Committees	3 - Possible	3 - Moderate	6 - Medium	The appointment of members by a formal resolution of Council reduces governance risk by ensuring that all members appointed to a committee are covered by Council's public liability insurance.

### Consultation/Communication

Officers believe that appropriate consultation has occurred and the matter is now ready for Council consideration.

### Options for Consideration

- That Council endorses the nominations to the Community Asset Committees
- That Council does not endorse the nominations to the Community Asset Committees.

### Conclusion

Council officers have reviewed the nominations received for endorsement to the relevant Community Asset Committees which will delegate the control, management and maintenance of its council owned community assets and uphold Councils requirements under the Local Government Act.

### Attachments

- 1 Community Asset Committee Nominations - Confidential
- 2 Community Asset Committee Responsibilities Planner [↓](#) 
- 3 Instrument of Sub Delegation [↓](#) 

## 15. Sustainability and Culture

### 15.1 Draft Climate Adaptation Plan

Meeting Type:	Scheduled Council Meeting
Date of Meeting:	22 April 2025
Category:	Strategic
Author:	Environment and Sustainability Coordinator
Approver:	Director Sustainability and Culture

No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

#### Executive Summary

This report is presented to Council to adopt the Climate Adaptation Plan. The Plan (see **Attachment 1**) has been reviewed and updated in response to feedback and submissions received during the exhibition period, as detailed in **Attachment 2**.

#### Recommendation:

That Council:

1. Considers the submissions received during the exhibition period for the draft Climate Adaptation Plan.
2. Endorses the amendments made to the draft Climate Adaptation Plan.
3. Adopts the Climate Adaptation Plan.

#### Background

The draft Climate Adaptation Plan (the Plan) aims to enhance the resilience of Council operations and, by extension, our community, against natural hazards and extreme weather events. These include storms, floods, heatwaves, droughts, and bushfires. A key component of the Plan is a 10-year action plan that outlines strategic priorities to reduce vulnerability to these impacts while also identifying opportunities arising from climate-related changes.

Under the *Local Government Act 2020*, Councils are required to plan for climate change risks. Additionally, an audit of Environmental Management & Sustainability identified the absence of a climate adaptation plan as a moderate risk. These factors were key drivers behind the Plan's development, which has been made possible through funding from Emergency Management Victoria and collaboration with consultants WSP.

The Plan was shaped through extensive early engagement with the community and stakeholders, including surveys and workshops conducted in August and September 2024. This input ensured the Plan reflects local priorities and concerns. Following Council endorsement, the draft Plan was placed on public exhibition from 12 December 2024 to 14 February 2025, allowing the community and stakeholders to review and provide further feedback. To support engagement during the exhibition period, Council facilitated drop-in sessions and conducted an online survey. Feedback from the public consultation process was overwhelmingly positive, with 96% of survey respondents indicating they largely agreed with the Plan's recommendations, following a review of the feedback received 3 minor changes were made to the Plan (see **Attachment 2**).

## Implications

### Policy Considerations

The Climate Adaptation Plan supports and complements the Council Plan 2021-2025, as well as a number of strategies relating to climate change, assets, planning, emergency management and environmental sustainability.

This report supports Council's Climate Adaptation and Mitigation Policy 2022-2025, Environmental Sustainability Strategy 2021-2026 and Asset Plan 2022-2032. In addition it aligns with other relevant Victorian State legislation including the Climate Change Act 2017, Environment Protection Act 2017, Flora and Fauna Guarantee Act 1988, Planning and Environment Act 1987, Public Health and Wellbeing Act 2008, and at a National level the Climate Change Act 2022, National Climate Resilience and Adaptation Strategy.

### Financial/Economic Implications

The Plan recommends and prioritises actions over 10 years for Council that will have costs associated. These actions will be dependent on funding from project bids, grant applications and in house resources, subject to the prioritisation of the long term financial plan.

### Legal/Statutory

Under the Local Government Act 2020, "*Councils are required to promote the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks.*" and the Plan aligns with the climate resilience objectives for 2050 outlined in the Victorian Government's Climate Change Strategy.

### Social and Diversity

The Plan acknowledges that climate change impacts are not felt equally across society, with vulnerable groups such as older residents, remote rural communities, and those with limited resources, facing heightened risks from extreme weather events. By integrating social and diversity considerations, the Plan ensures that adaptation measures are inclusive and support those most at risk, strengthening community resilience across Wangaratta.

### Equity Impact Assessment (EIA)

Equity is a principle of delivery for the strategy, and an Equity Impact Assessment was completed for this strategy. The EIA highlighted the importance of seeking input from vulnerable members in rural townships (drop in sessions in rural locations) and the viewpoint of younger people (through youth council engagement).

### Environmental/Sustainability Impacts

The Plan acknowledges the significant environmental challenges posed by climate change in Wangaratta, including increased risks to biodiversity, prolonged droughts, and more frequent extreme weather events such as bushfires and flooding. By integrating climate resilience into asset

management, land use planning, and environmental stewardship, the Plan aims to protect natural ecosystems, enhance sustainable land management practices - ultimately strengthening community resilience and ensuring a healthier environment for future generations.

### Strategic Links

#### Council Plan 2021 – 2025

This report supports the 2021-2025 Council Plan through the following objectives and actions:

#### 1. Strengthening our Leadership

- 1.2.3 Proactively manage risk across all areas of Council.

#### 2. Nurturing our Wellbeing

- 2.2.4.1 Support all our community members to be healthy and well, especially our most vulnerable.
- 2.6.1 Ensure we are prepared for emergency response and recovery
- 2.6.1.5 Build community and Council capacity and resilience to respond to emergencies and disasters that are a result of climate change.
- 2.6.1.6 Continue delivery of programs to support the resilience and recovery of business and the community in the face of adverse events such as bushfire, pandemic and drought.

#### 3. Valuing our Environment

- 3.1.3 Enhance our natural environment
- 3.13.4 Partner with traditional owners to incorporate traditional ecological knowledge into strategies and practices concerning the management of the natural environment
- 3.3.1 Increase the capacity of the community to mitigate and adapt to climate change
- 3.3.1.1 Explore and advance opportunities to be community leaders in adapting to the impacts of climate change

#### 4. Expanding our Economy

- 4.2.6 Support economic recovery following emergencies
- 4.2.6.1 Understand the economic impacts for our businesses and community following an adverse event
- 4.2.6.2 Advocate for government support and assistance programs to support recovery from adverse events.

#### Rural City of Wangaratta 2033 Community Vision

This report supports the 2033 Community Vision through the following objectives:

- G1 Strengthen Council's approach to designing and supporting inclusive and liveable communities
- G4 Support all our community members to be healthy and well, especially our most vulnerable
- K1 Ensure we are prepared for emergency response and recovery
- L1 Collaborate with external stakeholders on community-based environment and sustainability initiatives
- L2 Facilitate design and development that creates environmentally supportive impacts
- N2 Increase the capacity of the community to mitigate and adapt to climate change
- Q6 Support economic recovery following emergencies



CC1 Ensure decision making upholds a balance between environmental sustainability, the need for development and acknowledges risks to the landscape

### Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Changing priorities or leadership resulting in reduced support for adaptation initiatives	3 - Possible	3- Moderate	3 - Medium	Maintain strong evidence-based justification for actions and build long-term community and stakeholder support to sustain momentum.
Expectation for Council to fund all recommendations	2- Unlikely	2- Minor	4 - Low	Communication throughout the entire process and within the document clearly outlines required external grant funding requirements.
Legal or regulatory changes impacting Council's ability to implement certain actions	2- Unlikely	3 - Moderate	4 - Low	Stay informed of legislative changes and advocate for policies that support climate adaptation.
Climate change impacts worsen faster than projected, making actions insufficient	3 - Possible	4- Major	7- High	Regular review and update of the Plan to incorporate the latest climate projections and emerging risks.

### Consultation/Communication

Extensive consultation was undertaken throughout the development of the strategy to ensure it reflects council, community and stakeholder priorities. The Plan was informed by early engagement activities, including:

- A workshop with 21 Council officers.
- A workshop with the Youth Council.
- A workshop with Council's Environmental & Sustainability Reference Group (ESRG) to discuss the initial vision, concerns, and proposed community survey questions.
- A four-week community survey, receiving 65 responses.
- Four drop-in sessions held in Moyhu, Glenrowan, Wangaratta, and Milawa.
- Meetings with key stakeholders, including the Department of Energy, Environment and Climate Action, Goulburn Murray Climate Alliance, Country Fire Authority, North East Catchment Management Authority, Environmental Protection Agency, and North East Water.

- A follow-up ESRG workshop in November to provide further feedback on the developed draft Plan.

Following Council endorsement, the Plan was placed on public exhibition from 12 December 2024 to 14 February 2025. To encourage further community input, three additional drop-in sessions were held, emails were sent to previous survey participants, and the consultation was promoted through Council’s media channels and physical flyers distributed in rural areas. These efforts resulted in 25 attendees at the drop-in sessions and 22 additional survey submissions.

Level of public participation	Promises to the public/stakeholders	Tools/Techniques
Inform	An extensive comms campaign was undertaken during the the development and consultation period.  Between August 2024 and February 2025, the Plan’s webpage received 521 visits, and 124 participants downloaded the factsheets and draft Plan.	Websites, social media, rural noticeboards, drop-in sessions and newspapers.
Consult	65 responses were received in the first community survey, with a further 22 during the public exhibition period.	Connect Wangaratta website, two surveys.
Involve	Stakeholder groups were directly consulted/engaged.	One on one meetings with
Collaborate	Feedback was integrated into final draft Plan and then placed on exhibition.	
Empower	The final Strategy will be considered by Council in April 2025.	Council meeting to consider adoption of the strategy.

Officers believe that appropriate consultation has occurred and the matter is now ready for Council consideration.



### Options for Consideration

1. That Council endorses the changes to the draft Climate Adaptation Plan and adopts the Climate Adaptation Plan. **(recommended)**
2. That Council does not endorse the changes to the draft Climate Adaptation Plan, does not adopt the Climate Adaptation Plan and returns the grant funding. **(not recommended)**

### Conclusion

Submissions regarding the draft Climate Adaptation Plan have been considered and changes made to the Plan in response. The amended Climate Adaptation Plan is ready for Council adoption.

## Attachments

- 1 Draft Climate Adaptation Plan [↓](#) 
- 2 Summary of Comments & Changes [↓](#) 

**16. Special Committee Reports**

Nil

**17. Advisory Committee Reports**

Nil

## 18. Minutes of Advisory Committee Meetings

### 18.1 Minutes of Advisory Committee Meetings

Meeting Type: Scheduled Council Meeting  
 Date of Meeting: 22 April 2025  
 Author: Councillor and Executive Services Support Officer  
 Approver: Executive Services Coordinator

No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

#### Executive Summary

Minutes of Advisory Committee Meetings and committee reports are reported to Council for information (please refer attachments.)

Date	Meeting details	Refer
5 December 2024	Audit and Risk Committee	Attachment
3 February 2025	Arts and Culture Advisory Committee	Attachment

#### Recommendation:

That Council notes the minutes of these Advisory Committees.

#### Attachments

- 1 05 December 2024 Audit and Risk Committee Minutes [↓](#) 
- 2 ACAC Committee Meeting Minutes - February 2025 [↓](#) 

**19. Notices of Motion**

Nil

**20. Urgent Business**

**21. Public Question Time**

**22. Confidential Business**

Nil

**23. Closure of Meeting**

**Attachments**



## SEWER CONNECTION EXEMPTION POLICY

Responsible Officer: <b>Manager Environment and Community Safety</b>	Adoption Date:	21/04/2015
	Approved By:	Council
	Review Date:	2018
Authorising Officer: <b>Director Development Services</b>	Policy Type	Council

### INTRODUCTION

This policy is to address applications to allow continued usage of existing onsite domestic wastewater treatment plants on residential properties that meet defined standards, when reticulated sewer becomes available. This policy does not apply to new building and development after the date of adoption of this policy. Such developments are required to connect to sewer.

### CONTEXT

The introduction of Domestic Secondary Treatment Systems (DSTS) for residential dwellings as opposed to older septic systems, has resulted in a much higher quality of effluent being disposed of to land, which in turn means a lower level of pollution to land.

In sewerred areas, properties are required to connect to sewer under the State Environment Protection Policy (SEPP) 'Waters of Victoria'. When sewerage first becomes available, an exemption can be considered if an existing onsite DSTS is able to meet EPA treatment standards and retain all treated wastes within the boundaries of the property.

### SCOPE

Where a property has an existing Environment Protection Authority (EPA) approved DSTS that was installed before the property owners were formally notified by the Water Corporation that a reticulated sewerage system is available, the treatment system may be retained if it meets all the following conditions:

- the effluent quality is verified, via independent sampling and analysis at a NATA approved laboratory, to be 20/30 secondary standard or a higher standard, as required in the original Certificate of Approval.
- the premises owner has demonstrated to the satisfaction of Council that the effluent is being sustainably recycled and contained on site in all weather conditions

- service reports which verify that the premises owner/occupier has maintained an ongoing service history with a professional service technician are provided to Council
- the DSTS is managed and serviced in accordance with the conditions on its Certificate of Approval and the conditions on the Council Permit to Install/Alter.

## **PURPOSE**

The purpose of this policy is to ensure that the environment and public health are protected, and recognises an existing DSTS meeting the standards of this policy can provide appropriate treatment without connection to sewer.

## **POLICY**

### **DEFINITION**

Domestic Secondary Treatment System – an onsite wastewater treatment system which treats all wastes generated on the property to a 20/30 standard (20 mg/L BOD 30 mg/L suspended solids), within the boundaries of the property. Higher standards will apply as required in the original Certificate of Approval.

### **COMMITMENT**

Council is committed to only allowing an exemption where the conditions under the Scope of this Policy have been met.

### **RESPONSIBILITIES**

Officers responsible for approving an application under this Policy are the Environmental Health Coordinator and the Environmental Health Officer. Any appeal will be decided by the Director Development Services.

Officers responsible for revoking a Sewer Connection Exemption under this Policy are the Environmental Health Coordinator and the Environmental Health Officer. Any appeal will be decided by the Director Development Services.

### **REPORTING**

The results of consideration of applications for exemption from sewer connection will be maintained within Council's record system.

### **MANAGEMENT FRAMEWORK**

Council will maintain a Management Framework that complies with the scope of this Policy.

.Key elements of the management framework include:

- verification that service reports demonstrate compliance with the conditions of the Certificate of Approval and the conditions on the Council Permit to Install/Alter and
- annual inspection and condition report to check that a DSTS complies with the effluent standards of this policy.

The exemption to connect to sewer will be revoked where the system is to be replaced, or becomes unserviceable or does not continue to meet the standards required in this policy, or



maintenance does not comply with conditions of the Certificate of Approval and the conditions on the Council Permit to Install/Alter.

Where an exemption to connect has been revoked, Council will issue a Notice to Connect to Sewer, and connection must occur within the period specified on that notice, which shall be no longer than 3 months.

#### **OTHER INTEGRATION ARRANGEMENTS**

In considering any application for exemption under this Policy, reference must be made to the following reference documents.

#### **REFERENCES**

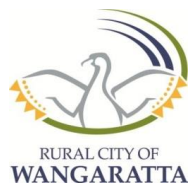
Guidelines for environmental management: code of practice – onsite wastewater management (EPA publication 891) is the principal reference for this policy.

Victorian land capability assessment framework (Municipal Association of Victoria)

State Environment Protection Policy 'Water of Victoria'

#### **REVIEW**

Any change or update to the basis for this policy which materially impacts and alters this policy will be addressed at the time of the change or update through a Council resolution to adopt an updated policy. Otherwise, this policy will be reviewed once every three years at a detailed level by Council officers. Following the detailed review, an updated policy will be recommended to Council for adoption.



**SISTER CITY- FRIENDSHIP CITY RELATIONSHIP PROGRAM**

Responsible Officer: <b>Chief Executive Officer</b>	Document No:	24
	Adoption Date:	19 April 2011
Authorising Officer: <b>Chief Executive Officer</b>	Approved By:	Council
	Review Date:	1 January 2015
	Policy Type	Council

**Purpose**

The purpose of this policy is to provide a framework to ensure that coordination and management of a Sister City/Friendship City program for the Rural City of Wangaratta occurs in a planned and programmed manner.

**Statement**

The Council considers that a Sister City /Friendship City program can establish crucial economic, cultural and social links between the communities involved.

The program will seek to provide and strengthen links and partnerships at an international, national and local level so as to make for a robust network of sharing experiences, expertise, information and knowledge, and to promote global partnerships and cross cultural understanding.

Therefore the Council will:

- Initiate programs to promote and develop mutual understanding, friendship and goodwill, between the Rural City of Wangaratta and Friendship City communities;
- Arrange programs of educational, cultural, sporting, economic and social exchange;
- Facilitate community involvement in any future Sister Cities Program; and
- Provide a focus for tourist and economic development with Sister Cities.

**Definitions**

N/A

**References**

Australian Sister Cities Association.



**DEVELOPMENT APPROVAL FACILITATION POLICY**

Responsible Officer: <b>Director Development Services</b>	Adoption Date:	August 2015
	Approved By:	Council
Authorising Officer: <b>Chief Executive Officer</b>	Review Date:	January 2020
	Policy Type	Council

**PURPOSE**

The purpose of this policy is to ensure that significant development proposals pass through the Wangaratta Rural City Council in the most expeditious, facilitative and coordinated manner possible.

Through this policy Council aims to provide a Whole-of-Council approach and response to a Significant Development Proposal by:

- reducing the overall time for development approval processing whilst operating within legislation requirements;
- greatly enhancing the coordination of the various approval processes within Council; and
- enhancing the facilitative approach offered by Council to significant development proposals.

**STATEMENT**

Upon initial identification of a Significant Development Proposal within the Rural City of Wangaratta, the identifying officer will notify the Chief Executive Officer of the proposal together with an indication of the magnitude and likely issues associated with the proposal.

If the proposed development is deemed to be of sufficient magnitude to warrant special attention, the Chief Executive Officer will convene a meeting of the Development Assessment Team (DAT) to oversee and coordinate the passage of development approvals through the organisation.

DAT membership consists of:

- Chief Executive Officer
- Director Development Services
- Director Infrastructure Services
- Director Corporate Services
- Manager Building, Planning and Compliance

**Co-opting:**

Other staff may be co-opted to the team as required.

**Focus of DAT:**

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Adopted by Wangaratta Rural City Council 18 August 2015

- (1) A one stop shop for developers.
- (2) A proactive response to significant development proposals.
- (3) A consistent and efficient approach by the organisation.
- (4) All relevant areas of the organisation are informed of and involved in significant development proposals.

## DEFINITIONS

**Significant Development Proposal** is either an application or substantiated enquiry that is likely to lead to a development:

- (a) in the Central Activities Area of Wangaratta; or
- (b) has a value at or above \$2 million.

## REFERENCES

Development Assessment Team Guidelines



## Community Asset Committee Responsibilities Planner

This checklist has been prepared to assist RCOW Community Asset Committees (CAC) comply with their obligations under the Local Government Act, 2020 (Vic). If you require any further assistance with any of the compliance requirements please contact Community & Recreation on 03 5722 0888 or via [recreation@wangaratta.vic.gov.au](mailto:recreation@wangaratta.vic.gov.au)

### Annual General Meeting

Each year committees need to hold an AGM by 31 August. This is to involve the wider community, report on the previous year's activities and finances and to elect officers to the Committee. These meetings need to be advertised for at least 30 days beforehand and should be planned well in advance.

Each Year	When	Details
Advise Annual General Meeting (AGM) date	90 days prior to meeting	Advise Community & Recreation Team of planned AGM date
Advertise AGM	1 month prior to meeting	Send details to RCOW on nominated form. RCOW will advertise AGM date on behalf of the CAC. Each CAC should also advertise the meeting locally, including a link to the form for nominations.
Committee Member Nominations	Prior to AGM	Where possible send nomination forms to Community & Recreation <a href="mailto:recreation@wangaratta.vic.gov.au">recreation@wangaratta.vic.gov.au</a> prior to the meeting, however nomination forms can also be received at the AGM. <b>All nominations to go to Council for endorsement</b>
Hold AGM	By 31 August each year	This must be held annually and should be seen as an opportunity to involve the wider community in the management of the reserve/hall
Elect Executive Committee (office bearers)	At AGM	Election of: <ul style="list-style-type: none"> <li>- Office bearers e.g. (President, Secretary, Treasurer) are usually elected annually at the AGM even though the terms of the committee members are for up to three years.</li> </ul>
<b>Reports</b> Presidents Report Financial Report	At AGM – but should be submitted to secretary at least 1 week beforehand to be circulated to existing committee.	Present to committee: <ul style="list-style-type: none"> <li>- The President's report should detail the year that was. This should include:                             <ul style="list-style-type: none"> <li>o Details of facility bookings and usage for the year</li> <li>o Set a schedule of committee meeting dates for the coming financial year</li> </ul> </li> <li>- Annual financial year finance report</li> <li>- Any other officer or other committee reports from the year can also be included, i.e. – the Football/Netball Club can also submit a report to the CAC on their year.</li> </ul>
Minutes of AGM	Within 30 days of AGM.	These must be circulated to the committee, members and Council. They must include: <ul style="list-style-type: none"> <li>- Minutes of the meeting</li> <li>- All reports from the meeting, including all financial reports</li> </ul>

Please email all documents to [recreation@wangaratta.vic.gov.au](mailto:recreation@wangaratta.vic.gov.au) Within 30 days of your Annual General Meeting.



**Financial Requirements**

Committees all have financial responsibility for their hall/reserve. This includes regular reporting to the Committee at ordinary meetings, as well as annual reporting to the Committee and to Council.

Annual financial report	Prior to AGM – Must be sent to Committee	Present to committee: <ul style="list-style-type: none"> <li>- This report is to be presented at the AGM and must include a summary of the CAC financial situation and future, as well as details of all financial transactions and accounts from the year. Explanations for any large expenditures or losses should also be included</li> </ul>
Annual Financial report and financial review	Within 30 days of AGM.	Submit to Council: <ul style="list-style-type: none"> <li>- Deliver all financial documents to Customer Service RCOW addressed to Finance</li> </ul>
Financial review	Within 60 days of receipt	Council: <ul style="list-style-type: none"> <li>- To review financial documents and raise any issues with CAC and advise Community and Recreation;</li> <li>- Submit any GST refunds as applicable; and</li> <li>- Finance contact CAC, financials left at RCOW Customer Service awaiting collection</li> </ul>
Financial Limitations		<ul style="list-style-type: none"> <li>- Note tenders/spending over \$5000 need Council approval;</li> <li>- Grant applications over \$5000 need to be approved by Council</li> <li>- Send approval requests to recreation@wangeratta.vic.gov.au</li> </ul>

**Ordinary Meetings**

Committees should have regular meetings throughout the year to discuss the operation of the facility, strategic directions and other issues. Finances should be reviewed at each meeting. There should be no less than four regular meetings each year, in addition to the AGM. It is recommended that the schedule of meetings for the coming year is decided at the AGM and provided to Council with the annual report.

Groups that use the facility regularly can be invited to these meetings either as a delegate or observer to report and provide feedback.

Ordinary Meeting Agenda	1 week prior to meeting	Submit to Committee members and to Council: <ul style="list-style-type: none"> <li>- Agenda for meeting</li> <li>- Any reports to be tabled at that meeting, including Finance</li> </ul>
Changes to Meeting		<ul style="list-style-type: none"> <li>- Provide RCOW with any changes to ordinary meeting dates as soon as reasonable</li> </ul>
Minutes of Ordinary meetings	Within 30 days of all meeting	Submit to Committee members & Council
New Committee Members	As soon as possible	New Committee nominations can be taken at any point and will be endorsed at a Council meeting once a quarter. Nominees can still attend meetings before that endorsement, but without voting rights. Nominees being re-elected maintain their voting rights until that endorsement.

1

Instrument of Sub-Delegation from the CEO  
to Community Asset Committees

# Wangaratta Rural City Council

## Instrument of Sub-Delegation from the Chief Executive Officer to Community Asset Committees

### Instrument of Sub-Delegation

In exercise of the power conferred by s 47(1)(b) of the *Local Government Act 2020* (Act), I, as Chief Executive Officer of Wangaratta Rural City Council (the Council), by this instrument of sub-delegation:

1. delegate to each person who is from time to time appointed as a member of a community asset committee, established by resolution of Council passed on 25 August 2020 and set out in Column 1 of Schedule 1 (the committee), each power and/or function and/or duty set out in Schedule 2; declare that this instrument of sub-delegation comes into force immediately upon its execution;
- 3.2. remains in force until Council resolves to vary or revoke it;
- 3.3. is subject to the conditions and limitations set out in paragraph 4 and 5, and in Schedule 2; and; and
4. declare that the delegate must comply with specified governance requirements to ensure appropriate standards of probity are met and monitor and report on the activities and performance of the committee;
5. declare that the delegate must not determine the issue, take action or do the act or thing if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation, whether on account of section 47 of the Act or otherwise

This instrument of sub-delegation is dated 3 April 2024 and is made by the Chief Executive Officer.

Signed by the Chief Executive Officer:

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Instrument of Sub-Delegation from the CEO  
to Community Asset Committees



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in the presence of:

Executive Services Coordinator

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Witness

7 May 2024

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Date



**Schedule 1**

<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>
<b>Committee</b>	<b>Community asset</b>	<b>User Groups</b>
Bowmans-Murungee Memorial Hall and Tennis Reserve Community Asset Committee	Bowmans-Murungee Memorial Hall and Tennis Reserve situated at Part Crown Allotment 1, Section 3, Parish of Murungee and contained in Certificate of Title, Volume 5676, Folio 120	Bowmans-Murungee Tennis Club
Carboor Soldiers Memorial Hall and Recreation Reserve Community Asset Committee	Carboor Soldiers Memorial Hall and Recreation Reserve situated at Lots 1 & 2 PS316389G Parish of Carboor, and contained in Certificates of Title, Volume 10219 Folio 280 and Volume 10219, Folio 281	
Edi Upper Hall and Recreation Reserve Community Asset Committee	Edi Upper Hall and Recreation Reserve situated at Crown Allotment 9C, Section 1, Parish of Edi, and contained in Certificate of Title, Volume 6576, Folio 176 and Volume 9389, Folio 953	
Eldorado Memorial Hall Community Asset Committee	Eldorado Memorial Hall" situated at Crown Allotments 4 7 6, Parish of Tarrawingee, Township of Eldorado and contained in Certificates of Title, Volume 6047, Folio 400 and Volume 357 Folio 257	
Everton Hall & Sports Complex Community Asset Committee	Everton Hall and Sports Complex situated at Part Crown Allotment E, Parish of Everton, and contained in Certificate of Title, Volume 2706, Folio 541006	
Milawa Public Hall and Park Community Asset Committee	Milawa Public Hall and Park situated at Part Crown Allotment 6, Section 16, Parish of Oxley	

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Instrument of Sub-Delegation from the CEO  
to Community Asset Committees

<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>
<b>Committee</b>	<b>Community asset</b>	<b>User Groups</b>
Moyhu Soldiers Memorial Hall Community Asset Committee	Moyhu Soldiers Memorial Hall situated at Part Crown Allotment 1B, Section 13, Parish of Moyhu and contained in Certificate of Title, Volume 4909, Folio 632 and Volume 5088, Folio 419	
Myrree Soldiers Memorial Hall Community Asset Committee	Myrree Soldiers Memorial Hall" situated at Part Crown allotment 12, Section 3, Parish of Whitfield and contained in Certificates of Title, Volumes 7109, 4593, 8184 Folios 620, 550	
Old Murrumgee Hall Community Asset Committee	Old Murrumgee Hall situated at Crown Allotment 4B, Section 13, Parish of Murrumgee and contained in Volume, 9700, Folio 879	
Oxley Shire Hall Community Asset Committee	Oxley Shire Hall situated at Crown Allotment 8, Section 9, Parish of Oxley and contained in Memorial No. 579, Book 650	
Whitfield Recreation Reserve Community Asset Committee	Whitfield Recreation Reserve situated at Part C/A 19, Section 1, Parish of Whitfield and contained in Certificates of Title Volume 7109, Folio 620, Volume 4593 Folio 550 and Volume 8184, Folio 613	King Valley United Football Netball Club; King Valley Action Association; Whitfield Tennis Club; King Valley Grape Growers Association; Whitfield District Primary School; Country Fire Authority; King Valley Tourist Association
Whorouly Public Hall Community Asset Committee	Whorouly Public Hall situated at Crown Allotment 4 & 5, Parish of Whorouly and contained in Certificate of Title, Volume 1927, Folio 220	Australian Red Cross; Country Women's Association Whorouly Branch; Whorouly and District Pre School Committee; Whorouly Primary School



<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>
<b>Committee</b>	<b>Community asset</b>	<b>User Groups</b>
Whorouly Memorial Park Community Asset Committee	Whorouly Memorial Park situated at Crown Allotment 35C, Parish of Whorouly and contained in Certificate of Title, Volume 5758, Folio 445	Whorouly Football Netball Club; Whorouly Lawn Tennis Club; Whorouly Cricket Club; Whorouly Junior Football Club

## 1. Powers and functions

1. To control and manage the community asset outlined in Schedule 1 in an efficient and effective manner, in the best interests of Council, the local community and users of the community asset;
2. To ensure the efficient financial operation of the facility, including the capacity to enter into contracts, and to incur expenditure, not exceeding the value of **\$5,000**; and
3. To do all things necessary or convenient to be done for or in connection with the performance of those functions, duties and powers.

### Requirements

The members of the Community Asset Committee must, when exercising the powers, functions and duties delegated to them:

4. comply with the following governance requirements:
  - 4.1 The duty to manage, operate and control the community asset efficiently and economically in association with Council;
  - 4.2 The duty to act as a coordinating body between Council and the community, clubs, schools, users and potential users of the community asset;
  - 4.3 The duty to ensure that the decisions and policies of Council are implemented and adhered to without delay;
  - 4.4 The duty to ensure that users of the community asset comply with the policies, terms and conditions for the use and hire of the community asset established by the Committee, Council and relevant Council policies and Local Laws
  - 4.5 The duty to carry out regular inspections of the community asset to identify, report and remedy, if practical, any risk issues, non-compliance with laws and regulations relating to the use and occupation of the community asset and to ensure that relevant maintenance programs are implemented
  - 4.6 The duty to engage qualified personnel, relative to the task being performed, on maintenance tasks where appropriate according to the Maintenance Schedule, and if done to forward to Council all certificates of compliance upon completion of maintenance tasks;;
  - 4.7 The duty to inform council of issues that fall within their remit according to the Maintenance Schedule;
  - 4.8 The duty to ensure that all liabilities incurred by the committee are properly authorised;
  - 4.9 The duty to maintain a register of keys issued by the committee, and to provide Council with a full set of keys to all external and internal locks;

- 4.10 The duty to ensure that the community asset is maintained in a manner that meets all legal obligations;
- 4.11 The power to prepare strategic plans and reports for the future development of the community asset, including to consult with organisations who use the community asset, to consider and recommend on proposals to update facilities or provide new facilities; and ensure that any new facilities are planned and coordinated with existing facilities;
- 4.12 The duty to maintain accounts in a form that generally complies with the Australian Accounting Standards;
- 4.13 The function of recommending to Council a Schedule of Fees and Charges to be levied for the use of the community asset for the following financial year by 31 March each year that will enable the Committee to meet all of its liabilities and to return an annual surplus on its operations, and to recommend to Council items for inclusion in Council's annual budget for the community asset and to advise Council on the budget prior to its being adopted by Council;
- 4.14 The duty to ensure that the Committee's financial decisions do not affect the integrity of Council's budget;
- 4.15 The duty to prepare annually a budget of the Committee's operations and to manage expenditure within the limits of that budget which covers the Committee's financial year commencing on 1 July in each year and ending on 30 June in the following year;
- 4.16 The power to collect, retain and expend all fees, donations, grants and endorsements paid for to the committee and to ensure that moneys due are properly collected and the funds are expended for the purposes for which they are provided;
- 4.17 The power to enter into contracts, and to incur expenditure, up to \$5,000; and to refer any grant applications, capital works, extensions or additions proposed which materially alter the buildings or surrounds of the community asset or exceed the amount of \$5,000 to Council for approval;
- 4.18 The power to open and maintain a bank account at a bank and branch approved by Council, into which all monies received by the Committee shall be paid;
- 4.19 The power to establish reserve funds for capital works, into which can be paid the net surplus of the Committee, obtained in the previous financial year, and to report these amounts to Council;
- 4.20 The duty to pay all utility, municipal and water charges incurred in operating the community asset;
5. monitor and report on its activities and performance at least in accordance with the following:
  - 5.1 The duty to prepare an agenda and record the minutes for each meeting of the Committee; and to distribute, or arrange to be distributed, copies of the agenda and meeting minutes of Committee meetings to members of the Committee and to Council;

- 5.2 The duty to ensure that a financial report is included in the agenda of each Committee meeting and recorded in the minutes of each Committee meeting;
- 5.3 The duty to hold an Annual General Meeting of the Committee between 1 July and the 31 August each year unless circumstances related to safety and wellbeing do not permit, in which case the annual general meeting should be held as soon as circumstances permit after 1 July;
- 5.4 The duty to prepare an annual report and annual statement of accounts of the operations of the Committee in the preceding financial year for presentation at the Annual General Meeting of the Committee prior to 31 August each year. The annual report should include information and commentary regarding:
- 5.5
- (a) Patronage;
  - (b) User groups;
  - (c) Risk incidents and issues;
  - (d) Maintenance and improvements;
  - (e) Evaluation of effectiveness;
  - (f) Any other matter considered relevant by the Committee;
- 5.5 The duty to forward to Council a copy of the annual report and annual statement of accounts of the operations of the Committee in the preceding financial year by 31 August each year;
- 5.6 The duty the committee's financials are presented to the Council's finance team annually.

## **6. Exceptions, conditions and limitations**

The Community Asset Committee is not authorised by this Instrument to:

- 6.1 enter into contracts, or incur expenditure, for an amount which exceeds the approved budget, or for an amount which exceeds the amount in clause 2;
- 6.2 spend Council funds other than funds expressly allocated by Council to the Committee for Committee purposes;
- 6.3 undertake any capital works, extensions or additions to the community asset which materially alter the buildings or surrounds of the community asset without Council approval;
- 6.4 make and implement policies, terms and conditions for the use and hire of the community asset without Council's approval of such policies, terms and conditions;
- 6.5 prepare strategic plans for the future development of the community asset without Council's involvement in such strategic plans;
- 6.6 employ people without the prior consent of Council;

- 6.7 enter into leases without the prior consent of Council;
- 6.8 exercise the powers which, by force of section 47 of the Act, cannot be delegated.

**7. Membership**

- 7.1 Membership for a Community Asset Committee is consistent with the Community Reference Group Policy of Council, except for the below.
- 7.2 Each committee shall have up to twenty-five members comprising:
  - (a) not less than four representatives of the local community that is served by the community asset; and
  - (b) up to one representative from each of the user groups of the community asset corresponding to each committee set out in Column 3 of Schedule 1;
- 7.3 Any person appointed to the committee shall hold office for a period of three years, and members of the committee shall be eligible for re-appointment for a further term or terms;
- 7.4 The Chief Executive Officer of Council may appoint an officer or officers of Council to attend meetings of the committee from time to time. The Chief Executive Officer or delegate shall advise the committee of such appointments. The Council officers attending meetings of the committee do not have voting rights;
- 7.5 The Chief Executive Officer of Council shall appoint an officer of Council to liaise with the committee on financial and accounting matters;

**8. Dissolution**

- 8.1 The committee may, at any meeting of the committee, resolve to recommend to Council that the committee be dissolved. In this event the committee must notify Council in writing of the committee's resolution as soon as practicable before dissolution;
- 8.2 Council may dissolve the committee at any time in accordance with the Council policy governing Council committees;
- 8.3 The President of the committee is obliged to make the following arrangements within one month of dissolution of the committee:
  - (a) a statement of accounts must be prepared and presented to Council;
  - (b) the committee's bank account must be closed and the balance immediately forwarded to Council;
  - (c) books of accounts and minutes of the committee must be forwarded to Council;

**9. Insurances**

Council shall arrange and maintain an insurance portfolio to cover risks, including a Personal Accident Policy for members, a Volunteer Worker's Policy and an Indemnity Policy for members of the Committee.

**APPENDIX ONE**

**Maintenance Responsibilities**

1. Care and Report means the Tenant will care for and, so far as is practicable, maintain the asset in its current state, and will advise Council where repair or replacement may be required
2. Care, Repair, Replace means the Tenant has full responsibility for the life cycle of the asset
3. Contract means the Tenant is responsible for contracting these services, if and when required
4. Prepare and Update means the Tenant has the responsibility for ensuring compliance
5. Remove means the responsible party will incorporate this work into its ordinary work schedule
6. Repair and Replace means that Council will consult with the Tenant and, at its sole discretion, will determine if the asset is to be repaired, replaced, or disposed of, and the timing of any such action.
7. Report means that the Tenant will advise Council of a concern by way of Council's Customer Request Management System (CRMS)
8. Respond means that, when advised of a concern, Council will inspect the issue, and incorporate this work into its work schedule
9. Update means that Council has the responsibility for ensuring that the plan is compliant and fit for purpose, subject to an established schedule.
10. Any assets acquired by the Community Asset Committee is wholly the responsibility of the Community Asset Committee.

#	Item	Council Owned Community Hall	
		Council Responsibility	Tenant Responsibility
1	Air-conditioning and/or heating systems	Respond	Report
2	Audio-visual equipment	Nil	Care, Repair, Replace
3	Ceilings, walls and skylights	Repair and Replace	Care and Report
4	Cooking and refrigeration equipment – Council owned	Repair and Replace	Care and Report
5	Curtains, drapes and blinds	Nil	Care, Repair, Replace



6	Doors (including cupboard doors) and hardware	Repair and Replace	Care and Report
7	External shell including external walls	Repair and Replace	Care and Report
8	Electrical wiring, switchboard, power points, switches and light fittings	Respond	Report
9	Essential services – automatic doors; fire alarms; fire blankets; fire extinguishers; lighting (emergency and exit); smoke alarms and detectors; fire sprinkler systems	Respond	Report
10	Evacuation plans	Update	Nil
11	External furniture	Nil	Care, Repair, Replace
12	External and security lighting	Respond	Care and Report
13	Fences	Nil	Care, Repair, Replace
14	Floor surfaces and coverings	Repair and Replace, renewal only	Care and Report
15	Fly screens	Respond	Care and Report
16	Food handling areas and storage	Nil	Care, Repair, Replace
17	Gardens and lawns	Nil	Care, Repair, Replace
18	Glass (internal/external) and windows	Repair and Replace	Care and Report
19	Graffiti removal	Respond	Report
20	Gutter cleaning	Respond	Report
21	Hard waste collection	Nil	Remove
22	Keys; locks; electronic access	Repair and Replace	Care and Report
23	Painted surfaces	Repair and Replace	Care and Report
24	Path of travel	Respond	Care and Report
25	Paths (other)	Nil	Care, Repair, Replace
26	Paved areas	Repair and Replace	Care and Report
27	Permanent fixtures including hot water services; inbuilt cupboards; bench tops; sinks; boiling hot water units; filtered water units; stoves; kitchen exhausts/canopies; shelving	Repair and Replace	Care and Report

	and joinery units; bench tops; tiling; ceiling fans; basins and vanity units		
28	Pest control	Respond	Report
29	Playground equipment	Repair and Replace	Care and Report
30	Plumbing such as blocked sewerage; storm water; and plumbing fixtures such as taps; toilet pans; cisterns; seats; shower heads; traps (including grease); pipes	Repair and Replace	Care and Report
31	Roller shutters	Repair and Replace	Care and Report
32	Roofing; roof leaks (including skylights); spouting and down pipes	Repair and Replace	Care and Report
33	Signage (external)	Nil	Care, Repair, Replace
34	Sports playing surfaces	Nil	Care, Repair, Replace
35	Stairs (internal/external)	Repair and Replace	Care and Report
36	Storm damage	Repair and Replace	Care and Report
37	Tag testing and globe replacement	Respond	Report
38	Telecommunications systems (telephones; photocopier; fax)	Repair and Replace	Care and Report
39	Trees	Respond	Care and Report
40	Water tanks	Repair and Replace	Care and Report
41	White goods including refrigerator; microwave; washing machine; clothes dryer; dishwasher; food processors	Nil	Care, Repair, Replace



Rural City of  
**Wangaratta**

# Draft Climate Adaptation Plan

*A story of a resilient Wangaratta*  
April 2025





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### **Acknowledgement of Country**

*The Rural City of Wangaratta acknowledge the traditional custodians of the lands, on which our communities reside.*

*We pay our respect to their Elders past, present and emerging, and celebrate and respect their continuing cultures.*

*We are committed to walking beside all traditional owners as we move toward reconciliation.*



*Photo courtesy of Michael Peters*

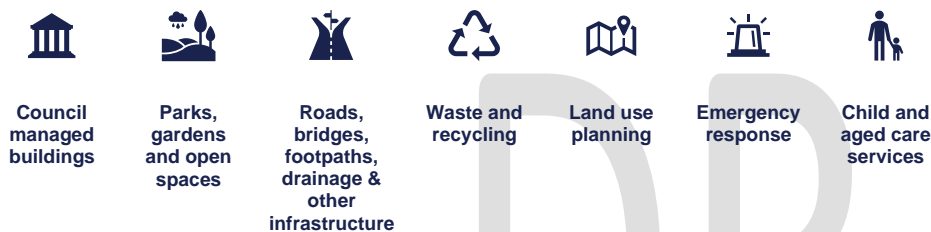


### Executive Summary

The Rural City of Wangaratta Council (Council) has developed this comprehensive 10-year Climate Adaptation Plan (CAP) to address the significant challenges posed by climate change on Council’s operations, assets, services, and activities. It is designed to enhance the resilience and adaptability of the Council, ensuring it can support the community to thrive amidst changing climate conditions.

The Municipality of Wangaratta (the Municipality) already experiences extreme weather events that are escalating in frequency and severity. In the future the Municipality is projected to experience higher average and extreme temperatures, longer and more severe heatwaves, lower annual average rainfall, increased time in drought and longer periods with more severe bushfire weather. Extreme rainfall events and flooding are also projected to increase in frequency and severity.

These climate changes are likely to result in increased impacts across the Municipality. Council assets, operations, and service delivery will face increased risks from climate change. Council assets may experience direct damage from extreme events and require more regular maintenance. Council may face difficulties in their operations and service delivery if staff are affected by the disaster, roads are blocked, or essential assets damaged. The increased severity and frequency of disaster events may also require Council to redirect funding from other activities to manage escalating impacts. Council assets and responsibilities considered in this plan include but are not limited to:



At the same time, the community is likely to require increased support due to increased climate change impacts. The higher likelihood of heat-related distress, respiratory distress from bushfire smoke, physical injuries, and mental health difficulties is expected to impact community health and wellbeing. Notably, vulnerable people in the community are at greater risk of experiencing these impacts.

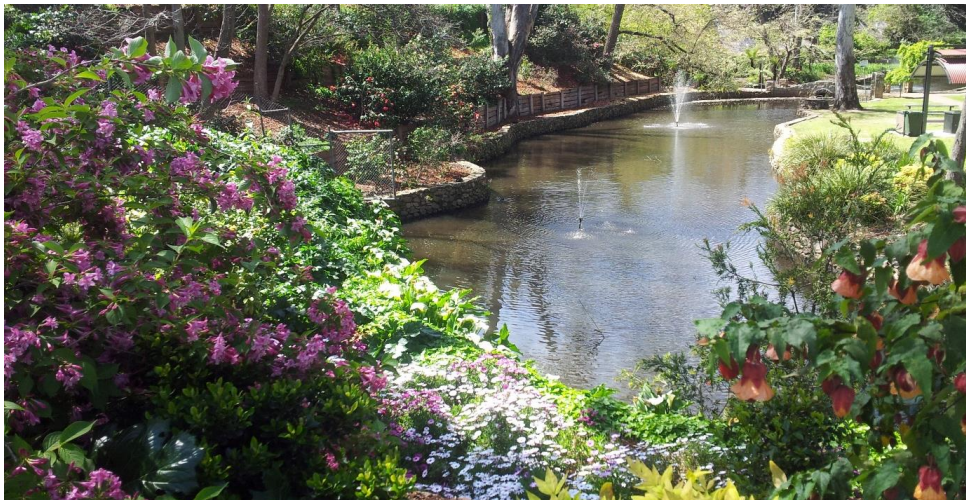
Climate change is also forecast to impact the natural environment, including assets that Council is responsible for. Higher temperatures and prolonged periods of drought are likely to cause stress to vegetation and wildlife, and extreme rainfall and storms may damage vegetation. The regional economy may suffer with limited productivity possible during heatwaves and other disasters, causing damage to businesses and their assets. The agricultural and viticulture industries, significant contributors to the Municipality’s financial resilience, are particularly vulnerable due to their reliance on the natural environment. Tourism may be negatively impacted by increasing climate hazards as well.

Council recognises the importance of adapting to climate change to ensure it can continue to service its community in a way that supports social, economic and environmental sustainability and vitality. The challenges posed by climate change are significant and require an informed, targeted approach to

adaptation to effectively reduce climate risks. The development of this CAP to reduce the risks from climate change was included in the 2024–25 budget and was partly funded by Emergency Management Victoria's Risk & Resilience Program. It considers and is designed to work in parallel to existing Council plans, strategies, and policies.

This CAP is the result of extensive research and community and stakeholder engagement. It accounts for the projected changes in climate, climate risks, as well as the current and possible future social, natural, and economic context of Wangaratta.

The CAP presents 18 actions across five action areas that address over 50 risks identified in a climate change risk assessment. The actions range from updating plans and policies, to accounting for climate change in asset management and budgets, to promoting a resilient natural environment. Together, the actions provide a pathway for Council to reduce the risks and impacts from climate hazards on its operations, services, assets and activities, and to support a resilient and thriving community.



*Lagoon in the Municipality*

***What this plan is***

*This Climate Adaptation Plan focuses on adaptation of Council's operations, assets, services and activities. It aims to reduce Council's risks from climate change and enable it to continue to efficiently and effectively serve the community.*

***What this plan is not***

*This is not a community climate adaptation plan. However, by reducing risks to Council operations, assets and services and creating resilience in Council activities, community will benefit from continuity of service and ongoing ability to use Council assets despite the increasing frequency and severity of climate-related weather events.*

Climate Adaptation Plan - Action Areas and Priority Actions for Consideration 6

1	Proactive Council, policies and operations	<p>Climate change will affect all aspects of Council operations and policies.</p> <p>To reduce impacts from climate change, it is important to ensure climate change adaptation is understood and considered across all of Council's work, staff and volunteers are more prepared to manage escalating and cascading disaster events, and an emergency communications plan is in place for when communications are disrupted.</p>	<p><b>Action 1.1</b> Continue to integrate climate change adaptation and lessons learned in existing Council plans, policies, strategies, and budget.</p> <p><b>Action 1.2</b> Improve staff and volunteer capacity to manage disaster relief and recovery activities in the context of climate change</p> <p><b>Action 1.3</b> Develop an Emergency Management Communications Plan</p>
2	Future-proof Council infrastructure and assets	<p>Council buildings, infrastructure and assets must be resilient to a changing climate to ensure they can continue to function for use in the community.</p> <p>Council funding is limited, so by prioritising investment in critical infrastructure upgrades and identifying state and federal grants, it can support the development of a more resilient Wangaratta.</p>	<p><b>Action 2.1</b> Create a prioritisation list for upgrading existing council assets</p> <p><b>Action 2.2</b> Develop plans and applications for funding for infrastructure upgrades that can be submitted when funding is available</p> <p><b>Action 2.3</b> Create a system to record the costs of repairing and replacing infrastructure after severe weather events</p> <p><b>Action 2.4</b> Develop sustainable infrastructure policies and plans and update the Sustainable Council Building Policy to continue to ensure climate-resilient design is incorporated into asset renewal and new council construction</p>
3	Future-proof land use planning and development	<p>Land use planning and new infrastructure development is critical to the pursuit of a more resilient Wangaratta.</p> <p>Victoria's municipal based Planning Schemes are key documents that guide what can be considered by local planning decision makers and their ability to promote climate-resilient development.</p>	<p><b>Action 3.1</b> Advocate for better integration of climate change in state and national planning and building legislation and policies</p> <p><b>Action 3.2</b> Work with stakeholders to periodically revise hazard and risk modelling for decision making and share outputs with the community</p>
4	A prosperous, prepared and healthy community	<p>Council can support a prosperous, prepared, and healthy community that is well positioned to manage the impacts of climate change.</p> <p>Improving education on climate change, mental health supports, and business continuity during disasters will help the community thrive.</p> <p>Improved access to relief centres or neighbourhood safer spaces will help the community, and particularly the most vulnerable, manage during disasters.</p>	<p><b>Action 4.1</b> Create a communications plan with relevant partners to promote mental health services, particularly from rural and remote communities who have experienced a disaster</p> <p><b>Action 4.2</b> Improve community access to relief centres</p> <p><b>Action 4.3</b> Improve access to financial coaching and resources that improve business continuity strategies for small businesses</p> <p><b>Action 4.4</b> Collaborate with partners to enhance community outreach efforts on climate change awareness and adaptation</p>
5	A resilient natural environment	<p>Our community and economy rely on a healthy natural environment.</p> <p>The natural environment presents opportunities for recreation as well as underpinning key industries such as agriculture and viticulture.</p> <p>Effective climate-smart land and water management on public and private land and utilising Traditional Knowledge will help ensure that the natural environment is resilient to projected climate changes.</p>	<p><b>Action 5.1</b> Work with local emergency authorities to improve the distribution of information to landowners on how to develop climate-resilient land management plans</p> <p><b>Action 5.2</b> Develop a Climate Adaptive Planting Project</p> <p><b>Action 5.3</b> Work towards Integrated Water Management with relevant partners</p> <p><b>Action 5.4</b> Work with Traditional Owners to mitigate and reduce the impacts of climate change hazards</p>

*\*Note this list provides a guide for Council's climate adaptation priorities, with implementation dependent on resources and funding. Further details on each action are available in the appendix.*



## Background

### RATIONALE

Surrounded by native bushland, agricultural pastures, and snow-capped peaks, the Rural City of Wangaratta offers a blend of city and country lifestyles. The Municipality is a welcoming community and home to over 30,000 people. However, like many local governments across the globe, Council faces significant challenges posed by climate change. Impacts from increased intensity, duration, and frequency of extreme weather events and unpredictable seasonal patterns threaten Council's ability to effectively and efficiently operate, deliver its services and maintain its assets. More broadly, climate change will cause impacts to the natural environment, agricultural productivity, tourism, and overall quality of life in the Municipality as well. Adapting to climate change is not only necessary, but imperative to ensure Council can meet its mandate, deliver its services, and support the ongoing wellbeing of the community into the future.

In response to these pressing challenges, Council has developed a 10-year Climate Adaptation Plan (CAP). The plan outlines the strategic approach Council will take to anticipate, prepare for, and respond to the impacts of climate change on its assets, operations, and service delivery. Built upon a foundation of research, robust community and stakeholder engagement, and a commitment to sustainability, the CAP outlines priority actions and timelines for implementation. This proactive, participatory approach aims to build a more resilient and adaptive Council, capable of supporting the community through any challenges the future climate may bring.

**Adaptation** is the process of adjusting to actual or expected climate and its effects to minimise harm or utilise opportunities.



*Aerial view of the Municipality*

*Note, this plan has been developed based on physical climate risks only, based on existing climate modelling. Advice and recommendations made within this plan should be reviewed and updated as updated climate data becomes available.*

## PLAN OBJECTIVES

Proactive and targeted adaptation is required to effectively manage the risks from climate change and minimise impacts on Council's operations, assets, services and activities, thereby building community resilience.

The CAP aims to reduce the risks from climate change, including the increasing frequency and severity of extreme weather shocks and longer-term events. Through the actions identified, Council will be well placed to achieve its vision for climate change adaptation and resilience. Council and the community will be well prepared to respond, adapt, and continue to thrive.

### Climate adaptation and resilience vision

Into the future, Council assets, operations, and services are resilient to climate change, fostering a prosperous and healthy community, economy, and natural environment

## APPROACH TO CLIMATE ADAPTATION PLANNING

In the face of climate change, everyone—from government bodies to businesses, households, and individuals—shares a responsibility to adapt. As the level of government most intimately connected with its communities, councils are often the first responders to local climate impacts. Through careful stewardship of community resources, councils need to ensure that adaptation is grounded in the specific needs and circumstances of the region.

In adapting to climate change, councils need to integrate these objectives into their everyday operations. Local governments administer policies, regulations, and planning strategies that directly shape land use, risk management, and hazard mitigation. Partnering with regional bodies, councils contribute to environmental and economic initiatives that expand the reach and impact of adaptation efforts.

The services councils provide—from health and community safety to waste management and childcare—are integral to adapting to changing conditions. Ensuring Council operations, assets, and services are adapting to climate change, also supports resident's wellbeing and resilience. Additionally, councils oversee the infrastructure and public spaces that enable local businesses, industries, and users of these spaces to thrive.

Through these combined efforts and the development of this adaptation plan, the Rural City of Wangaratta strives to demonstrate climate change leadership in the region.

### Planning Context

This CAP leverages existing plans, policies, and strategies, recognising the efforts already underway locally, regionally, nationally, and internationally, to reduce risks from climate change. The priority actions identified fit within the Municipality's planning context by building on existing emergency risk management strategies.

**Local context**

Council has already taken steps to integrate climate change considerations within their plans, policies and strategies. Relevant key Council documents include:

- **Council Plan 2021–2025**: Describes the strategic objectives, actions to achieve the objectives, indicators for measuring progress, and resources required to implement the four-year plan (addressing climate change impacts via incorporation of strategic priority areas). The Council Plan also includes the Municipal Public Health and Wellbeing Plan with priorities related to climate change adaptation and emergency management.
- **Financial Plan 2021–2031**: Through this plan, Council commits to building climate-resilient infrastructure, consider future costs to adapting to climate change, and developing a detailed plan of actions that council can take to respond to climate change.
- **Budget 2024–2025**: Key initiatives in relation to climate change mitigation and adaptation activities within the budget include development and implementation of the climate adaptation plan and delivery of the environmental sustainability strategy actions.
- **Climate Adaptation and Mitigation Policy 2022–2025**: Taking a precautionary planning approach, this policy ensures Council’s climate change actions reflect Council’s operational and financial capacity and community expectations. Council is expected to provide support systems for emergency preparedness, response, and recovery activities following natural disasters.
- **Environmental Sustainability Strategy 2021-2026**: A plan for a healthy, resilient, and sustainable future across the Municipality, this strategy identifies multiple actions under priority areas to plan for and proactively mitigate against climate change impacts.
- **Asset Plan 2022-2032**: The plan identifies numerous climate change adaptation challenges and opportunities when managing Council’s asset portfolio e.g., infrastructure upgrades to meet vulnerable infrastructure requirements to mitigate potential risks.
- **Wangaratta Planning Scheme**: The scheme is used to assess planning permit applications.

**State context**

This CAP aligns with the climate resilience objectives for 2050 outlined in the Victorian Government’s Climate Change Strategy.

Other relevant Victorian state legislation includes:

- Climate Change Act 2017
- Environment Protection Act 2017
- Flora and Fauna Guarantee Act 1998
- Planning and Environment Act 1987
- Public Health and Wellbeing Act 2008
- Local Government Act 2020

**National and international context**

Climate change adaptation is enabled by efforts at the national and international levels. For example:

*National:*

- Climate Change Act 2022
- Environmental Protection and Biodiversity Conservation Act 1999
- National Climate Resilience and Adaptation Strategy

*International:*

- Paris Agreement 2015
- Sustainable Development Goals





















































































































































