



Rural City of
Wangaratta

Agenda

For the Scheduled Council Meeting
Council Chambers, Municipal Offices
62-68 Ovens Street, Wangaratta
6:00 PM 25 November 2025

Contents

1.	Acknowledgement to Country.....	5
2.	Opening Prayer	5
3.	Present	5
4.	Absent.....	5
5.	Acceptance of Apologies & Granting of Leave of Absence	5
	Order of Business	6
6.	Citizen Ceremony.....	6
7.	Confirmation of Minutes	6
8.	Conflict of Interest Disclosure	6
9.	Reception of Petitions	7
9.1	Petition for Free Parking in the Wangaratta CBD	7
10.	Hearing of Deputations.....	8
	Presentation of Reports	8
11.	Councillor Reports.....	8
	Officers' Reports	8
12.	Executive Services.....	8
13.	Corporate and Leisure.....	9
13.1	Determination of the Term of Mayor	9
13.2	Election of the Mayor.....	12
13.3	Establishment of the Office of Deputy Mayor.....	15
13.4	Election of the Deputy Mayor	18
13.5	Appointment of two Councillors to the Audit and Risk Committees.....	21
13.6	Councillor Appointments to existing portfolios and committees	23
13.7	2025/2026 Quarter 1 Forecast Review	26
13.8	CEO Employment and Remuneration Policy 2025	32
14.	Community and Infrastructure	35
14.1	Trade Panel.....	35
14.2	Aged Care Whistleblower Policy	39
15.	Sustainability and Culture.....	42

15.1	Domestic Animal Management Plan 2025 - 2029.....	42
15.2	Planning Application No. 25/101 - 1-3 Phillipson Street, Wangaratta (Use of the land for a restaurant)	46
16.	Special Committee Reports.....	50
17.	Advisory Committee Reports.....	50
18.	Minutes of Advisory Committee Meetings.....	50
19.	Notices of Motion	50
20.	Urgent Business.....	50
21.	Public Question Time	51
22.	Confidential Business.....	52
22.1	Wangaratta Performing Arts & Convention Centre (WPACC) - Cafe & Catering Services Agreement.....	52
22.2	Consideration of Event Plans	52
22.3	Employment Matter	52
23.	Closure of Meeting	52
	Attachments.....	52
13.6	Councillor Appointments to existing portfolios and committees	
	Attachment 1 Councillor appointments to Portfolios and Committees	53
13.7	2025/2026 Quarter 1 Forecast Review	
	Attachment 1 2025/26 Q1 Finance Report.....	60
13.8	CEO Employment and Remuneration Policy 2025	
	Attachment 1 CEO Employment & Remuneration Policy 2025	64
	Attachment 2 CEO Employment & Remuneration Policy 2022	72
14.2	Aged Care Whistleblower Policy	
	Attachment 1 Whistleblower Policy for Aged Care	78
15.1	Domestic Animal Management Plan 2025 - 2029	
	Attachment 1 Domestic Animal Management Plan 2025-2029 (with changes).....	83
	Attachment 2 DAMP 2025-2029 Summary of submissions and responses	120
	Attachment 3 Changes to draft DAMP 2025-2029	121
15.2	Planning Application No. 25/101 - 1-3 Phillipson Street, Wangaratta (Use of the land for a restaurant)	
	Attachment 1 Officers Assessment Report	122
	Attachment 2 Application material.....	134

Rural City of Wangaratta Live Stream

Clause 25 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 28 October 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

9.1 Petition for Free Parking in the Wangaratta CBD

Meeting Type: Scheduled Council Meeting
Date of Meeting: 25 November 2025
Author: 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

A petition containing 2212 signatures has been received (**Attachment 1**). It is requesting that Council reassesses the parking within the Wangaratta CBD and revert to a free, timed parking arrangement.

The petition was accompanied by a separate letter from the lead petitioner asking for the current App only system for paid parking to be supplemented by physical infrastructure such as parking meters (**Attachment 2**).

The petition will be considered as required by Council's Governance rules while the letter will be responded to separately.

Recommendation:

1. That the petition regarding Parking in the Wangaratta Central Business District be received.
2. That the petition be referred to the Chief Executive Officer for a report about the request within the petition be considered at a future Scheduled Council meeting.

Conclusion

Clause 14 of the Rural City of Wangaratta Governance Rules, provides that a petition presented to the Council, may be dealt by referring it to the Chief Executive Officer for a report to a future Council meeting.

Attachments

- 1 Petition - Confidential
- 2 Letter - Confidential

10. Hearing of Deputations

Presentation of Reports

11. Councillor Reports

Nil

Officers' Reports

12. Executive Services

Nil

13. Corporate and Leisure

13.1 Determination of the Term of Mayor

Meeting Type:	Scheduled Council Meeting
Date of Meeting:	25 November 2025
Category:	Operational
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 determine the term of the mayor. Before the election of the Mayor, the *Local Government Act 2020* (Act) requires that the Council must determine by resolution whether the Mayor is to be elected for a 1-year or a 2-year term.

Consequently, this report is presented to Council for determination of the term of the Mayor.

Recommendation:

That Council:

1. Determine that the councillor who is next elected Mayor of the Wangaratta Rural City Council is elected for a ____ year term.

Background

Section 26 of the Act requires that Council must determine whether the Mayor is to be elected for a 1-year or a 2-year term before the Mayor is elected.

It is appropriate that councillors consider the role of the Mayor set out in the Act in deciding the term of the Mayor.

Implications

Policy Considerations

There are no specific Council policies or strategies that relate to this report.

Financial/Economic Implications

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

Legal/Statutory

Section 26(3) of the Act requires that before the election of the Mayor, a Council must determine by resolution whether the Mayor is to be elected for a 1-year or a 2-year term.

Section 18 of the Act sets out the role of the Mayor as follows:

- chair Council meetings
- be the principal spokesperson for the Council
- lead engagement with the municipal community on the development of the Council Plan
- report to the municipal community, at least once each year, on the implementation of the Council Plan
- promote behaviour among councillors that meets the standards of conduct set out in the Councillor Code of Conduct
- assist Councillors to understand their role
- take a leadership role in ensuring the regular review of the performance of the Chief Executive Officer
- provide advice to the Chief Executive Officer when the Chief Executive Officer is setting the agenda for Council meetings
- perform civic and ceremonial duties on behalf of the Council

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

This item is a legislative requirement under the Local Government Act 2020.

Risk Management

Risk Management Framework

Risks	Likelihood	Consequence	Rating	Mitigation Action
Failure to formally resolve the term of a mayor resulting in a breach of the Act	Rare	Minor	3- Low	Ensuring a council report is included in each applicable agenda.

Consultation/Communication

Level of public participation	Promises to the public/stakeholders	Tools/Techniques
Inform	Outcomes of this report will be communicated to the public.	Published in meeting minutes on Council's website. Council media channels.

Options for Consideration

There are no options for consideration as the Act requires that a determination of the term of the Mayor is made before a Mayor can be legally elected.

Conclusion

The Council must determine the term of the Mayor in order to be able to subsequently legally elect a Mayor.

Attachments

Nil.

13.2 Election of the Mayor

Meeting Type:	Scheduled Council Meeting
Date of Meeting:	25 November 2025
Category:	Operational
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 provide for the election of the Mayor. Under section 26 of the *Local Government Act 2020* (Vic), Councillors must elect a councillor to be the Mayor of the Council and this election must be undertaken in accordance with the process prescribed in Council's Governance Rules 2022, namely (at clause 26.3) that:

- The Chief Executive Officer presides over the process of electing the Mayor and invites nominations, which are made verbally and do not require seconding. Each nominee must be asked to confirm acceptance of their nomination.
- To be elected Mayor, a councillor must receive votes from an absolute majority of councillors of the Council unless there is only one candidate, in which case the meeting must declare that councillor to be duly elected as Mayor.
- Voting is by a show of hands. Councillors attending the meeting virtually must also indicate their vote by a show of hands. This vote, and the method of obtaining this vote, must be recorded in the minutes;
- If no councillor receives an absolute majority of votes, the councillor with the fewest votes will be defeated and another vote taken. In the event that no absolute majority arises, this process must continue until an absolute majority is obtained.
- At the end of the voting process, the Chief Executive Officer will declare the result and the Mayor will become chair of the meeting.
- The Mayor may make a commencement speech to outline the priorities for the year ahead based on the adopted Council Plan.

Recommendation:

That Council:

1. Elects ____ as Mayor in accordance with section 26 of the *Local Government Act 2020* (Vic) and the Wangaratta Rural City Council Governance Rules.

Background

At a Council meeting that is open to the public, the councillors must elect a councillor to be the Mayor of the Council.

The election of the Mayor must be chaired by the Chief Executive Officer and conducted in accordance with the Act and Council's Governance Rules.

The role of Mayor

Section 18(1) of the Act sets out the responsibilities of the Mayor, which are to:

- (a) chair Council meetings; and
- (b) be the principal spokesperson for the Council; and
- (c) lead engagement with the municipal community on the development of the Council Plan; and
- (d) report to the municipal community, at least once each year, on the implementation of the Council Plan; and
- (e) promote behaviour among councillors that meets the standards of conduct set out in the Councillor Code of Conduct; and
- (f) assist Councillors to understand their role; and
- (g) take a leadership role in ensuring the regular review of the performance of the Chief Executive Officer; and
- (h) provide advice to the Chief Executive Officer when the Chief Executive Officer is setting the agenda for Council meetings; and
- (i) perform civic and ceremonial duties on behalf of the Council.

The Mayor also has specific powers to:

- Appoint a Councillor to be the chair of a delegated committee;
- Subject to any procedures or limitations specified in the Governance Rules, direct a Councillor to leave a Council meeting if the behaviour of the Councillor is preventing the Council from conducting its business; and
- Require the Chief Executive Officer to report to the Council on the implementation of a Council decision.

Implications

Policy Considerations

Clause 26 of the Governance Rules applies to the election of the Mayor.

Financial/Economic Implications

Mayoral and Councillor allowances are met from the existing budget.

Legal/Statutory

Sections 25 and 26 of the Act set out requirements for the election of the Mayor.

Social and Diversity

The Mayor is a symbol of democratic leadership to the community, Council and staff members. Creating stability within the elected council and ensuring effective and respectful communication between Councillors and the CEO are part of the Mayor's role. The election of the Mayor will have a direct impact on the quality of the relationship between the community and the Council, and community trust in local government.

Environmental/Sustainability Impacts

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

Strategic Links

This item is a legislative requirement under the Local Government Act 2020.

Risk Management

The process of electing a Mayor has some low-level procedural risks that are mitigated by Council's adherence to the relevant process set out in Governance Rules and detailed in this report.

Consultation/Communication

Level of public participation	Promises to the public/stakeholders	Tools/Techniques
Inform	Outcomes of this report will be communicated to the public.	Published in meeting minutes on Council's website. Council media channels.

Options for Consideration

There are no options for consideration as the Act requires that the councillors must elect a councillor to be Mayor.

Conclusion

Councillors must elect a councillor to be Mayor to ensure compliance with the *Local Government Act 2020*.

Attachments

Nil.

13.3 Establishment of the Office of Deputy Mayor

Meeting Type:	Scheduled Council Meeting
Date of Meeting:	25 November 2025
Category:	Strategic
Author:	Executive Assistant Corporate & Leisure
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

A Council *may* establish an office of Deputy Mayor by resolution of Council in accordance with the *Local Government Act 2020* ("the Act") and the Wangaratta Rural City Council Governance Rules (Governance Rules).

A Deputy Mayor performs the role of the Mayor and exercises the powers of the Mayor if the Mayor is absent. If no office of Deputy Mayor is established by Council, an Acting Mayor must be appointed at each Council meeting in which the elected Mayor is not in attendance.

This report is presented to Council to enable the establishment of the office of Deputy Mayor.

Recommendation:

That Council:

1. Establishes the office of Deputy Mayor with the term to match that of the Mayor in accordance with Council's Governance Rules.

Background

Under the Act, Council may establish the office of Deputy Mayor at its discretion.

A Deputy Mayor performs the role of the Mayor and exercises the powers of the Mayor if:

- (a) the Mayor is unable for any reason to attend a Council meeting or part of a Council meeting; or
- (b) the Mayor is incapable of performing the duties of the office of Mayor for any reason, including illness; or
- (c) the office of Mayor is vacant.

This applies throughout the term of the Deputy Mayor which, in accordance with the Governance Rules, is a term identical to the term of the Mayor.

If a Deputy Mayor is not appointed, then the Council must, by resolution, appoint an Acting Mayor each time the Mayor is incapable of performing the role of Mayor or each time the office of Mayor is vacant.

It is appropriate that councillors consider the role of the Mayor set out in the Act in deciding to establish the office of Deputy Mayor.

Implications

Policy Considerations

Clause 26.2 of the Governance Rules provides for the term of the Deputy Mayor.

Financial/Economic Implications

The Deputy Mayoral allowance is accounted for in the existing budget.

Legal/Statutory

Sections 20A and 21 of the Act set out the provisions for establishing the office of Deputy Mayor and the role of the Deputy Mayor.

The Deputy Mayor must perform the role of the Mayor and may exercise any of the powers of the Mayor if:

- (a) the Mayor is unable for any reason to attend a Council meeting or part of a Council meeting; or
- (b) the Mayor is incapable of performing the duties of the office of Mayor for any reason, including illness; or
- (c) the office of Mayor is vacant.

Section 18(1) of the Act sets out that the the role of the Mayor is to:

- (a) chair Council meetings; and
- (b) be the principal spokesperson for the Council; and
- (c) lead engagement with the municipal community on the development of the Council Plan; and
- (d) report to the municipal community, at least once each year, on the implementation of the Council Plan; and
- (e) promote behaviour among councillors that meets the standards of conduct set out in the Councillor Code of Conduct; and
- (f) assist Councillors to understand their role; and
- (g) take a leadership role in ensuring the regular review of the performance of the Chief Executive Officer; and
- (h) provide advice to the Chief Executive Officer when the Chief Executive Officer is setting the agenda for Council meetings; and
- (i) perform civic and ceremonial duties on behalf of the Council.

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

This item is a legislative requirement under the Local Government Act 2020.

Risk Management

Establishing an office of Deputy Mayor mitigates risks associated with a sudden absence of the Mayor and provides for an efficient and consistent response to business continuity considerations.

Consultation/Communication

Level of public participation	Promises to the public/stakeholders	Tools/Techniques
Inform	Outcomes of this report will be communicated to the public.	Published in meeting minutes on Council's website. Council media channels.

Options for Consideration

The Council may choose not to establish an office of Deputy Mayor.

If this were the case, the Council must, by resolution, appoint an Acting Mayor each time the Mayor is absent or each time the Mayor is incapable of performing the role of Mayor or each time the office of Mayor is vacant.

Also, at each council meeting that the Mayor is not present, the Council must, by resolution, appoint a councillor who is present at the meeting to chair the meeting.

This option is not recommended as it is a less efficient way of managing the risk of an absence of the Mayor.

Conclusion

The Council should establish the office of Deputy Mayor to mitigate the risks associated with the absence of the Mayor.

Attachments

Nil.

13.4 Election of the Deputy Mayor

Meeting Type:	Scheduled Council Meeting
Date of Meeting:	25 November 2025
Author:	Governance & Reporting Advisor
Presenters:	Director Corporate & 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

If the office of Deputy Mayor is established by Council, the councillors must elect a councillor to be the Deputy Mayor of the Council. This report is presented to Council to provide for the election of the Deputy Mayor.

The election of the Deputy Mayor must be conducted in accordance with the *Local Government Act 2020* ("the Act") and Council's Governance Rules, which include the following requirements:

- The Mayor presides over the process of electing the Deputy Mayor and invites nominations, which are made verbally and do not require seconding. Each nominee must be asked to confirm their nomination.
- To be elected Deputy Mayor, a councillor must receive votes from an absolute majority of councillors of the Council unless there is only one candidate, in which case the meeting must declare that councillor to be duly elected as Deputy Mayor.
- Voting is by a show of hands or, if required, by an electronic method that enables those observing, including those in attendance and those watching a livestream broadcast, to see who a councillor has voted for at the time the vote is taken.
- If no councillor receives an absolute majority of votes, the councillor with the fewest votes will be defeated and another vote taken.
- If an absolute majority of the councillors cannot be obtained at the meeting, the Council may resolve to conduct a new election at a later specified time and date.
- At the end of the voting process, the Mayor will declare the result.

If the Council has established an office of Deputy Mayor, Council should elect a Deputy Mayor in accordance with the requirements of the *Local Government Act 2020* (Vic) and Council's Governance Rules.

Recommendation:

That Council:

1. Elects ____ as Deputy Mayor for the same term as the Mayor in accordance with the requirements of the *Local Government Act 2020* and the Wangaratta Rural City Council Governance Rules.

Background

If the office of Deputy Mayor is established by Council, the councillors must elect a councillor to be the Deputy Mayor of the Council.

The election of the Deputy Mayor must be conducted in accordance with the Act and the Governance Rules.

Role of Deputy Mayor

The Deputy Mayor must perform the role of the Mayor and may exercise any of the powers of the Mayor if:

- a. the Mayor is unable for any reason to attend a Council meeting or part of a Council meeting;
or,
- b. the Mayor is incapable of performing the duties of the office for any reason, including illness;
or,
- c. the office of the Mayor is vacant.

Implications

Policy Considerations

Clause 26.2 of the Governance Rules provide for the election of the Deputy Mayor.

Financial/Economic Implications

The Deputy Mayor allowance is met from the existing budget.

Legal/Statutory

Section 27 of the Act sets out requirements for the election of the Deputy Mayor.

Social

The Mayor is a symbol of democratic leadership to the community, Council and staff members. The Deputy Mayor will act in the role of the Mayor as required, therefore the election of Deputy Mayor has the potential for a similar impact.

Environmental/Sustainability Impacts

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

Strategic Links

This item is a legislative requirement under the Local Government Act 2020.

Risk Management

If the office of Deputy Mayor is established by Council, then the legal requirements of the Act and Governance Rules must be followed.

Consultation/Communication

Level of public participation	Promises to the public/stakeholders	Tools/Techniques
Inform	Outcomes of this report will be communicated to the public.	Published in meeting minutes on Council's website. Council media channels.

Options for Consideration

If the office of Deputy Mayor is established by Council, there are no options for consideration as the requirements of the Act and Governance Rules must be followed.

Conclusion

If the office of Deputy Mayor is established by Council, councillors must elect a councillor to be Deputy Mayor according to the processes set out in the Act.

Attachments

Nil

13.5 Appointment of two Councillors to the Audit and Risk Committees

Meeting Type:	Scheduled Council Meeting
Date of Meeting:	25 November 2025
Category:	Strategic
Author:	Executive Assistant Corporate & Leisure
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

Section 53 of the *Local Government Act 2020* ('the Act') requires that an Audit and Risk Committee ('Committee') established by Council must include members who are councillors of the Council and a majority of members who are not councillors of the Council. Council is required under the Act to have an Audit and Risk Committee.

Council has established an Audit and Risk Committee in accordance with the Act and has in effect an Audit and Risk Committee Charter ('Charter') that governs the operation of the Committee.

The Charter requires that the Committee includes two councillor members, appointed by the Council to serve a one-year term. Cr. Irene Grant and Cr. Harvey Benton are the most recent councillor members on the Committee, with their respective terms ending 19 November 2025.

There is nothing in the Charter or the Act precluding councillors from being re-appointed to the Committee for a further term.

Recommendation:

That Council, in accordance with the Audit & Risk Committee Charter, appoints the following councillors to be members of the Audit & Risk Committee for a one-year term:

1. Cr _____
2. Cr _____

Background

The Charter developed and approved for the Committee by Council requires that:

- the committee must include two members who are councillors; and
- members who are councillors are appointed for a one-year term.

Cr Irene Grant and Cr Harvey Benton were appointed to the Audit and Risk Committee on 19 November 2024.

Implications

Policy Considerations

Clauses 3.1 and 5.1 of the charter apply to the appointment of councillor members of the committee. Council's Governance Rules provide that conflicts of interest disclosures of Audit and Risk Committee members must follow the steps outlined in the Governance Rules.

Financial/Economic Implications

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

Legal/Statutory

Section 53 of the Act applies to the appointment of councillor members of the committee.

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

This item is a legislative requirement under the Local Government Act 2020.

Risk Management

It is a legal requirement of the *Local Government Act 2020* (Vic) that the Council appoint councillor members to the committee.

Consultation/Communication

Councillors have been briefed on the requirements of the Audit and Risk Committee and sufficient consultation has been undertaken.

Options for Consideration

There are no other options for consideration.

Conclusion

Council must appoint two councillor members to the committee for a one-year term to meet its obligations under the Act and in accordance with the Audit & Risk Committee Charter.

Attachments

Nil.

13.6 Councillor Appointments to existing portfolios and committees

Meeting Type:	Scheduled Council Meeting
Date of Meeting:	25 November 2025
Category:	Strategic
Author:	Governance Manager
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 determine the representation of Councillors across applicable portfolio, committees and other bodies.

Recommendation:

That Council:

1. Appoints councillors to portfolios, committees and other bodies, as set out in the attachment to this report.

Background

Council nominates or appoints councillors to council portfolios, council committees and other committees and bodies. A councillor becomes a de facto member of the relevant Community Reference Group or Advisory Committees by virtue of their appointment to a portfolio. Participation in these activities is an essential part of a councillor's representative role and each Reference Group or Advisory Committee is governed by their respective Charters/Terms. Note, there are no Community Reference groups currently active.

In allocating portfolio and committee representative roles to councillors, consideration is given to councillors' areas of interest and priorities along with a fair and reasonable sharing of workload and time demands.

Councillors were previously appointed by Council to these portfolios on 10 December 2024. The Community Engagement portfolio has been removed following a large body of work being completed in this area including development of the Community Engagement Toolkit and completion of community engagement on major deliverables for this council term, including the 2045 Community Vision and Council Plan 2025-29.

Councillor portfolio holders, in addition to the responsibilities held as a councillor under the Local Government Act 2020 (Act), will aim to:

- keep up to date with council proposals, issues and activities relevant to the portfolio
- be a key point of contact and engagement with stakeholders relevant to the portfolio

- report to the councillor group on portfolio issues to ensure all councillors have all the information necessary to make informed council decisions
- promote council's priorities and decisions relevant to the portfolio.

Councillors are now requested to review their allocated portfolios and indicate their appetite for joining another portfolio, or their desire to vacate membership of a current portfolio.

Implications

Policy Considerations

There are no policy considerations identified for the subject of this report.

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.

Social and Diversity

Allocating Councillors to portfolios provides community members with a clear point of contact to channel any feedback or matters through for the consideration of Council. It also provides Councillors the opportunity to develop a deeper knowledge of the subject matter areas within their portfolio(s).

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

This item is a legislative requirement under the Local Government Act 2020.

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Failure to have councillors on portfolios	2 – Unlikely	Moderate	5 - Moderate	Having a Council meeting agenda item once per Council term to identify current Councillor portfolio appetite.

Consultation/Communication

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

Options for Consideration

Councillors can elect to retain their current portfolio membership, withdraw from an existing portfolio or elect to join another portfolio.

Conclusion

Council is requested to formally review their current councillor portfolio composition.

Attachments

- 1 Councillor appointments to Portfolios and Committees [↓](#) 

13.7 2025/2026 Quarter 1 Forecast Review

Meeting Type:	Scheduled Council Meeting
Date of Meeting:	25 November 2025
Category:	Strategic
Author:	Management Reporting Coordinator
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 provide an update of Council's financial performance and anticipated full year financial position based on developments over the first Quarter of 2025/26.

Recommendation:

That Council approves the 2025/2026 Quarter 1 Forecast Review, including:

1. The decrease in the projected full year accounting surplus of \$10.37m to \$3.74m
2. The decrease in capital works expenditure by \$3.28m to \$22.66m.
3. The Environmental Upgrade Agreement quarterly statement.

Background

Council has completed its first quarter financial reporting process to manage and monitor its financial performance against the 2025/26 Budget (including carry over projects).

The Quarter 1 Forecast Review shows an expected \$10.37 million decrease in Council's accounting surplus, driven mainly by a \$9.34 million drop in projected income and a \$1.03 million rise in expenditure.

Key income reductions include operating grants (\$4.99 million) due largely to the early receipt of the Financial Assistance Grant (paid to council early and recognised within the 2024/25 year); unsuccessful capital grant applications for bridge renewals (\$2.76 million); and the timing of capitalisation of subdivision contributions (\$1.81 million). User fees also declined for Family Day Care and Aged Care, while Wangaratta Sport & Aquatics Centre saw increased revenue. Expenditure pressures stem from higher than budgeted employee costs and approved materials and services variations. The underlying operating result fell by \$6.06 million, largely from timing changes in the federal grant receipt.

Council's 2025/26 Capital Works expenditure has decreased from \$25.93m to \$22.66m, a net decrease of \$3.28m. This is due to removal of certain budgeted bridge renewals following unsuccessful funding applications and a reduction in discretionary capital spending to support Council's financial sustainability.

Implications

Quarter 1 Forecast Review

Rural City of Wangaratta	FY25/26 Adopted Budget	FY25/26 Adopted Budget (inc carry overs)	FY25/26 Projected Full Year Forecast as at September	Projected Full Year to Adopted Budget Variance
30th September 2025	\$'000	\$'000	\$'000	\$'000
Income	99,702	101,105	91,769	(9,336)
Expenses	86,260	86,996	88,027	(1,030)
Accounting Surplus/Deficit	13,442	14,109	3,742	(10,366)
<i>Add/(Less) Non-Operating</i>	15,960	17,237	12,928	4,309
<i>Adjusted Underlying Result</i>	(2,518)	(3,128)	(9,186)	(6,058)
Capital Works Expenditure	23,633	25,931	22,656	3,275
Net Fav/(Unfav) Q1 Variance				(2,782)

Accounting Surplus – Unfavourable Decrease:

Council's Quarter 1 Forecast Report indicates an expected overall decrease to the accounting surplus of \$10.37m. Total projected income has decreased by \$9.34m to \$91.77m. This unfavourable decrease is largely due to:

- Grants Operating (\$4.99m) unfavourable movement due to:
 - Financial Assistance Grant (\$4.96m) – was received in advance in June 2025 and recognised in the 2024/25 financial year after the 2025/26 Budget had been developed. Overall, timing change only with no cashflow impact.
 - Family Day Care funding (\$118k) – due to the services of a Family Day Care contractor who is being used, which has resulted in lower grant funding.
 - Wangaratta Showgrounds Closed Landfill Site \$59k – positive variance due to grant received for monitoring activities.

- Grants Capital (\$2.5m) net unfavourable movement outlined below:

Unfavourable movements include:

- Bridge renewals (\$2.76m) – Budgeted grant applications were unsuccessful. Corresponding capital investment also removed.
- WSAC Power efficiency implementation (\$431k) – Anticipated that only the detailed design will occur in 2025/26 therefore funding will also be deferred.
- Redcamps Bridge (\$11k) – Savings on project therefore funding was reduced.

- Favourable movements that offset the large unfavourable variances include:
 - Murray to Mountains Trail Enhancements \$306k – anticipated claims to be submitted to Tourism Northeast.
 - Targoora Park Lighting Upgrade \$200k – New project with \$120k Council Contribution.
 - Dog Park Upgrade at Mitchell Ave Reserve \$100k – Grant funding awarded for a new project
 - Annual Street Lighting Program \$50k – Addition grant funding being received
 - Apex Park - Changing Places \$25k – Due to rollover of deferred income from 2024/25
 - Design & Construction of Rowan Street Overpass Shared Path \$20k – reflecting anticipated claims to be submitted to ARTC (Offset by increase in expenditure).
- Contributions Non-Monetary (\$1.81m) unfavourable movement due to:
 - Decrease in forecast subdivision contributions (\$1.81m) – When this year's Budget was set, there were subdivisions yet to be capitalised of \$3.5m. However, in agreement with Council's auditors \$1.9m was then recognised in 2024/25 to reflect the income in the correct financial year. As a result, and after review, only \$1.69m is expected to be remaining to be capitalised in 2025/26.
- User Fees (\$93k) unfavourable movement due to:
 - Family Day Care (\$21k) – due to the services of a Family Day Care contractor who is being used, which has resulted in lower user fees.
 - Aged Care (\$248k) – Comprehensive assessments has not fully started due to staff training shortfalls in this service.
- This has been partially offset by:
 - Wangaratta Sport & Aquatics Centre \$154k – increased income from memberships and Learn to Swim program.
- Statutory Fees and Fines (\$59k) favourable movement due to:
 - EPA Restorative Project \$45k – payment made to council to take environmental restoration works to address an EPA breach by a local business – revenue offset by corresponding materials and services.

Total expenditure has a net forecast increase of \$1.03m to \$88.03m. This unfavourable movement is due to:

- Employee Benefits (\$354k) – unfavourable movement due to:
 - Unbudgeted staff allowances and a Work Cover premium increase.
- Materials and Services (\$688k) – unfavourable movement due to:
 - (\$682k) is attributable to approved budget variations. More detail is available in the attachment.

Refer to the Income Statement in the attached Quarter 1 Forecast Review document for further commentary on the changes to council's 2025/26 projected position. Officers will be working to reduce the projected unfavourable variances over the remainder of the financial year.

Council's adjusted underlying operating result is calculated by taking the accounting surplus and removing items that do not fund Council operations, such as deducting income relating to assets, including capital grants, capital contributions, and gifted assets. This demonstrates Council's true operating position.

Council's projected underlying operating result has decreased by \$6.06m, most significantly due to the early timing of receipt of the federal Financial Assistance Grant (\$4.96m).

Capital Works

Expenditure of \$2.73m towards Council's capital works program had been spent as at 30th September 2025, with a further \$6.12m of works committed. The full year expenditure forecast has reduced by \$3.28m from the Adopted Budget (including carry overs) primarily due to the removal of \$2.71m budgeted bridge renewals following unsuccessful funding applications. In response to the unfavourable operating results for 2024/25, Council is also reducing discretionary capital spending as part of its financial sustainability actions including:

- Removal of the footpath renewal program - \$150k
- Reduction of the annual Re-seal program - \$100k
- Workshop Pit upgrade deferred to the 2026/27 program - \$377k
- Bridge Renewal savings identified - \$70k
- Reduction of Detailed Design Wangaratta Waste Transfer Station - \$50k
- Reduction of New Depot Entry and Electric Gate/Comms - \$20k
- Sandbag filling machine savings identified - \$20k savings
- Reduction of Urban drainage renewals - \$96k

Additional Capital Works to be included in the forecast are as follows:

- Targoora Lighting Upgrade - \$320k (\$200k new funding) *
- Dog Park Upgrade at Mitchell Ave Reserve - \$100k (fully funded) *
- Showgrounds Grandstand Refurbishment - \$100k
- Street Lighting increase - \$74k (\$50k additional funding)
- Murray to Mountains Trail Enhancements - \$178k (offset by claims to Tourism North East)
- SGA Drainage Basin Construction - Precinct 4 - \$311k has been carried forward to enable completion of remaining works

*Already approved

Balance Sheet

Council's working capital is in a strong position at 230% due largely to Capital Works delays and carried over projects that are expected to be spent later this year.

Current year Rates outstanding is sitting at 85% compared to 82% same time last year. The rates receivable balance as at 30th September 2025 was \$36.82m, to be paid over the course of the financial year. Council will also take further action to collect unpaid rates. Very limited contact has been made by ratepayers seeking financial hardship assistance. This support continues to be available for those who need it.

Environmental Upgrade Agreements – Quarterly Statement

Environmental Upgrade Agreements provide funding for sustainability or climate adaptation building upgrades. Under these loans, a lender provides finance to the property owner for the upgrade and repayment of the loan is administered through Council rates. Section 181G of the Local Government

Act 1989 requires the Council prepare a quarterly statement in respect of Environmental Upgrade Agreements.

There are two active Environmental Upgrade Agreements in operation with a total value of \$57,048.33. Charges due this year total \$4,360.68. the first instalment for this financial year of \$1,090.17 falls due end of November 2025.

Legal/Statutory

In accordance with section 94 of the Local Government Act 2020 (the Act), Council must prepare a budget for each financial year. Additionally, section 101 of the Act requires Council to apply principles of sound Financial Management. Section 97 of the Act requires the Chief Executive Officer, at least every three months, to prepare a statement comparing the budgeted financial performance with the actual performance to date and present this report to Council.

Section 181G of the Local Government Act 1989 requires the Council prepare a quarterly statement in respect of Environmental Upgrade Agreements.

Social

Social benefits of the delivery of Council services and projects are outlined in the 2025/26 Budget and in the Council Plan 2025-29.

Environmental/Sustainability Impacts

Council budgets for and delivers several projects that support its Environmental Sustainability Strategy. Refer to the Council Plan 2025-29 for further details.

Strategic Links

This item is a legislative requirement under the Local Government Act 2020.

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Poor performance against budget	M	M	M	Regular monitoring and reporting of the budget position. Actions taken to minimise unfavourable variances.

Consultation/Communication

Consultation has been undertaken with Council Managers and the Corporate Management Team. Officers believe that appropriate consultation has occurred, and the matter is now ready for Council consideration.

Options for Consideration

1. That Council endorses the Quarter 1 Forecast Review report – recommended.
2. That Council advises of any changes to the Adopted Budget and proposes an alternative recommendation for changes to the 2025/26 Budget.
3. That Council endorses the Environmental Upgrade Agreement quarterly statement.

Conclusion

This report compares actual performance with Council's 2025/26 Budget including carryovers, adopted by Council on 26 August 2025. Council's Quarter 1 Forecast Review continues to be based on the best estimates of the organisation as to its financial outlook.

Attachments

- 1 2025/26 Q1 Finance Report [↓](#) 

13.8 CEO Employment and Remuneration Policy 2025

Meeting Type:	Scheduled Council Meeting
Date of Meeting:	25 November 2025
Category:	Strategic
Author:	Manager People and Culture
Approver:	Director Corporate and Leisure

The following Council officers have declared a material conflict of interest in the provision of advice and preparation of this report as the report relates to the potential gain or loss by their employer, the CEO, who is the affected person:

- Sarah Brindley – Director Corporate & Leisure
- Tom Coelli-Donaghy – Manager People & Culture

Executive Summary

This report is being presented to Council to seek formal approval and adoption of the CEO Employment and Remuneration Policy 2025. The policy is due for renewal in accordance with its expiry date and legislative requirements.

Recommendation:

That Council:

1. Approves the Chief Executive Officer Employment and Remuneration Policy 2025 (Attachment 1) attached to this report.

Background

Section 45 of the *Local Government Act 2020* (the Act) requires all councils to develop, adopt and keep in force a Chief Executive Officer Employment and Remuneration Policy (*the 'Policy'*).

The existing policy (Attachment 2) is due for renewal as per its expiry date of November 2025. The main updates proposed to the Policy are to ensure it remains clear and current, including:

- Increased information on the process and timeframes to be followed for contract renewal, or recruitment and appointment, of a CEO.
- That CEO remuneration will be considered annually.
- Assistance available to Councillors for the annual CEO review cycle.
- Requirements to maintain integrity and confidentiality of the process.

Implications

Policy Considerations

There are no specific Council policies or strategies that relate to this report.

Financial/Economic Implications

There are no financial or economic implications identified for the subject of this report. CEO remuneration is included within the adopted Annual Budget.

Legal/Statutory

Section 45 of the Local Government Act 2020 states: A Council must develop, adopt and keep in force a Chief Executive Officer Employment and Remuneration Policy.

This Section also requires that the policy must:

- provide for the Council to obtain independent professional advice in relation to the matters dealt with in the Chief Executive Officer Employment and Remuneration Policy
- provide for the recruitment and appointment process
- identify provisions that must be included in the contract of employment
- provide for performance monitoring
- provide for an annual review
- include any other matters prescribed by the regulations

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

This item is a legislative requirement under the Local Government Act 2020.

Risk Management

This item has the following main risks:

Risks	Likelihood	Consequence	Rating	Mitigation Action
Non-compliance with legislation	3- Possible	3- Moderate	Medium	Renewing policy in line with expiry date and legislative requirements.
Lack of governance and transparency relating to CEO employment and remuneration	3- Possible	4- High	High	Policy is updated and used to govern these processes.
Risk of disputes and litigation	3- Possible	3- Moderate	Medium	Ensure all employment contracts and

				performance reviews are compliant with the policy.
--	--	--	--	--

Consultation/Communication

Level of public participation	Promises to the public/stakeholders	Tools/Techniques
Inform	Provide awareness of policy through Council Meeting report.	Council meeting, recording of Council meeting minutes.

The policy is mandated by the Local Government Act, which sets out the provisions required to govern Council's internal CEO employment and remuneration decisions. Consequently, community consultation is not required. Officers believe that appropriate internal consultation has occurred and the matter is now ready for Council consideration.

Options for Consideration

1. Council adopts the policy as recommended. The policy reflects current proven custom and practice and meets the requirements of the Act. (recommended)
2. Council adopts the policy with further amendments. (not recommended without legal review)

Conclusion

The adoption and approval of the CEO Employment and Remuneration Policy 2025 is essential for ensuring the council's ongoing compliance with legislative requirements, maintaining robust and transparent governance standards, and supporting effective leadership.

Attachments

- 1 CEO Employment & Remuneration Policy 2025 [↓](#) 
- 2 CEO Employment & Remuneration Policy 2022 [↓](#) 

14. Community and Infrastructure

14.1 Trade Panel

Meeting Type:	Scheduled Council Meeting
Date of Meeting:	25 November 2025
Category:	Strategic
Author:	Manager Infrastructure Planning and Delivery
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 Award Contract - 18791 Trade services panel.

The Rural City of Wangaratta is seeking reliable, suitably experienced, competitively priced Panel of competent, qualified and/or certified tradesperson(s) to provide prompt and efficient maintenance or minor capital works for Council assets including buildings, operations, or other property as required.

Recommendation:

That Council:

1. Awards Contract 18791 – Trade services panel to the businesses named in the confidential attachment.

Background

Council's existing Panel for Trades Services has expired. Council's Procurement Policy sets out the process for appointing a Panel Supplier following a public tender process. Panel suppliers will be required to enter a contract with Council and must supply a schedule of rates as part of that contract. No minimum quantity of sales or turnover is guaranteed to a Panel Supplier.

The contract will be for a period of three (3) years. This contract will be extended to the end of any project which is not completed by the expiration date of this contract. Quotations for works delivered under the panel agreement will be evaluated in accordance with Council's procurement guidelines and framework. Council on occasion will seek multiple quotations from panel members to ensure Council is receiving value for money.

Implications

Policy Considerations

Council's procurement policy 2022-2025 outlines the approved methods and processes for procurement.

Financial/Economic Implications

This contract award will secure quality local trades at fix rates for the next three years. The number of suppliers and range of trades will secure value for money for Council's maintenance and Capital works. Contracts will be undertaken and managed within Council's existing maintenance budgets.

Legal/Statutory

There are no legal/statutory implications identified for the subject of 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

Council Plan 2025 – 2029

This report supports the 2021-2025 Council Plan through the following strategic theme:

4. Infrastructure and Place

We are developing places that connect people, businesses, and neighbourhoods. Our focus is on maintaining and improving what we already have, while delivering new infrastructure to meet community needs.

4.3 Ensure Assets are financially sustainable and fit for purpose.

4.3.1 Explore additional efficiencies in the maintenance and repair of Council Infrastructure and assets.

Rural City of Wangaratta 2045 Community Vision

This report supports the 2045 Community Vision through the following theme:

Infrastructure and Place

We are developing places that connect people, businesses, and neighbourhoods. Our focus is on maintaining and improving what we already have, while delivering new infrastructure to meet community needs.

Other strategic links

Asset Plans
10-Year Financial Plan

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Inability to provide Council with value for money	Possible (3)	Moderate (3)	Medium (9)	Council may seek multiple quotes from the panel to ensure value for money
Availability of quality services	Unlikely (2)	Moderate (3)	Medium (6)	Multiple contractor on the panel for each service. Contractor have Quality management plans. Council evaluates all submissions to ensure quality of service
Incident / Risk Management	Unlikely (2)	Major (4)	Medium (6)	All contractor must be insured. All contractors have OH&S management plan / process.

Consultation/Communication

This was a public Tender process. This tender was advertised on eProcure and was also advertised on social media, our local radio stations and with in the Wangaratta Chronicle in accordance with the procurement policy. Council provided two information sessions for trades to attend.

Options for Consideration

1. Awards Contract for 18791 – Trade services panel to the suppliers outlined in the evaluation report.
2. Not award and re-tender the panel

Conclusion

Following a comprehensive evaluation of tenders against the pre-determined evaluation criteria and weightings it is recommended that Council awards Contract 18791 – Trade services panel is recommended to be awarded in accordance with the attached evaluation report.

Attachments

- 1 T17159 - Trade Services Panel Evaluation Report - Confidential

14.2 Aged Care Whistleblower Policy

Meeting Type:	Scheduled Council Meeting
Date of Meeting:	25 November 2025
Category:	Strategic
Author:	Packaged Care Team Leader
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 adopt the Aged Care Whistleblower Policy. This policy is required due to the recent changes imposed by the Aged Care Reforms.

Recommendation:

That Council:

1. Adopts the Aged Care Whistleblower Policy

Background

The Aged Care Act 2024 has now commenced, introducing significant reforms to create a rights-based, person-centred aged care system that prioritises safety, transparency, and accountability.

As part of these reforms, the Support at Home program began on 1 November 2025, requiring councils that deliver aged care services to meet new compliance standards.

One key requirement is the implementation of a Whistleblower Policy. This policy is essential to:

- Protect participants by providing a safe mechanism to report misconduct or concerns.
- Promote transparency and integrity within aged care services.
- Ensure compliance with legislative obligations under the Aged Care Act 2024.

Failure to comply may expose councils to legal, financial, and reputational risks, undermining community trust and service quality.

Implications

Policy Considerations

Aged Care Act 2024 and Aged Care Rules 2025

Financial/Economic Implications

There are no financial implications of this report, any works will be completed in-house.

Legal/Statutory

Aged Care Act 2024

Social and Diversity

Strengthened rights for older Australians, including choice, dignity, and safety. Enhanced trust in council services through transparent complaint and disclosure mechanisms.

Environmental/Sustainability Impacts

There are no environmental implications of this report.

Strategic Links**Community Vision 2045**

The content of this report supports delivery of the new Community Vision:

The Rural City of Wangaratta is a place for everyone.

We are a welcoming, connected, and caring community.

We value our urban and rural communities, ensuring shared opportunity and quality of life.

Our natural environment supports our wellbeing and forms a strong part of our cultural identity.

Our strength is our resilience and active participation in shaping a future for everyone to thrive.

Council Plan 2025 – 2029

This report supports the 2025-2029 Council Plan through the following objectives and actions:

1. Community Wellbeing

- Provide access to services and programs that enable people to live healthy, active, and insured lives
- Ensure services and spaces are safe, accessible, inclusive and welcoming in our community

Risk Management

Without this policy Council will be in breach of its duties under the Aged Care Act.

Consultation/Communication

This policy is adopted by Council without community consultation as the policy relates directly to a Council run service.

Options for Consideration

1. Adopt the policy as presented.
2. Request changes to the policy and adopt at a future Council meeting.
3. Request the policy be put on hold.

Conclusion

In light of the legislative requirements under the Aged Care Act 2024 and the commencement of the Support at Home program, adopting the Whistleblower Policy is essential to ensure Council's compliance and uphold the principles of safety, transparency, and accountability. This policy provides a secure mechanism for reporting concerns, protects participants, and reinforces the integrity of Council's aged care services.

Attachments

- 1 Whistleblower Policy for Aged Care [↓](#) 

15. Sustainability and Culture

15.1 Domestic Animal Management Plan 2025 - 2029

Meeting Type:	Scheduled Council Meeting
Date of Meeting:	25 November 2025
Category:	Strategic
Author:	Compliance 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 Domestic Animal Management Plan (DAMP) 2025 – 2029 (**Attachment 1**).

Council has a legislative responsibility under the *Domestic Animals Act 1994* to prepare a Domestic Animal Management Plan every 4 years.

The Plan details how Council will manage its domestic animal population (dogs and cats), including ensuring animals are registered with Council.

A draft DAMP was released for community feedback after being endorsed at the September Council meeting and eighteen submissions were received. Submissions have been considered as detailed in this report and an amended DAMP is presented to Council for adoption (see **Attachment 1**).

Recommendation:

That Council:

1. Adopts the Domestic Animal Management Plan 2025 – 2029 with changes.
2. Submits the adopted Domestic Animal Management Plan 2025-2029 to Agriculture Victoria.

Background

Council has a statutory obligation under the *Domestic Animals Act 1994* to prepare a DAMP and submit it to the State Government. The DAMP is a four-year document that is reviewed annually.

Council endorsed the draft DAMP for public consultation at the Council meeting of 23 September 2025. Council invited community feedback between the 25th of September and the 23rd of October, and received 18 submissions in response. The submissions and officer's responses to each are summarised in the table attached to this report (**Attachment 2**).

Key topics raised in submissions included:

- Requests for more education relating to the number of pets per household.
- Cat containment; 6 submissions in support and 1 not in support.
- Mandatory desexing; 1 not in support
- Requests for subsidised desexing.
- Requests for more information relating to the planned introduction of the after-hours dropoff holding facility, and the lack of a full pound in Wangaratta.
- 3 requests for more off-leash areas closer to the CBD.
- Request for more dog-waste stations and dedicated animal-trained staff.
- Request to remove excess animal permits.
- Request to adjust animal limits per household.
- Request for more accurate dog-attack data.
- Request for publicly accessible animal fees related to Council (i.e. impound fee)
- Request for quicker development of the Emergency Animal Management Plan.
- Request for more face-to-face education.

No changes to the DAMP are proposed in response to public submissions. It is noted that a number of the submissions sat outside the scope of the DAMP or will be addressed in actions that will undergo a separate consultation process before implementation.

Some changes have been made to the DAMP to correct minor spelling errors and improve wording and formatting (**Attachment 3**).

The updated draft DAMP 2025 – 2029 to be considered for adoption is attached to this report (**Attachment 1**).

Implications

Policy Considerations

The Local Law No.1 Community Amenity 2025 is relevant to this report and guides the implementation of certain sections of the DAMP.

Financial/Economic Implications

There are no financial or economic implications identified for the subject of this report. Separate budget bids will be completed over the course of the DAMP to assist with the implementation of some actions noted.

Legal/Statutory

There is a statutory obligation under Section 68A of the *Domestic Animals Act 1994* to prepare a DAMP every 4 years, and this is the subject of this report to Council.

Social and Diversity

The DAMP promotes responsible pet ownership and animal registration, domestic animals (cats & dogs) are noted to benefit wellbeing of owners.

Equity Impact Assessment (EIA)

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

Environmental/Sustainability Impacts

It is acknowledged that domestic animals can have an adverse impact on native fauna populations. The DAMP aims to educate, and work with animals' owners to reduce the risk domestic animals have on the environment.

Strategic Links

Council Plan 2025 – 2029

This report supports the Council Plan which includes the following strategic themes:

1. Community Wellbeing
2. Natural Environment
3. Economy and Tourism
4. Infrastructure and Place

Rural City of Wangaratta Community Vision 2045

This report supports the 2045 Community Vision –

The Rural City of Wangaratta is a place for everyone

We are a welcoming, connected, and caring community.

We value our urban and rural communities, ensuring shared opportunity and quality of life.

Our natural environment supports our wellbeing and forms a strong part of our cultural identity.

Our strength is our resilience and active participation in shaping a future for everyone to thrive.

Other strategic links

Local Law No1. Community Amenity 2025

Environment & Sustainability Strategy

Risk Management

Risk Management Framework

Risks	Likelihood	Consequence	Rating	Mitigation Action
Non-compliance with the Domestic Animals Act & Local Law	Moderate	High	Moderate	Adopt DAMP
Potential lack of control over domestic animals, including feral cats	Moderate	High	Moderate	Adopt DAMP
No control of animal businesses that provide a service relating to domestic animals.	Moderate	High	Moderate	Adopt DAMP

Consultation/Communication

Level of public participation	Promises to the public/stakeholders	Tools/Techniques
Inform	Advertise DAMP.	Public exhibition of the draft DAMP - available on the Council website and advertised on social media.
Consult	Request for comments and submissions.	Comments and submissions on the DAMP received.
Involve	Comments and submissions will be considered.	Comments and submissions considered.

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




Options for Consideration

1. That Council adopts the Domestic Animal Management Plan 2025-2029 with changes. **(Recommended)**.
2. That Council does not adopt the Domestic Animal Management Plan 2025-2029 with changes **(Not Recommended)**.

Conclusion

The preparation of the DAMP is a statutory obligation under the *Domestic Animals Act 1994*. This report is presented to Council to adopt the Domestic Animal Management Plan 2025 – 2029 following community consultation.

Attachments

- 1 Domestic Animal Management Plan 2025-2029 (with changes) [↓](#) 
- 2 DAMP 2025-2029 Summary of submissions and responses [↓](#) 
- 3 Changes to draft DAMP 2025-2029 [↓](#) 

15.2 Planning Application No. 25/101 - 1-3 Phillipson Street, Wangaratta (Use of the land for a restaurant)

Meeting Type:	Scheduled Council Meeting
Date of Meeting:	25 November 2025
Category:	Strategic
Author:	Planning 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 make a determination of whether to grant a planning permit for the use of the land for a food and drink premises (restaurant) and reduction of car parking requirements at 1-3 Phillipson Street Wangaratta.

The subject site is located within the General Residential Zone – Schedule 1 and is not affected by any overlays.

A total of 11 objections were received to the application.

A detailed officer's assessment of the application is included at **Attachment 1**.

Based on the attached officer's assessment, it is recommended that a Notice of Decision to Grant a Planning Permit be issued as the proposal represents an orderly planning outcome subject to conditions.

The copy of the application material is also included at **Attachment 2**.

Recommendation:

That Council:

1. Issues a Notice of Decision to Grant a Planning Permit with respect to the use of the land for a food and drink premises (restaurant) and reduction of car parking requirements at 1-3 Phillipson Street Wangaratta, subject to the conditions outlined at **Attachment 1**.

Background

This report is presented to Council to make a determination on Planning Application PlnApp25/101 as the application received 11 objections. The grounds of objection, and the officer's consideration of these are discussed in detail in the report at **Attachment 1**.

The key issues discussed later in this report and as part of the officer's assessment report include:

- Land use and operating hours.
- Amenity impacts.
- Traffic issues and parking.
- Net community benefit.
- Out-of-centre development.

A detailed assessment of the application against the relevant policies and provisions of the Wangaratta Planning Scheme (the Scheme) and the *Planning and Environment Act 1987* (the Act) is included at **Attachment 1**. The following table shows the policies and provisions that have been considered.

Planning Policy Framework, Zoning, Overlays, and Particular and General Provisions

Section	Clause	Provision
Planning policy Framework and Municipal Planning Strategy	13.05-1S	Noise management
	13.07-1S	Land use compatibility
	17.02-1S	Business
	17.02-2S	Out-of-centre development
	17.02-2L	Commercial development siting
	17.04-1L	Facilitating tourism
Zone	32.08	General Residential Zone
Provision	52.06	Car parking
Decision Guidelines	65.01	Decision Guidelines – Approval of an Application or Plan

Implications

Policy Considerations

Council's local planning policies (given effect by the Wangaratta Planning Scheme) are of relevance to this report. These policies are considered and addressed within this report and in the Officer's Assessment Report at **Attachment 1**.

Financial/Economic Implications

There are no specific financial implications to Council arising from this report although there may be potential costs should this matter proceed to the Victorian Civil Administrative Tribunal (VCAT).

Legal/Statutory

All procedures associated with the lodgement and assessment of this application have been carried out in accordance with the *Planning and Environment Act 1987*.

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

Environmental/ sustainability impacts have been considered by the application and as part of the officer's assessment.

Strategic Links

Council Plan 2025 - 2029

This report supports the Council Plan which includes the following strategic themes:

1. Community Wellbeing
2. Natural Environment
3. Economy and Tourism
4. Infrastructure and Place

Rural City of Wangaratta Community Vision 2045

This report supports the 2045 Community Vision –

The Rural City of Wangaratta is a place for everyone

We are a welcoming, connected, and caring community.

We value our urban and rural communities, ensuring shared opportunity and quality of life.

Our natural environment supports our wellbeing and forms a strong part of our cultural identity.

Our strength is our resilience and active participation in shaping a future for everyone to thrive.

Risk Management

It is not considered that there are any relevant risks to Council beyond those associated with standard statutory process (such as any decision being appealed at VCAT).

Risk Management Framework

Risks	Likelihood	Consequence	Rating	Mitigation Action
Appeal of decision at VCAT	Possible	Minor	Low	Appropriate representation of Council at VCAT.

Consultation/Communication

Notice of the application was given to adjoining and surrounding landowners and occupiers, and a site notice was placed on the land. To date, 11 objections have been received. Submission have been considered as part of the assessment process.

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

Options for Consideration

1. Council issues a Notice of Decision to Grant a Planning Permit for Application PlnApp25/101 subject to conditions (recommended);



OR

2. Council issues a Notice of Refusal for Planning Application PlnApp25/101.

Conclusion

The proposed use of the land is considered to represent an appropriate planning outcome for the adaptive reuse of a non-residential property within the General Residential Zone. The proposal can be appropriately managed through operational conditions to protect residential amenity and the reduction of car parking is considered to be appropriate in this instance. Therefore, it is recommended that the application is supported.

Attachments

- 1 Officers Assessment Report [↓](#) 
- 2 Application material [↓](#) 

16. Special Committee Reports

Nil

17. Advisory Committee Reports

Nil

18. Minutes of Advisory Committee Meetings

Nil

19. Notices of Motion

Nil

20. Urgent Business

21. Public Question Time

22. Confidential Business

Recommendation:

That Council resolves to close the meeting to members of the public in accordance with Division 3(1) of the Local Government Act 2020 to consider the following items:

22.1 Wangaratta Performing Arts & Convention Centre (WPACC) - Cafe & Catering Services Agreement

Item 22.1 is Confidential under the Local Government Act 2020 as it contains information relating to : (a) Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released..

22.2 Consideration of Event Plans

Item 22.2 is Confidential under the Local Government Act 2020 as it contains information relating to : (e) Legal Privileged Information and (g) Private Commercial Information.

22.3 Employment Matter

Item 22.3 is Confidential under the Local Government Act 2020 as it contains information relating to : (f) Personal Information.

23. Closure of Meeting

Attachments



Councillor Portfolios and Membership on Council Committees, Community Reference Groups, Advisory Committees and other committees

November 2025

Contents

Council Portfolios.....	2
Council Community Reference Groups.....	4
Council Advisory Committees.....	6
Other committees and bodies	9

Council Portfolios

Portfolio	Purpose	New Councillor representation
Agriculture	Supports the interests of the agricultural sector and focuses on agriculture and agribusiness industry development	Cr Harvey Benton
Arts and Culture	Supports the operations of the Performing Arts Centre, the Wangaratta Gallery, the Wangaratta Library, Council cultural and heritage pursuits and Council's events.	Cr Dave Fuller and Cr Allison Winters
Community Wellbeing, Youth, Family and All Abilities	Supports Council's children's services, aged and disability care and Youth Council.	Cr Ashlee Fitzpatrick and Cr Tania Maxwell
Economic Development and Tourism	Focused on economic opportunities that deliver growth and improvements in: <ul style="list-style-type: none"> - Workforce development; - Tourism development; - Investment ready land and infrastructure; - Employment; and - Business confidence and diversification 	Cr Harry Bussell and Cr Tania Maxwell

Membership on Community Reference Groups and Advisory Committees

3

Emergency Services	Supports infrastructure planning and delivery, field services, waste management and emergency services	Cr Harvey Benton
Planning	Supports strategic and statutory planning and building services. Includes strategic planning community consultation, statutory planning mediation and statutory planning consultation	Cr Dave Fuller and Cr Harvey Benton
Sport and Recreation	Supports Council's sports reserves and sporting activities	Cr Harvey Benton
Sustainability	Supports Council's environment and sustainability strategies, programs and services	Cr Dave Fuller

Council Community Reference Groups

Community Reference Group	Purpose	Attendance requirements	New Councillor representation
Nil		Nil	

Membership on Community
Reference Groups and Advisory
Committees

4

Council Advisory Committees

Council advisory committee	Purpose	Councillor representation	New councillor representation
Arts, Culture, Events and Heritage Advisory Committee	<ol style="list-style-type: none"> 1. Provide advice to Council on arts, cultural and heritage issues that impact upon the community. 2. Promote arts, cultural and heritage, opportunities within the community through networks. 3. Advise on the development of and oversee implementation of a Cultural Plan within the municipality. 4. Encourage and facilitate joint initiatives between, local business and industry, educational institutions, Council and community groups and other relevant stakeholders within the municipality. 5. Ensure all sectors of the community within the municipality have the opportunity to provide input into the directions and issues considered by the Committee. 	<p>A Convenor, which is a Councillor with responsibility for this portfolio.</p> <p>Councillors who are also responsible for the same portfolio may attend <i>at their discretion</i>.</p>	Cr Dave Fuller and Cr Allison Winters

Sport and
Recreation
Advisory
Committee

1. Advise Council on the effective conduct of its responsibilities for strategic planning and management of Sport and Recreation opportunities in the municipality, providing support and advice.
2. Provide advice to Council on strategic sport and recreation issues that impact upon the community.
3. Provide information on how sport and recreation opportunities within the community may be promoted.
4. Provide advice in the monitoring and review the Rural City of Wangaratta Sport and Recreation Plan and associated strategies.
5. Encourage and facilitate communication and initiatives between sport and recreation user groups/clubs/individuals/stakeholders throughout the municipality.
6. Ensure all sectors of the community within the Rural City of Wangaratta have the opportunity to provide input into the directions and issues considered by the Committee.
7. Be proactive in initiating and/or supporting cross municipal initiatives and projects.
8. Broaden community access to sport and recreation through the attraction of significant events.

A Convenor, which is a Councillor with responsibility for this portfolio.

Councillors who are also responsible for the same portfolio may attend *at their discretion*.

Cr Harvey Benton

Youth Council	<ol style="list-style-type: none"> 1. Provide quality and timely advice to Council on issues related to or of concern to young people. 2. Provide an opportunity for young people to become involved in and contribute to the wellbeing of local young people and the wider community. 3. Promote and encourage the involvement of youth in the planning, development and implementation of activities associated directly or indirectly with young people. 4. Provide an opportunity for young people to gain an understanding of the issues surrounding local government and its role in the community. 5. Foster community spirit and responsibility amongst young people. 6. Ensure all sectors of the community within the municipality have the opportunity to provide input into the directions and issues considered by the Committee. 7. Develop individual leadership skills including organisational, communication and personal skills among young people from which agreed participation outcomes can be achieved. 	<p>A Convenor, which is a Councillor with responsibility for this portfolio.</p> <p>Councillors who are also responsible for the same portfolio may attend <i>at their discretion</i>.</p>	Cr Ashlee Fitzpatrick
---------------	--	--	-----------------------

Membership on Community
Reference Groups and Advisory
Committees

7

Other committees and bodies

Other committee or body	Purpose	New Councillor representation
Hume Region Local Government Network	Provide advocacy, lobbying, networking, information sharing and collaborative pursuit of opportunities arising from the Hume Strategy	Mayor
Municipal Association of Victoria State Council	Legislated peak body for Victoria's 79 councils established to: <ol style="list-style-type: none"> 1. Advocate for local government interests 2. Build the capacity of councils 3. Facilitate effective networks 4. Initiate policy development and advice 5. Support councillors 6. Promote the role of local government 	Mayor
Municipal Association of Victoria Rural North East Region Regional Forum	MAV forum for north east Victorian councils	Mayor
Regional Cities Victoria	An alliance of regional cities dedicated to achieving real change in regional Victoria through policy development and active implementation of those policies.	Mayor

Rural City of Wangaratta	FY25/26 Adopted Budget	FY25/26 Adopted Budget (Inc. carry overs)	FY25/26 Q1 Full Year Forecast	Projected Full Year to Adopted Budget (Inc. carry overs)	25/26 YTD Actual	Ref
Income Statement as at 30th September 2025	\$	\$	\$	\$	\$	
Income						
Rates and charges	43,240,792	43,240,792	43,240,792	-	43,044,135	
Statutory fees and fines	1,383,300	1,383,300	1,442,324	59,024	280,306	1
User fees	14,717,616	14,717,616	14,624,940	(92,676)	3,254,919	2
Contributions - cash	1,542,000	1,542,000	1,542,000	-	-	
Contributions - non-monetary	3,500,000	3,500,000	1,692,082	(1,807,918)	(3,865,737)	3
Grants - Operating	19,785,107	19,910,967	14,915,320	(4,995,647)	4,098,778	4
Grants - Capital	13,404,621	14,681,568	12,180,752	(2,500,816)	778,627	5
Reimbursements	242,000	242,000	242,000	-	125,967	
Other revenue	1,515,835	1,515,835	1,517,836	2,001	409,658	
Net gain/(loss) on sale/disposal of PPE&I	371,110	371,110	371,110	-	(93,878)	
Total Income	99,702,381	101,105,188	91,769,156	(9,336,032)	48,032,774	
Expenses						
Employee benefits	35,236,933	35,325,081	35,679,475	(354,394)	9,873,348	6
Materials and services	28,554,004	29,166,986	29,855,194	(688,208)	8,649,065	7
Depreciation and amortisation	21,346,841	21,346,841	21,346,841	-	5,162,008	
Finance costs	508,977	508,977	508,977	-	148,329	
Other expenses	613,459	648,459	636,318	12,141	158,381	
Total Expenses	86,260,214	86,996,345	88,026,805	(1,030,461)	23,991,130	
Surplus / (deficit) for the year	13,442,167	14,108,843	3,742,350	(10,366,493)	24,041,644	
Adjusted Underlying Operating Position						
Grants - Capital (non-recurrent)	10,918,140	12,195,087	9,694,271	2,500,816	778,627	
Contributions - non-monetary	3,500,000	3,500,000	1,692,082	1,807,918	(3,865,737)	
Contributions - Cash	1,542,000	1,542,000	1,542,000	-	-	
Total Adjustments	15,960,140	17,237,087	12,928,353	4,308,735	(3,087,111)	
Adjusted Underlying Operating Surplus/(deficit) for the year	(2,517,973)	(3,128,244)	(9,186,002)	(6,057,759)	27,128,755	

Notes - Income Statement

1. Statutory fees and fines, net increase \$59k:

- EPA Restorative Project \$45k - fine received in relation to EPA breach by a local business, offset by increased materials and services.

2. User Fees, net decrease \$93k:

- Family Day Care (\$21k) – due to the services of a Family Day Care contractor being used has resulted in lower user fees.
 - Aged Care (\$248k) – Comprehensive assessments has not been started due to staff training shortfalls in this service.
 - Wangaratta Sport & Aquatics Centre \$154k – increased income from memberships and Learn to Swim program.

3. Contributions – non-monetary, net decrease \$1.81m.

- Decrease in the amount of anticipated subdivision contributions (\$1.81m) . Budget was set with subdivisions yet to be capitalised at \$3.5m, however of that figure, \$1.9m was recognised in 2025 to reflect the income in the correct financial year. As a result, we only expect \$1.69m to be capitalised in 2025-26.

4. Operating Grants, net decrease (\$4.99m):

- (\$4.96m) Financial Assistance Grants received in advance on 25/06/25
 - Family Day Care funding (\$118k) – due to the services of on Family Day Care contractor being used has resulted in lower grant funding.
 - Wangaratta Showgrounds Closed Landfill Site \$59k – grant received for monitoring activities.

Notes - Income Statement (Cont.)**5. Capital Grants, net decrease \$2.50m:**

- Bridge renewals (\$2.76m) – Budgeted grants applications were unsuccessful.
- WSAC Power efficiency implementation (\$431k) – anticipated that only the detailed design will occur in 2025/26 therefore funding will also be deferred.
- Redcamps Bridge (\$11k) – Savings on project therefore funding was reduced.
- Murray to Mountains Trail Enhancements \$306k – anticipated claims to be submitted to Tourism North East.
- Targoora Park Lighting Upgrade \$200k – New project with \$120k Council Contribution.
- Dog Park Upgrade at Mitchell Ave Reserve \$100k - New project
- Annual Street Lighting Program \$50k – Addition funding
- Apex Park - Changing Places \$25k – Rollover of deferred income
- Design & Construction of Rowan Street Overpass Shared Path \$ 20k. – anticipated claims to be submitted to ARTC (Offset by increase in expenditure).

6. Employee Benefits, net increase \$354k:

- Unbudgeted allowances and Work Cover premium increase.

7. Materials and Services, net increase \$688k:

- Offset expense for the fine revenue -EPA Restorative Project (\$45k)
- Safety and Wellbeing consultant funded by FTE vacancies (\$18k)
- Commercial Café Lease Agreement Legal fees (\$15k)
- Additional Australia Post mail-outs (\$50k)
- Financial Controller backfill (\$89k)
- Support at Home reforms review (\$59k)
- Wangaratta Transfer Station increased processing fees for tyres and mattresses etc (\$70k)
- Backfill of Information Services partially funded by vacancies (\$29k)
- Arboriculture contractors backfilled by horticulture vacancies (\$30k)
- Asset Planning consultant funded by vacancies (\$55k)
- Nightingale subscription implementation to assist with the Aged Care reforms (\$163k)
- Wangaratta Showgrounds Closed Landfill Site – grant received for monitoring activities (\$59k)

Rural City of Wangaratta	30 June 2024	30 June 2025	30 September 2025	Variance Fav/(Unfav)	Ref
Balance Sheet as at 30th September 2025	\$	\$	\$	\$	
Assets					
Current assets					
Cash and cash equivalents	13,602,412	27,542,428	22,730,409	(4,812,019)	1
Rate receivables	1,991,246	2,769,993	36,820,485	34,050,492	2
Other receivables - current	3,009,855	2,421,150	8,401,026	5,979,876	
Financial assets - current	10,000,000	-	-	-	
Inventories	1,629	3,191	2,692	(499)	
Assets held for sale	623,590	276,390	276,390	-	
Other assets - current	865,787	772,034	(156,301)	(928,335)	
Total Current assets	30,094,519	33,785,186	68,074,701	34,289,514	
Non-current assets					
Financial assets non-current	324,447	395,946	395,946	-	
Property, plant and equipment and infrastructure	791,462,824	837,019,707	830,590,722	(6,428,985)	3
Book collection	954,935	859,924	1,019,610	159,686	
Intangible Assets - Landfill	1,513,978	1,290,203	1,290,203	-	
Right of Use Assets	100,149	142,332	425,259	282,927	
Total Non-current assets	794,356,333	839,708,112	833,721,740	(5,986,372)	
Total Assets	824,450,852	873,493,298	901,796,440	28,303,142	
Liabilities					
Current liabilities					
Payables - current	4,328,505	3,049,649	3,873,710	(824,061)	4
Trust funds and deposits	4,059,629	5,414,785	8,824,068	(3,409,283)	5
Provisions - current	6,557,646	6,691,660	7,731,932	(1,040,272)	
Interest bearing loans and borrowings - current	2,678,193	9,779,745	9,116,551	663,194	
Lease liabilities - current	111,778	50,339	42,298	8,042	
Total Current liabilities	17,735,752	24,986,179	29,588,558	4,602,380	
Non-current liabilities					
Provisions non-current	15,692,777	14,684,293	14,042,364	641,929	
Interest bearing loans and borrowings - non-current	22,388,094	12,608,349	12,608,349	0	
Lease liabilities - non-current	-	90,414	391,461	(301,048)	
Total Non-current liabilities	38,080,871	27,383,056	27,042,174	(340,881)	
Total liabilities	55,816,623	52,369,234	56,630,733	4,261,498	
Net assets	768,634,229	821,124,064	845,165,708	24,041,644	
Equity					
Accumulated surplus	184,562,055	183,088,061	183,118,294	30,233	
Other reserves	40,168,049	45,222,744	45,222,744	-	
Asset revaluation reserve	540,513,499	581,552,983	581,522,750	(30,233)	
Accumulated surplus - current year	3,390,626	11,260,276	35,301,920	24,041,644	
Total Equity	768,634,229	821,124,064	845,165,708	24,041,644	

Notes - Balance Sheet**1. Cash and Cash Equivalents**

Cash and Cash Equivalents have decreased in September. This balance will fluctuate month to month based on general operations of the business including when payments are received and made.

2. Rate Receivables

The balance reflects outstanding rates for the financial year and will reduce progressively over the course of financial year, as instalments fall due and payments are made by ratepayers.

3. Property, plant and equipment and infrastructure

Property, plant and equipment and infrastructure will increase/decrease in the current period due to increases in WIP and additions and

4. Payables - current

Payables - current balance is reflective of supplier invoices received but not yet paid. This account will fluctuate during the year as invoices are received and paid as part of Council operations. Invoices are generally paid when they are due, not when received.

5. Trust Funds and Deposits

Trust Funds and Deposits fluctuate monthly based on deposits received and returned relating to capital projects during the year.

Rural City of Wangaratta	FY25/26 Adopted Budget	FY25/26 Adopted Budget (inc carry overs)	FY25/26 Q1 Full Year Forecast	Projected Full Year to Adopted Budget (inc carry overs)	Current Commitments	FY25/26 YTD Actual
Statement of Capital Works 30th September 2025	\$	\$	\$	\$	\$	\$
Property						
Land Improvements	90,892	90,892	249,017	(158,125)	444	166,997
Total Land	90,892	90,892	249,017	(158,125)	444	166,997
Buildings	2,877,839	1,537,321	1,160,046	377,275	266,245	136,005
Total buildings	2,877,839	1,537,321	1,160,046	377,275	266,245	136,005
Total Property	2,968,731	1,628,213	1,409,063	219,150	266,690	303,002
Plant and equipment						
Plant and equipment	4,826,614	5,120,608	4,287,779	832,829	1,046,634	688,535
Furniture and fittings	13,500	59,764	59,764	-	24,693	-
Computers and telecommunications	148,000	148,000	161,609	(13,609)	50,547	23,205
Artworks	8,500	8,500	8,500	-	-	4,500
Book collection	208,434	208,434	201,815	6,619	5,107	176,478
Total Plant and equipment	5,205,048	5,545,306	4,719,468	825,839	1,126,981	892,718
Infrastructure						
Waste management	270,000	270,000	220,000	50,000	-	-
Sealed roads and substructure	4,080,000	4,375,987	4,297,611	78,376	1,632,330	181,022
Gravel Roads and substructure	1,850,000	1,632,908	1,632,908	-	371,698	448,008
Bridges	3,460,000	4,129,947	1,301,178	2,828,769	971,484	337,875
Drainage	95,000	95,000	95,000	-	-	-
Footpaths	2,240,000	2,569,988	2,785,816	(215,828)	572,714	-
Off Street Car Parks	1,402,646	1,771,555	1,641,474	130,081	803,904	34,025
Parks, Open Spaces and Streetscapes	50,000	258,996	374,672	(115,676)	74,885	82,100
Recreation, Leisure and Community Facilities	1,811,256	3,300,450	3,820,450	(520,000)	201,902	27,655
Aerodromes	-	80,000	85,375	(5,375)	57,510	11,750
Other Infrastructure	200,000	272,934	272,934	-	40,931	273,692
Total Infrastructure	15,458,902	18,757,765	16,527,418	2,230,347	4,727,357	1,531,731
Total capital works expenditure	23,632,681	25,931,284	22,655,948	3,275,337	6,121,027	2,727,451
Represented by:						
Renewal expenditure	14,720,319	16,377,821	13,468,102	2,909,719	5,051,630	1,960,655
Upgrade expenditure	4,262,476	5,999,747	5,237,930	761,818	668,762	307,839
New Assets expenditure	4,649,886	3,553,716	3,949,916	(396,200)	400,635	458,957
Total capital works expenditure	23,632,681	25,931,284	22,655,948	3,275,337	6,121,027	2,727,451

Notes - Statement of Capital Works

Expenditure of \$2.73m towards Council's capital works program had been spent as at 30th September 2025, with a further \$6.12m of works committed. The full year expenditure forecast has reduced by \$3.28m from the Adopted Budget (including carry overs) primarily due to the removal of \$2.71m budgeted bridge renewals following unsuccessful funding applications. In response to the negative operating results for 2024/25, Council is prioritising a reduction in discretionary capital spending as part of its financial sustainability strategy including:

- Removal of the footpath renewal program - \$150k
- Reduction of the annual Re-Seal program - \$100k
- Workshop Pit upgrade deferred to 2026/2027 program - \$377k
- Bridge Renewal savings identified - \$70k
- Reduction of Detailed Design Wangaratta Waste Transfer Station - \$50k
- Reduction of New depot entry and electric gate/comms - \$20k
- Sandbag filling machine savings identified - \$20k savings
- Reduction of Urban drainage renewals - \$96k

Additional Capital Works to be included in the forecast are as follows:

- Targoora Lighting Upgrade - \$320k (\$200k new funding) *
- Dog Park Upgrade at Mitchell Ave Reserve - \$100k (fully funded) *
- Showgrounds Grandstand Refurbishment - \$100k
- Street Lighting increase - \$74k (\$50k additional funding)
- Murray to Mountains Trail Enhancements - \$178k (offset by claims to Tourism North East)
- SGA Drainage Basin Construction - precinct 4 - \$311k has been carried forward to enable completion of remaining works

*Already approved



Chief Executive Officer Employment and Remuneration Policy 2025

Document Type	Council Policy
Department	Council-wide
Date of Council Endorsement	TBC
Date for Review	TBC
Responsible Officer	Manager People and Culture
Authorising Officer	Director Corporate and Leisure
Version Reference Number	2.0
SIM Reference Number	RCOW-631633092-757

1. Statement and Purpose

- 1.1 The purpose of this policy is to set out Council's approach to the employment and remuneration of the Chief Executive Officer (CEO) including provisions for the recruitment and appointment process, matters to be included in the contract of employment, performance monitoring and an annual review.
- 1.2 This policy reinforces Council's commitment to good governance practices

and provides a consistent, fair and transparent framework for employment matters relating to the CEO.

1.3 The policy is required by section 45 of the Local Government Act 2020 (Vic).

2. Scope

2.1 The policy applies to CEO employment and remuneration matters.

3. Policy

3.1 Independent professional advice

- a. Council may obtain independent professional advice in relation to any of the matters dealt with in this policy. The engagement of this advice may be at the request of either the Council or the Chief Executive Officer.

3.2 Total remuneration package and remuneration reviews

- a. CEO remuneration will be considered annually in accordance with the terms of the CEO's contract of employment.
- b. Council must have regard to the following principles in determining the amount of, and changes to, remuneration for the CEO:
 - i. The amount of remuneration should be a fair and reasonable recompense for performing the role; and
 - ii. Remuneration should be set at a competitive level for the relevant market and sector, so as to attract and retain talented people;
 - iii. Increments offered to Council employees under approved Enterprise Agreements.
- c. Remuneration decisions should be robust and based on a consideration of all relevant factors including:
 - i. council's financial performance and financial plan; and

3

CEO employment and remuneration policy

- ii. current and projected economic conditions and trends; and
 - iii. any statement of policy issued by the Government of Victoria which is in force with respect to its wages policy (or equivalent); and
 - iv. any Determination that is currently in effect under section 21 of the *Victorian Independent Remuneration Tribunal and Improving Parliamentary Standards Act 2019* (Vic) in relation to remuneration bands for executives employed in public service bodies.
- d. In calculating the superannuation component of the CEO total remuneration package, an increase to superannuation payable caused by an increase to the Superannuation Guarantee will be added to the existing total remuneration package and form the new base upon which any future annual review is applied. The purpose of this clause is to ensure the intent of the Superannuation Guarantee is preserved.

3.3 Recruitment and appointment

- a. The Mayor (having consulted with all Councillors) and CEO will commence discussions on the option of undertaking a contract renewal no later than six months prior to the expiry date of the current CEO contract of employment.
- b. By mutual agreement and in line with the current CEO employment contract, Council may elect to reappoint the CEO under a new contractual arrangement. Any decision to do so should be agreed to in writing no later than three months prior to the contract end date, failing which the CEO's appointment and employment will terminate as of the expiry date.
- c. Should a contract renewal not take place, the recruitment process should be initiated three months prior to the expiry date of current CEO contract.

- d. If the role becomes vacant (following resignation, dismissal, or

wangaratta.vic.gov.au

determination not to renew contract), Council must engage an independent and suitably qualified recruitment firm to support it in all aspects of the recruitment and appointment of a CEO including establishing proposed remuneration and a contract of employment.

- e. In the case of an unplanned leave of absence or the cessation of employment of the CEO, Council will make a decision regarding appropriate arrangements for interim cover and may be supported by the Manager People and Culture as required to enact this decision. Planned leave is managed under the delegation of the CEO.

3.4 Contract of employment provisions

- a. CEO contracts of employment must include the following matters:
 - i. Remuneration amount and remuneration reviews;
 - ii. The responsibilities of the position;
 - iii. The term of employment, which may be for a period of up to 5 years;
 - iv. An incumbent being eligible to be reappointed under a new contract of employment;
 - v. A process to manage performance including annual performance reviews.
 - vi. A process to manage disputes;
 - vii. A process to manage termination by either party.
 - viii. Council termination of a contract of employment:
 - where it is an immediate termination, for example due to findings of corruption or misconduct, will be by providing no payment in lieu of notice; or
 - in circumstances other than sub-clause (i) above, will be by providing the lesser of 6-12 months* remuneration in lieu of

notice or the remaining value of the total remuneration package had the officer continued in employment until the end of the contract term.

*Whilst this policy provides for a range (6-12 months) that Council may choose to include in future CEO Contracts, any specific CEO employment contract must contain an exact period within that range.

3.5 Annual review

- a. Council must engage an independent and suitably qualified person to support it in establishing and reviewing annual performance objectives, key performance indicators, and changes in remuneration.
- b. The Manager of People and Culture and Executive Services team can assist Councillors in obtaining appropriate independent advice.
- c. The annual review process must include consultation with all councillors.
- d. Annual performance objectives and key performance indicators must be developed in consultation with the CEO.
- e. The annual review must allow for council to provide the CEO with performance related feedback and to have input into the CEO's development plan.
- f. The annual review, annual performance objectives, key performance indicators, and any change to remuneration must be approved by council resolution.

3.6 Performance monitoring

- a. The CEO must submit a report to councillors at least quarterly on progress against the annual performance objectives and key performance indicators.

- b. Annual performance objectives and key performance indicators may be changed if circumstances warrant.
- c. Changes to annual performance objectives and key performance indicators arising from a quarterly progress report must be approved by council resolution.

3.7 Integrity of the process

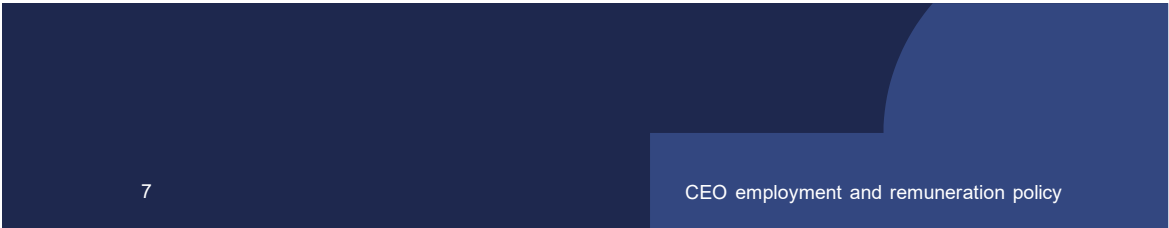
- a. Failure to maintain and comply with this policy may constitute a breach of section 45 of the Local Government Act 2020 and accordingly be subject to review by the Local Government Inspectorate.
- b. All information relating to the recruitment, selection and performance review process must be kept strictly confidential.
- c. Councillors and staff involved in the process must take all reasonable steps to maintain confidentiality and respect the privacy of all persons involved. A breach of confidentiality may constitute a breach of the Councillor Code of Conduct or Staff Code of Conduct.
- d. The Mayor shall report on any non-compliance matters to the Council.

4. Monitoring and review

- a. A periodic review of this policy will be undertaken to ensure any changes required to strengthen or update the policy are made in a timely manner.

5. Definitions

Chief Executive Officer - CEO	The person occupying the office of Chief Executive Officer of the council and includes a person acting in that office.
Contract of employment	Employment contract between the council and a person appointed as CEO



Council	The Wangaratta Rural City Council comprised of elected councillors and led by the Mayor.
Councillor	A councillor of the council.
Mayor	The Mayor of the council and any person appointed by the council to be acting as Mayor.
Organisation	The Rural City of Wangaratta organisation, led by the Chief Executive Officer.
Remuneration	<p>The total remuneration package comprised of the following elements:</p> <ul style="list-style-type: none"> • base salary (including any post-tax employee superannuation contributions or other post-tax deductibles) • employer superannuation contributions (compulsory employer contributions and pre-tax salary sacrifice contributions directed by the employee) • Adjust packages to ensure we are not funding employer contributions out of the cash component. • Vehicle for personal use • Any other entitlements as agreed by the parties, for example additional leave or contributions towards study or education. <p>Where the superannuation guarantee exceeds the cap, Council will adjust the cash component of the CEO’s salary to accommodate for the difference in superannuation payments.</p>
Total remuneration package	Refer to the definition of remuneration

6. References

Legislation

- *Local Government Act 2020*

7. Review

7.1 The policy may be amended by the council at any time. It must be reviewed, and amended if necessary, at least once in each council term.



Chief Executive Officer Employment and Remuneration Policy

Responsible Officer	Adoption Date	December 2022
Governance and Reporting Advisor	Approved By	Council
	Review Date	November 2025
Authorising Officer	Policy Type	Council Policy
Director Corporate Services		

Statement and Purpose

The purpose of this policy is to set out council's approach to employment and remuneration of the Chief Executive Officer including provisions for the recruitment and appointment process, matters to be included in the contract of employment, performance monitoring, and an annual review.

The policy is required by section 45 of the *Local Government Act 2020*.

Scope

The policy applies to CEO employment and remuneration matters.

Contents

Policy.....3

1. Independent professional advice.....3

2. Total remuneration package and remuneration reviews3

3. Recruitment and appointment3

4. Contract of employment provisions3

5. Annual review4

6. Performance monitoring4

7. Monitoring and review4

8. Definitions.....5

9. References6

10. Review.....6

Policy

1. Independent professional advice

Council may obtain independent professional advice in relation to the conduct of any of the matters dealt with in this policy. The engagement of this advice may be at the request of either the Council or the Chief Executive Officer.

2. Total remuneration package and remuneration reviews

Council must have regard to the following principles in determining the amount of, and changes to, remuneration for the CEO:

- (a) The amount of remuneration should be a fair and reasonable recompense for performing the role.
- (b) Remuneration should be set at a competitive level for the relevant market and sector, so as to attract and retain talented people.
- (c) Remuneration decisions should be robust and based on a consideration of all relevant factors including:
 - (i) council's financial performance and financial plan; and
 - (ii) current and projected economic conditions and trends; and
 - (iii) any statement of policy issued by the Government of Victoria which is in force with respect to its wages policy (or equivalent); and
 - (iv) any Determination that is currently in effect under section 21 of the *Victorian Independent Remuneration Tribunal and Improving Parliamentary Standards Act 2019* in relation to remuneration bands for executives employed in public service bodies.

3. Recruitment and appointment

Council must engage an independent and suitably qualified recruitment firm to support it in all aspects of the recruitment and appointment of a CEO including establishing proposed remuneration and a contract of employment.

4. Contract of employment provisions

CEO contracts of employment negotiated and agreed after adoption of this policy must include the following matters:

- (a) Remuneration amount and remuneration reviews.
- (b) The term of employment, which may be for a period of up to 5 years.
- (c) An incumbent being eligible to be reappointed under a new contract of employment.
- (d) A process to manage performance including annual performance reviews.
- (e) A process to manage disputes.

- (f) A process to manage termination by either party.
- (g) Council termination of a contract of employment:
 - (i) where it is an immediate termination, for example due to findings of corruption or misconduct, will be by providing no payment in lieu of notice; or
 - (ii) in circumstances other than sub-clause (i) above, will be by providing the lesser of (6-12 months*) remuneration in lieu of notice or the remaining value of the total remuneration package had the officer continued in employment until the end of the contract term.

**whilst this policy provides for a range (6-12 months) that Council may choose to include in future CEO contracts, any specific CEO employment contract must contain an exact period within that range.*

5. Annual review

- (1) Council must engage an independent and suitably qualified person to support it in establishing and reviewing annual performance objectives, key performance indicators, and changes in remuneration.
- (2) The annual review process must include consultation with all councillors.
- (3) Annual performance objectives and key performance indicators must be developed in consultation with the CEO.
- (4) The annual review must allow for council to provide the CEO with performance related feedback and to have input into the CEO's development plan.
- (5) The annual review, annual performance objectives, key performance indicators, and any change to remuneration must be approved by council resolution.

6. Performance monitoring

- (1) The CEO must submit a quarterly report to councillors on progress against the annual performance objectives and key performance indicators.
- (2) Annual performance objectives and key performance indicators may be changed if circumstances warrant.
- (3) Changes to annual performance objectives and key performance indicators arising from a quarterly progress report must be approved by council resolution.

7. Monitoring and review

A periodic review of this policy will be undertaken to ensure any changes required to strengthen or update the policy are made in a timely manner.

8. Definitions

Chief Executive Officer - CEO	The person occupying the office of Chief Executive Officer of the council and includes a person acting in that office.
Contract of employment	Employment contract between the council and a person appointed as CEO
Council	The Wangaratta Rural City Council comprised of elected councillors and led by the Mayor.
Councillor	A councillor of the council.
Mayor	The Mayor of the council and any person appointed by the council to be acting as Mayor.
Organisation	The Rural City of Wangaratta organisation, led by the Chief Executive Officer.
Remuneration	<div>The total remuneration package comprised of the following elements:<ul style="list-style-type: none">base salary (including any post-tax employee superannuation contributions or other post-tax deductibles)employer superannuation contributions (compulsory employer contributions and pre-tax salary sacrifice contributions directed by the employee)employment benefits (i.e., non-salary benefits such as the cost of a motor vehicle to an employer but excluding general business expenses such as laptop computers, mobile phones, or study leave)the annual cost to council of providing non-monetary benefits, including any fringe benefits tax payable.</div>
Total remuneration package	Refer to the definition of remuneration

9. References

Legislation

- *Local Government Act 2020*

10. Review

The policy may be amended by the council at any time. It must be reviewed, and amended if necessary, at least once in each council term.



Whistleblower Policy – Aged Care Act 2024 (Victoria)

Responsible Officer	Adoption Date	[Choose date]
Manager Community and Recreation	Approved By	Council
	Review Date	[Choose date]
Authorising Officer	Policy Type	Council Policy
Director Corporate & Leisure		

Statement and Purpose

This policy outlines Council's commitment to upholding the highest standards of integrity, transparency, and accountability in the delivery of aged care services. It establishes a clear framework for the disclosure, protection, and investigation of whistleblower reports in accordance with the Aged Care Act 2024 (Victoria). Council is committed to fostering a culture where concerns about misconduct, unsafe or poor-quality care, neglect, abuse, fraud, dishonesty, or breaches of the Aged Care Act 2024 can be raised without fear of reprisal.

Scope

This policy applies to all Councillors, Council employees, contractors, volunteers, and agents of Council involved in the provision, management, or oversight of aged care services. It covers disclosures relating to actual or suspected misconduct, serious wrongdoing, or breaches of the Aged Care Act 2024 (Victoria). This policy does not apply to personal work-related grievances unless they also involve reportable conduct under the Act.

All whistleblower complaints related to council services other than Aged Care Services must be handled in accordance with Council's 'Public Interest Disclosure' Policy.

Policy

Council is committed to ensuring that all individuals are able to make whistleblower disclosures in good faith, without fear of retaliation or disadvantage. Disclosures may relate to, but are not limited to:

- Unsafe or poor-quality care
- Neglect or abuse
- Fraud, dishonesty, or serious breaches of the law
- Conduct that does not meet the standards of the Aged Care Act 2024



Rural City of
Wangaratta

Whistleblower Policy –
Aged Care Act 2024

2

A whistleblower disclosure is a report made by a person who reasonably believes that misconduct or serious wrongdoing has occurred. Proof is not required—genuine concerns based on what has been seen or experienced are sufficient.

How to Make a Whistleblower Disclosure

A disclosure can be made verbally or in writing. A disclosure can be made anomalously to the below list of people, or directly to the Whistleblower Protection Officer on agedcarewhistleblowers@wangaratta.vic.gov.au.

All staff, including associated providers, and responsible person who suspect they have received a whistleblower disclosure are to report the matter to the Whistleblower Protection Officer immediately on agedcarewhistleblowers@wangaratta.vic.gov.au.

Who Can Make a Disclosure and To Whom

A qualifying disclosure can be made by any person, including employees, contractors, volunteers, residents, family members, or members of the public, who has reasonable grounds to suspect misconduct or a breach of the Aged Care Act 2024.

Disclosures may be made to:

- The Whistleblower Protection Officer
- Any manager or supervisor
- The Aged Care Quality and Safety Commission
- The System Governor or Department officials
- A registered provider, responsible person, or aged care worker
- A police officer
- An independent aged care advocate

Disclosures may be made anonymously and will still be protected under this policy and the Act.

Anonymous Disclosures

Disclosures may be made anonymously. Anonymous disclosures will be assessed and protected in accordance with this policy and the Aged Care Act 2024.

Protections for Whistleblowers

If you make a Whistleblower disclosure, we are required by law to provide you with the following protections:

- (a) Protection from civil, criminal or administrative liability; and from contractual or other remedies.
- (b) If you request that your name, or any other individual named in the Disclosure, remains anonymous, we will take such steps as is reasonable in the circumstances to preserve anonymity.
- (c) We will keep your identity or any other information that may identify you confidential.
- (d) We will not cause or threaten to cause detriment to you or anybody else if you make a

wangaratta.vic.gov.au



Rural City of
Wangaratta

Whistleblower Policy –
Aged Care Act 2024

3

Whistleblower disclosure.

Confidentiality and Anonymity

The identity of a whistleblower will be kept confidential and not disclosed except:

- With the whistleblower's consent
- As required by law
- Where necessary to prevent a serious threat to health or safety
- To a police officer, the Aged Care Quality and Safety Commission, the System Governor, or a legal practitioner for the purpose of obtaining legal advice

All reasonable steps will be taken to preserve the anonymity of the whistleblower if requested.

Victimisation

Any conduct that causes, or threatens to cause, detriment to a whistleblower (or associated persons) because of a disclosure is strictly prohibited and may result in disciplinary action and/or legal consequences.

Examples of victimisation include dismissal, demotion, harassment, discrimination, or any other form of disadvantage.

Council Obligations

The Council will:

- Maintain a whistleblower system and policy in accordance with the Aged Care Act 2024
- Provide regular training and awareness for staff, contractors, and volunteers on whistleblower protections and procedures
- Monitor compliance with all whistleblower protections under the Act
- Ensure that all disclosures are managed in accordance with the Act and this policy

Procedures for Handling Disclosures

- All disclosures will be promptly assessed and, where appropriate, investigated in accordance with the principles of procedural fairness.
- The whistleblower will be informed of the progress and outcome of the investigation, where possible and appropriate.
- All records relating to disclosures will be kept securely and confidentially.
- Procedural fairness will be afforded to any person who is the subject of a disclosure.

Alternate Handling option

You may elect to have your Disclosure dealt with as a Complaint or Feedback instead. Should you do so, your Disclosure will be dealt with in accordance with our Complaints and Feedback system. A Disclosure that does not qualify as a Whistleblower disclosure will be treated as a Complaint or Feedback. The Whistleblower protections mentioned above do not apply to Complaints and Feedback.



Rural City of
Wangaratta

Whistleblower Policy –
Aged Care Act 2024

4

Alignment with Act Language

This policy adopts the language and definitions of the Aged Care Act 2024 (Cth) to ensure clarity and legal compliance.

Concurrent Operation with State Laws

This policy operates alongside any applicable State or Territory whistleblower protections. Where there is any inconsistency, the policy will be interpreted to provide the greatest protection to whistleblowers.

Roles and responsibilities

All Council staff, Councillors, contractors, volunteers, and agents are responsible for reporting suspected misconduct or breaches of the Aged Care Act 2024. Managers and supervisors must ensure staff are aware of this policy and support a culture of openness.

The Whistleblower Protection Officer is responsible for receiving, assessing, and coordinating the investigation of disclosures, and for ensuring the protection of whistleblowers. All disclosures are to be dealt with in accordance with any relevant law. Any breaches of the Aged Care Act, issues relating to the suitability of a registered provider or responsible person, or matters that fall under the Serious Incident Response Scheme must be reported to the Aged Care Quality and Safety Commission.

Breaches

Breaches of this policy, including victimisation of whistleblowers or failure to act on disclosures, may result in disciplinary action and/or legal consequences in accordance with Council's Enterprise Agreement and the Aged Care Act 2024.

Monitoring and evaluation

Council will monitor the effectiveness of this policy through regular review of whistleblower disclosures, outcomes, and feedback. Reporting on the implementation of this policy will be provided to the Corporate Management Team and Council as appropriate.

Definitions

Protected Information: Information that identifies or is likely to identify a discloser, or information obtained as a result of a qualifying disclosure.



Whistleblower: A person who makes a disclosure under this policy.

Disclosure: A report of suspected misconduct, serious wrongdoing, or breach of the Aged Care Act 2024.

Misconduct: Includes unsafe or poor-quality care, neglect, abuse, fraud, dishonesty, or breaches of the law or standards under the Aged Care Act 2024.

References

- Legislation:
- Aged Care Act 2024 (Victoria)
 - Privacy and Data Protection Act 2014 (Victoria)
 - Protected Disclosure Act 2012 (Victoria)
- Internal policies:
- Councillor Code of Conduct
 - Staff Code of Conduct

Review

Any change or update which materially impacts and/or alters this policy must be approved by the Director Corporate Services. Otherwise, the policy will be reviewed by the Manager People and Governance every three years, or earlier if required by changes to the Aged Care Act 2024 or related legislation.

Version History		
Version Number	Date of change	Reasons for change
Initial Draft	20 Oct 2025	Implementation



Rural City of
Wangaratta

Draft Domestic Animal Management Plan

2025 - 2029



Contents

INTRODUCTION 3

RURAL CITY OF WANGARATTA PROFILES 5

DOMESTIC ANIMAL STATISTICS AND DATA 6

ANIMAL MANAGEMENT STAFFING AND STRUCTURE 7

COMMUNITY COMPLIANCE TEAM OVERVIEW 8

TRAINING OF AUTHORISED OFFICERS 9

REGISTRATION AND IDENTIFICATION 10

NUISANCE 15

DOG ATTACKS 19

DANGEROUS, MENACING AND RESTRICTED BREED DOGS 23

DOGS ON-LEASH POLICY 24

OVERPOPULATION AND HIGH EUTHENASIA 28

DOMESTIC ANIMAL BUSINESSES 31

EMERGENCIES AND ANIMAL MANAGEMENT 33

ANNUAL REVIEW OF “PLAN” AND ANNUAL REPORTING 33

APPENDIX 1 – Local Law 1 of 2025 34

INTRODUCTION

Purpose of this Domestic Animal Management Plan

Councils in Victoria are required under Section 68A of the Domestic Animals Act 1994 (**“the Act”**) to prepare and implement a Domestic Animal Management Plan (the “Plan”) at four-year intervals with the objective of outlining Council’s plans for animal management. The Plan is sent to Animal Welfare Victoria part of Agriculture Victoria.

The purpose of the “Plan” is to:

- Document programs and strategies that will assist the Rural City of Wangaratta to meet its animal management responsibilities;
- Assist pet owners to increase their knowledge of responsible pet ownership, community safety and awareness;
- Maximise the number of cats and dogs registered within the municipality; and
- Comply with the relevant provisions of the Act.

DOMESTIC ANIMAL MANAGEMENT PLANS

Under **Section 68A of the Act**, every Council must prepare a Domestic Animal Management Plan, as follows:

Every Council must, in consultation with the Secretary, Agriculture Victoria, prepare at 4-year intervals, a Domestic Animal Management “Plan”.

A Domestic Animal Management Plan prepared by a Council must:

- Set out a method for evaluating whether the animal control services provided by Council in its municipal district are adequate to give effect to the requirements of the Domestic Animals Act 1994 and the Domestic Animals Regulations 2015;
- Outline programs for the training of authorised officers to ensure that they can properly administer and enforce the requirements of the Act in the Council’s municipal district; and
- Outline programs, services and strategies which the Council intends to pursue in its municipal district:
 - to promote and encourage the responsible ownership of dogs and cats; and
 - to ensure that people comply with the Act, the Regulations and any related legislation; and
 - to minimise the risk of attacks by dogs on people and animals;
 - to address any over-population and high euthanasia rates for dogs and cats; and
 - to encourage the registration and identification of dogs and cats; and
 - to minimise the potential for dogs and cats to create a nuisance; and
 - to effectively identify all dangerous dogs, menacing dogs and restricted breed dogs in that district and to ensure that those dogs are kept in compliance with the Act and the Regulations; and

- Provide for the review of existing orders made under the Act and local laws that relate to the Council's municipal district with a view to determining whether further orders or local laws dealing with the management of dogs and cats in the municipal district are desirable; and
- Provide for the review of any other matters related to the management of dogs and cats in the Council's municipal district that it thinks necessary; and
- Provide for the periodic evaluation of any program, service, strategy or review outlined under the "Plan"

Every Council must:

- Review its "Plan" annually and, if appropriate, amend the "Plan"; and
- provide the Secretary with a copy of the "Plan" and any amendments to the "Plan; and
- publish an evaluation of its implementation of the "Plan" in its annual report.

RURAL CITY OF WANGARATTA PROFILES

Demographic and Council Profile

The Rural City of Wangaratta is located in north east Victoria, with a total population of approximately 30,169 residents. The Rural City covers an area of 3,644 sq. km.

The municipality is truly diverse. At the start of Victoria's high country, Wangaratta is a tourist haven with enviable food and wine offerings, a multitude of natural tracks and trails to be explored and activities for those seeking adventure or a place to unwind.

Extensive waterways provide a stunning natural environment, important resources for agriculture as well as numerous recreational opportunities. Productive agricultural land is also key to sustaining this unique food and wine region.

Key national road and rail routes pass through Wangaratta which provides exceptional access for the transport of goods and people. Wangaratta incorporates both the Hume Freeway and the North Eastern Railway Line, both critical links between Melbourne and Sydney.

While Wangaratta's traditional manufacturing base remains a key economic driver, other sectors of the economy are becoming increasingly important and supporting a more diverse economy.

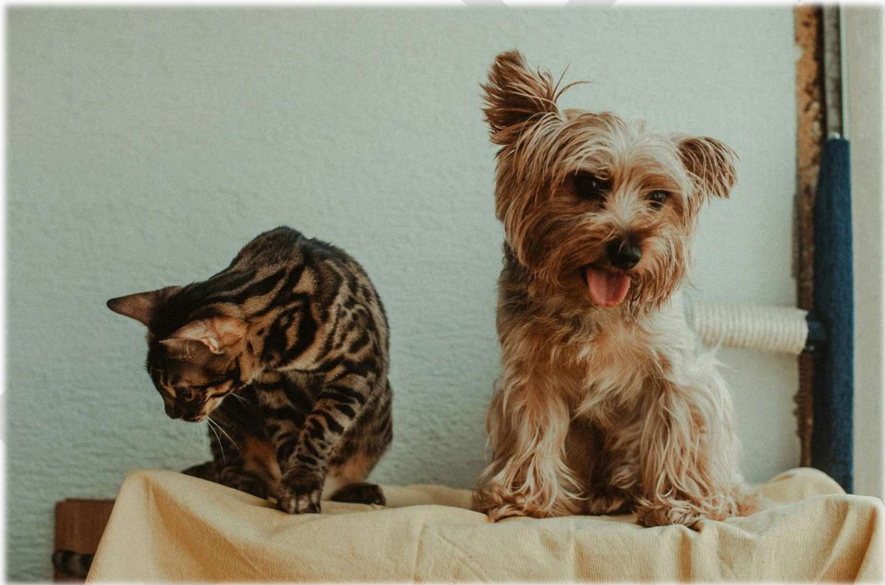
Healthcare, education and administrative services are growing and providing additional local employment. Property services and construction have also been expanding and are major contributors to regional wealth.

With a growing population, diverse economic base, thriving tourism sector and stunning natural environment, the Rural City of Wangaratta will continue to deliver business, lifestyle and investment opportunities into the future.

DOMESTIC ANIMAL STATISTICS AND DATA

Category	2022/23	2023/24	2024/25
Dogs			
Number Registered	4258	4367	4074
Cats			
Number Registered	1453	1439	1253

As per the above table, the municipality is currently in a good position in relation to animal registrations. The rate of animals registered has remained steady over the past three financial years. This may be attributed to an increase in public education as well as the introduction of reminder messages being sent to mobiles along with pro-active registration follow-up.



7

Draft Domestic Animal Management
Plan 2025 - 2029

ANIMAL MANAGEMENT STAFFING AND STRUCTURE



COMMUNITY COMPLIANCE TEAM OVERVIEW

Services provided to the community relating to Animal Management

The Community Compliance team is responsible for the animal management function provided by Council. Key activities include:

- impounding of domestic animals and livestock;
- managing of complaints relating to domestic animals and livestock;
- promoting responsible pet ownership in the community;
- investigating dog attacks;
- ensuring compliance with legislation and the various codes of practice relevant to domestic animals and livestock;
- domestic animal registration process;
- investigating animal welfare issues;
- management of domestic animal businesses;
- providing advice to owners and the general community in relation to domestic animals;
- after hours domestic animals and livestock emergencies; and
- prosecute breaches of the Domestic Animals Act 1994, Impounding of Livestock Act 1994 and Prevention of Cruelty to Animals Act 1986.

Wangaratta Rural City Council's Local Laws relating to Animal Management

The relevant extract of Local Law No 1 Community Amenity 2025 is found in **Appendix 1** and relates to many aspects of animal management in the municipality. This includes limits on the number of animals that can be kept (without the requirement for an excess animal permit), the general keeping of animals (animal welfare) and fencing.

TRAINING OF AUTHORISED OFFICERS

Current and Planned Training

A variety of training is offered and provided for all Authorised Officers. Training options are annually reviewed to ensure relevant and up to date material is provided. The training options include animal handling courses, investigation and statement taking courses, prosecution courses, information technology courses and industry related seminars, conferences and briefings from the Agriculture Victoria, Municipal Association of Victoria (MAV), Australian Institute of Animal Management (AIAM) and other relevant associations.

Objective 1:

Develop and maintain a training register for individual officers detailing completed and proposed training to maintain skills and knowledge.

Activity	When	Evaluation
Record each officer's name, completed training, along with proposed additional training opportunities in the HR training database	Ongoing	Annually review to ensure accuracy and to determine whether proposed training goals have been met for each Officer. This is achieved through the Council's annual review process.
Staff attendance at industry related seminars and training, such as: <ul style="list-style-type: none">▪ Breed Identification▪ Agriculture Victoria▪ Animal Welfare Victoria▪ Seminars▪ Dog Bite Minimization & Bite Stick Training	As offered	Review attendance against individual officer's training record.

REGISTRATION AND IDENTIFICATION

All dogs and cats over the age of 3 months must be registered with the municipality as per Section 10 (1) of “The Act”. All animals must also be microchipped before registration can be accepted by Council.

New animal registrations for cats and dogs can be made in person at Council's Customer Service Centre between 8.30am – 4.30pm Monday – Friday or by mail with the appropriate payment and copies of relevant information and ownership proof required to: Rural City of Wangaratta, PO Box 238, Wangaratta VIC 3677.

Registration forms can be downloaded online from Council's website <http://www.wangaratta.vic.gov.au> or collected from the Council's Customer Service Centre.

Council has a contract with Albury City Council to provide pound facilities. Animals that are not registered and/or not micro-chipped must be both registered and micro-chipped prior to release and can be done at the Albury Animal Care Centre or at Council's Customer Service Centre. Animals will be release when the appropriate fee has been paid by the owner.

Under Section 11 of “The Act”, animal registration periods expire on 9 April each year. Animal renewal notices are sent out every year in late February or early March, allowing pet owners to renew their animal's registration either online or in person. Council audits the registration renewal process every year to ensure animal registrations are renewed.

Animals found unsecured or ‘at-large’ from their property that are identifiable by means of a microchip, Council registration and Council identification tag have a higher chance of being reunited with their owners in a timely fashion. When dogs and cats are outside of the owner's premises, Council identification tags must be worn as required under Section 20 of the Act.

The registration of animals provides the Rural City of Wangaratta with an understanding of the level of pet ownership in the community and in turn this helps Council plan for services, information and programs associated with responsible pet ownership programs in particular areas of the community.

Registration fees help fund the services provided by the Council in relation to animal management and the Animal Welfare Victoria's responsible pet ownership campaigns and programs that are available within the municipality.

Council has entered into agreements under Section 84Y of “The Act” with veterinary practices within the Municipality which allows for the veterinary practices to scan animals for microchips and return the animals to their owners, as well as provide veterinary services to Council in regards to animal welfare and emergency services. Vets notify council of the any returned animals and records updated. Enquiries regarding animal registrations are then followed up by Authorised Officers.

Current and Education Activities

Current education/promotion of registration and identification activities include:

- publicising the requirement to register pets over the age of three months in the Wangaratta Chronicle, Wangaratta Rural City Community Connect, social media and Council's on hold phone messages;
- animal registration renewal notices are mailed out in late February or early March each year for currently registered animals;
- council lifetime identification tags are obtained by pet owners on payment of the relevant registration fee;
- pro-active door knocks and follow ups on animal registrations take place following the registration period; and
- brochures included in newly registered animal notices provide information regarding the importance and requirements of registration.

Current Compliance Activities

Current compliance activities for registration and identification include:

- SMS messaging to all non-renewed domestic animals advising of expiry of registration and possible penalties for failing to renew registration;
- “Warm” calling of non-renewed domestic animals with payment taken over the phone and advising of possible infringements if not renewed by certain date;
- door knock audit conducted each year for animal registrations that have lapsed;
- door knocks targeting properties with no animals registered to identify any unregistered animals at the premises;
- ensuring impounded and unregistered animals are micro-chipped and registered prior to release;
- issuing notices and/or infringements for animals found unregistered and wandering at large;
- prosecuting owners of unregistered animals where infringements remain unpaid, and animals remain unregistered;
- investigating Domestic Animal Business (DAB) notifications of animals being sold or given away to residents in the municipality without a “Source” number;

Summary

The number of unregistered animals that enter Wangaratta Council's holding facility and Albury Animal Care Centre is still of a high rate, which suggests a large number of unregistered animals exist within the municipality.

The Council is currently recording data to determine the percentage of unregistered animals impounded and from where the owner resides. Such data will allow the Council to focus on education and compliance activities in locations where higher rates of unregistered animals are found. These activities will include annual municipality wide door knocking of premises.



13

Draft Domestic Animal Management Plan 2025 - 2029

Our Plans

Objective 1:

To decrease / minimise the total number of properties required for the annual door knock audit.

Activity	When	Evaluation
Educate residents of the animal registration renewal period by means of advertising/media releases, mailing of renewal notices and by placing A Frame signs in areas where high levels of un-registered animals are Kept.	March to May Annually	Review media release types available each year to determine most effective advertising.
Ensure each property is audited and infringements issued where animals found to be unregistered.	July to August Annually	Record total number of properties visited and infringements issued and compare to previous results.
Ensure animal registrations have been renewed and infringements paid. Lodge unpaid infringements with Fines Victoria or Magistrates Court.	September to October Annually	Record total number of infringements unpaid and animal registrations still unregistered and compare to previous results.
Seize animals still found to be unregistered where matter found proven in Court or infringement unpaid.	Month after the Date	Provide media releases to send the strong message for responsible pet ownership and compliance.
Mail out of infringements for failing to renew animal registrations where animals are not departed or deceased on council database following mail out of registration renewal notices.	May and throughout the year	Review of numbers of animals registered compared against infringements issued for failing to renew registration.

Objective 2:

Maintain or increase dog and cat registrations.

Activity	When	Evaluation
Ensure all seized and impounded animals are registered to their owner prior to release.	Prior to every release	Review annual registration numbers. Review number of dogs and cats being seized and impounded who are not registered to their owner.
Proactive door knocking in areas believed to have high number of unregistered animals via impound stats, to check for unregistered and un- identified dogs and cats Effective advertising prior to audit.	Annually	Review annual increase in registration numbers. Review number of dogs and cats being seized and impounded who are not registered to their owner.
Compare council animal database against lists of microchipped animals supplied by licensed database registries.	Annually	Review annual list of animals microchipped to Wangaratta address.
Conduct “warm” calling of all owners of animals with contact numbers to accept payment over phone and advise of infringements if not renewed by 1 July.	Annually	Review annual registration numbers for comparison against outstanding Registrations.
Distribute SMS messages to all outstanding domestic animal registrations advising of expiry of registration and possible issuing of infringements.	Annually	Review annual registration numbers for comparison against outstanding registrations.

15

Draft Domestic Animal Management
Plan 2025 - 2029

NUISANCE

Current Situation

Type of Nuisance	2022/2023	2023/2024	2024/2025
No. of barking dog complaints received	51	61	63
No. of cat traps hired	155	95	120

Council currently has 15 traps available for hire by the community. All traps are out on loan at any one time unless council officers are undertaking community cat trapping program to reduce feral cat numbers in identified problem areas.

Legislation/Local Law Overview

The Act regulates the dog and cat nuisance issues relating to noise, trespassing and wandering animals. In addition to the Act, the Local Law (No. 1 of 2025) helps to minimise nuisances occurring as outlined below.

Local Laws Relating to nuisance

Local Law No. 1 of 2025 – Community Amenity (and the supporting Local Laws Policies) outlines the requirements for the keeping of animals in residential areas and restricts both the number and type of animals that a resident can keep on a residential property without a permit. (*Appendix 1*).

This includes requirements regarding animal accommodation and the need for an owner or occupier of land to ensure that all animals on that land are housed in a clean, inoffensive and sanitary condition.

Council Policies for nuisance complaints**Barking Dogs**

The Council acknowledges the impact barking dogs have on the lifestyles of residents and is continually seeking ways to shorten the barking resolution process. Officers consider the barking dog procedure to be a living document and they continually seek ways to improve processes. Council has trialled electronic barking monitors with varying success and will seek to improve on evidence gathering to reduce the onus on residents.

Electronic devices somewhat achieve this and have resulted in successful remediation in a couple of cases. Council also has a standard operating procedure for barking dog complaints to ensure all complaints received are handled in the same consistent manner by all Authorised Officers. The procedure steps out the required processes involved to investigate the complaint, liaise with the dog owner and surrounding neighbours. This process also involves the requirement of the complainant to agree to attend the Magistrates' Court to give evidence of the alleged offence, as well as contacting the Dispute Settlement Centre Victoria in the first instance to attempt mediation prior to council involvement.

Where nuisances are found to be proven pursuant to Section 32 of the Act, the Council can issue notices to the dog owner to abate the nuisance, issue infringements and/or have the matter heard in the Magistrates Court to seek an order from the local Court for the owner to abate the nuisance.



Cats and Dogs at Large

The Community Compliance Team have developed a Domestic Animal Procedure for dealing with domestic animals found at large. In circumstances where repeat offences for roaming/trespassing cats/dogs are found and the issuing of infringements and relevant impound release fees have not encouraged the pet owner to adequately secure the cat or dog to its property, Council will consider withdrawing Infringements to instead pursue the matter in the Magistrates' Court. This may result in a Court Order to require the owner to carry out works to ensure the animal is not able to escape from the owner's premises.

Rural City of Wangaratta is proposing to introduced an after-hours animal holding area. Dogs that are found by the community after-hours will be able to contact authorised officers and work through the process to place the dog in the secure cage for animal welfare and community safety. Prior to this facility being built, residents can continue to use veterinary facilities that allow a similar service. This has and will enable contact free dog drop off and collection.

Current Education/Promotion Activities relating to nuisance animals

- Providing barking dog information kits.
- Providing information relating to building cat enclosures.
- Information provided on the Council's website.
- Providing information brochures from Animal Welfare Victoria to the public.
- Articles in the Wangaratta Chronicle, Council website and social media.
- Encouraging the de-sexing of cats and dogs to reduce wandering and creating a nuisance.
- Encouraging dog owners to seek advice from professional dog trainers and trial barking dog citronella collars.

Current Compliance Activities relating to nuisance animals

- Investigating nuisance complaints in a timely manner to ensure minimal timeframes.
- Sending out barking dog formal complaint statements and barking dog log sheets with Statutory Declarations attached.
- Trial electronic bark detection and recording devices to speed up the resolution of barking dog complaints.

- Report outcomes of prosecutions when appropriate regarding each area of nuisance to local media to raise awareness in the community of the benefits of preventing dog and cat nuisance.
- Issuing notices to comply, notices of objection, infringements where necessary and taking the matter to the Magistrates' Court.
- Providing cat traps to residents.

Summary

In order to reduce animal nuisance problems in the community, Council will continue promoting and providing education and compliance activities while striving to improve the activities and identify/trial new initiatives.

Council will continue the cat trapping program to ensure the program is promoted efficiently and provides assistance to residents and continue media releases relating to the Council's stance on compliance with nuisance type complaints.

Our Plans

Objective 1:

Investigate and develop a Cat Containment Policy

Activity	When	Evaluation
Investigate a Cat Containment policy	2025	Review similar guidelines and policies implemented by other Victorian Councils.
Seek Community Feedback	2025/2026	Seek community feedback on the proposed policy via surveys and direct community consultation. Gather responses and provide feedback to the policy.
Implement	2026/2027	Finalise and implement new policy and provide community support throughout the implementation.

Objective 2:

Investigate and develop a Mandatory Cat De-sexing Policy

Activity	When	Evaluation
Investigate Mandatory Desexing	2026	Review similar policies implemented by other Victorian Councils
Seek Community Feedback	2026	Seek community feedback on the proposed policy via surveys and direct community consultation. Gather responses and provide feedback to the policy
Implement Policy	2026/2027	Finalise and implement new policy and provide community support throughout the implementation

DOG ATTACKS**Current data**

Authorised Council Officers investigate dog attack reports thoroughly. Evidence pertaining to the incident is collated to formulate a prosecution brief. This includes taking statements from all parties involved, vet/medical reports, photographs and providing a summary with recommendations.

The brief is then reviewed by the Compliance Coordinator who makes further recommendations to the Manager of Economic Development, Environment and Compliance in order for Council to decide on an appropriate course of action.

Possible courses of action include:

- infringements (where non-serious injuries sustained);
- menacing/Dangerous Dog Declaration;
- prosecution in Magistrates' Court;
- seek destruction/compensation orders by Magistrates;
- seek surrender of attacking dog;
- seek mediation between parties; and
- obtain a letter of no complaint from the complainant to allow Officers to take no further action.

Where injuries have occurred to a person or another animal by a dog that is of a serious injury (as defined by the Domestic Animals Act 1994), Council will strive to have the matter heard in the Magistrates' Court if evidence is sufficient to form a prosecution.

Media releases of such results are also used to educate the community and promote responsible pet ownership. Animal registration fees include a subsidy to Agriculture Victoria, which help fund programs such as responsible pet ownership in schools, pre-schools, maternal health centres, hospitals.

Current Education/Promotion Activities

- Reporting outcomes of all dog attack prosecutions to local media to raise awareness in the community of the need to report dog attacks and the Council's action in relation to attacks to promote responsible pet ownership.
- Media releases relating to livestock attacks.
- Providing new residents with animal registration information.
- Promoting the effective confinement and control of dogs.
- Promoting puppy socialisation and obedience training.

Current Compliance Activities

- Investigating dog attacks thoroughly.
- Seizing and holding attacking dogs pending investigation/prosecution.
- Providing an after-hours service to respond to reports of aggressive or attacking dogs.
- Prosecuting matters pursuant to the Domestic Animals Act 1994.
- Issuing infringements for wandering dogs.
- Issuing infringements for minor attacks where non serious injury sustained.
- Proactive declarations for Menacing or Dangerous Dogs. Seeking destruction Orders from Magistrates' Court where necessary.
- Seeking confinement Orders from Magistrates' Court for dogs continually found wandering or not confined to property.
- Proactive patrols of parks and streets for wandering dogs.
- Proactive patrols for guard dogs on non-residential premises.
- Recording data of reported dog attacks in the municipality.
- Seizing impounded dogs in circumstances where the owners' properties are believed to be unsecure and ensuring animal can be secured prior to the release of the dog back to the owner.

Summary

The Rural City of Wangaratta will continue administering the Act and ensure compliance is met where any breach is detected.

Our Plans**Objective 1:**

Provide targeted education and compliance campaigns in areas where data reporting shows higher numbers of dog attack incidents.

Activity	When	Evaluation
Collate and record data for dog attacks reported including date/time, suburb, dog type, dog attack on animal/person, dog unsecured/off lead, dog unregistered, gender.	Ongoing	Evaluate data annually to determine areas requiring specific education/compliance activities.
Initiate Education/Compliance Activities in the targeted areas to aim to reduce future incidents and to report roaming dogs etc. to prevent attacks occurring.	Annually	Evaluate this activity (and overall objective) by comparing number of dog attacks reported to council pre and post campaign.

Objective 2:

Education on the requirement to have all dogs on leash in public areas as noted in the Domestic Animals Act 1994 Section 26 (Dog on leash) Order.

Activity	When	Evaluation
Educate on Council's On-Leash Policy	Ongoing	Further promotion and education of the current legislation, policies, and on-leash and off-leash areas.

Objective 3:

To minimise the incidence of dog attacks in the community.

Activity	When	Evaluation
<p>Providing proactive education/Compliance activities in the targeted areas of higher dog attack incidents.</p> <p>Educating key dog attack prevention messages (e.g., confinement of dogs to property, leash laws) through media articles, mail outs, website information. Actively patrol areas for roaming, unsecure and/or unregistered dogs.</p>	Ongoing	<p>Compare number of reported dog attack incidents pre and post campaign.</p> <p>Consider a community survey pre and post campaign, to measure any changes in knowledge about dog attack prevention.</p> <p>Record type and number of education materials distributed.</p> <p>Numbers of campaign patrols conducted. Number of media articles published.</p>
Inform the community of outcomes of dog attacks prosecuted in Court.	Ongoing	As occurs.
Set key performance indicators for Officers to complete dog attack investigations within a 6-week timeframe	Ongoing	Review complaints annually to evaluate percentage completed within timeframe.

DANGEROUS, MENACING AND RESTRICTED BREED DOGS

Current situation – Declared dogs currently registered within the municipality

The Rural City of Wangaratta has the following declared dogs currently registered within the municipality as of 1 July 2025:

Registered restricted breed dogs	0
Registered declared dangerous dogs	0
Registered declared menacing dogs	2

The Act defines restricted breed dogs as any one of the following breeds:

- Japanese Tosa
- Fila Brasileiro
- Dogo Argentino
- Perro de Prasa Canario (or Presa Canario)
- American Pit Bull Terrier (or Pit Bull Terrier)

Owners of restricted breed dogs are required to abide by specific regulations, in particular; secure enclosures, warning signs on premises, having the dog muzzled and on a lead at all times in public, as defined by the Act and the Domestic Animals Regulations 2005 (the Regulations).

The Council must register all dangerous/menacing/restricted breed dogs with the Victorian Dangerous Dog Register (VDDR). This is a database that records all declared dogs for all relevant parties to see. Any dangerous, menacing and restricted breed dog entered into the VDDR is declared for the life of the animal and cannot be revoked by the Council. Microchip registries are also updated.

As of July 2025, there are two declared menacing or dangerous dogs in the municipality.

Dogs On-Leash Policy

In the Rural City of Wangaratta, the dog on-leash policy plays a vital role in promoting responsible pet ownership and ensuring public safety. Section 26 of the Domestic Animals Act 1994 states that councils are empowered to designate where dogs must be leashed and enforce requirements through local laws.

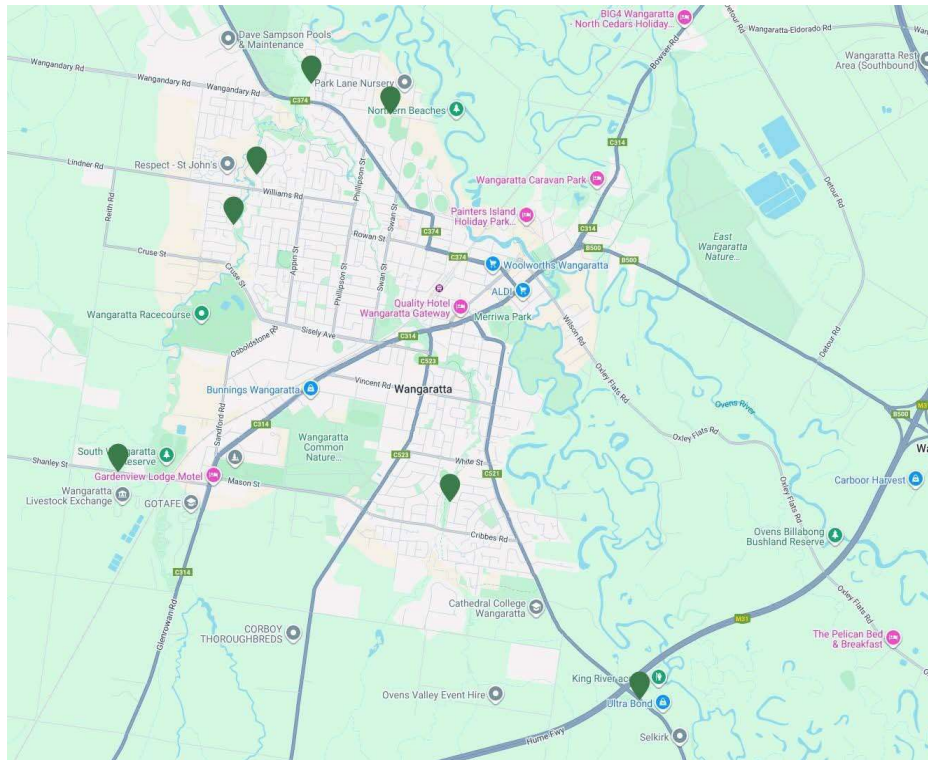
Dogs must be kept on a leash in all public areas unless explicitly designated as off-leash zones. This requirement helps prevent incidents involving uncontrolled dogs and supports harmonious community interactions and protects local wildlife. Council Compliance Officers actively monitor compliance, and infringements may be issued for breaches of this policy.

The following are Wangaratta's designated off-leash areas:

- Collyn-Dale Drive Parkland
- Creek View End Reserve
- Mitchel Avenue Dog Park
- Northern Beaches
- South Wangaratta Reserve
- Targoora Park
- Willow Park Reserve

Draft Domestic Animal Management Plan 2025 - 2029

Map View:



To support dog owners, the Council provides clearly marked off-leash parks where dogs can freely exercise under supervision.

The policy is reinforced through community education, signage, and ongoing engagement to encourage respectful and lawful behaviour.

Current Education/Promotion Activities

- Promoting the 'Dangerous Dog Hotline' (136 186).
- Media releases relating to legislation/changes/updates.
- Media releases relating to differences between Restricted Breed dogs and Dangerous Dogs.
- Providing information relating to declared, guard and menacing dogs.

Current Compliance Activities

- Ensuring all declared dogs are registered on the VDDR.
- Regularly conducting inspections on premises housing declared dogs to ensure compliance.
- Seizing dogs suspected of being Restricted Breed Dogs.
- Dog declarations made where applicable.
- Prosecution/Infringements issued for any determined breach.
- Assessing suspected restricted breed dogs via the gazetted standard.
- Flagging certain breeds from registration database for assessment.
- Conduct proactive patrols after hours for unregistered guard dogs (dangerous dogs).

Our Plan**Objective 1:**

Ensure declared dogs are compliant to relevant legislation and regulations.

Activity	When	Evaluation
Random property inspections of declared dogs to ensure compliance.	Ongoing	Review checklists as occurs.
Prosecute repeat offenders or serious breaches detected.	As occurs	As occurs.
Educate the community about what is a declared dog.	Ongoing	Review complaints received.

Objective 2:

Flag certain breeds on registration database for restricted breed assessment.

Activity	When	Evaluation
Assess certain breeds with the gazetted standard for potential restricted breed dogs.	Ongoing	Number of Restricted Breeds Declared from registration database.
Cross reference microchip database information for potential restricted breed dogs requiring assessment.	Ongoing	Number of declarations compared to number of assessments.



OVERPOPULATION AND HIGH EUTHENASIA**Current situation**

Category	2022/2023	2023/2024	2024/2025
Dogs			
Brought in by Council	130	123	115
Brought in by public*	53	42	20
Adopted for the year	52	35	21
Euthanised for the year	16	20	23
Reclaimed for the year	97	95	88
Category	2022/2023	2023/2024	2024/2025
Cats			
Brought in by council	240	231	224
Brought in by public*	205	101	29
Adopted for the year	232	90	40
Euthanised for the year	102	170	195
Reclaimed for the year	49	34	19

*Includes animals surrendered by members of the public

Council is experiencing a large stray cat problem, particularly in relation to rural properties. Pro-active trapping programs at rural locations has seen a large increase in the number of feral cats impounded by council officers and subsequently being euthanised due to health issues and the effects of inbreeding amongst the local population. This has seen an increase in the euthanasia rate amongst cats in the Municipality. While cat euthanasia rates are slightly higher than the average, the percentage of cats euthanised will continue to be relatively high due to the amount of stray and/or feral cat population which breed out of human control.

Current Education/Promotion Activities

- Promoting benefits of de-sexing to decrease wandering animals.
- Promoting appropriate pet selection for the owner and accommodation.
- Promoting cat enclosures and build your own cat enclosures.

Current Compliance Activities

- Cat trapping program - traps are available to all residents within the municipality and are free of charge.
- Enforcement of current Legislation in relation to Cats found trespassing.
- Investigating unregistered breeding establishments.
- Micro-chipping all unregistered impounded animals prior to release to the owner.
- Enforcing the Local Laws relating to prescribed number of animals on a property.

Our Plans

Objective 1:

Continue encouraging desexing of animals.

Activity	When	Evaluation
Discount registration fees for cats and dogs that are desexed to encourage registration of animals over 3 months of age.	Ongoing	Number of new animals registered in category each year.

Objective 2:

Identify illegally operated Domestic Animal Breeding (DAB) Establishments in the municipality and ensure compliance and/or close down.

Activity	When	Evaluation
Media campaigns to raise awareness of DAB definition and code of practices that must be adhered to.	Ongoing	Evaluate number of complaints received and properties identified during inspection or otherwise.
Investigate advertisements of pets for sale.	Ongoing	Mandatory microchipping of animals from breeding establishments.
Audit DAB's randomly to ensure compliance.	Ongoing	Number of audits compared to number of follow ups required.

DOMESTIC ANIMAL BUSINESSES

Current Data

In Victoria, the Domestic Animals Act 1994 defines Domestic Animal Businesses as any of the following:

- (a) an animal shelter, Council pound or pet shop; or
- (b) an enterprise which carries out the breeding of dogs (other than GRV greyhounds) to sell, if the enterprise has 3 or more fertile female dogs and the proprietor is not a recreational breeder; or
- (c) an enterprise which carries out the breeding of cats to sell, if the enterprise has 3 or more fertile female cats and the proprietor is not a recreational breeder; or
- (d) an enterprise which trains or boards dogs (other than GRV greyhounds) or cats for the purpose of profit; or
- (e) an enterprise which rears or keeps dogs (other than GRV greyhounds) or cats—
 - i. for the purpose of profit or sale; or
 - ii. for a fee or for exchange of services.

There are currently seven registered domestic animal businesses within the municipality as of July 2025. These include 3 boarding establishments, 3 breeding establishments.

The Albury Animal Care Centre manages the Council animal pound for Wangaratta. The contract for this service is due to expire on 30 June 2027. Council will consider in FY2026/2027 how the service is to be provided into the future.

Registered domestic animal businesses are audited both randomly and on receipt of complaints.

Council actively investigates the presence of animal businesses to ensure compliance with the relevant codes of practice and legislation.

Current Education/Promotion Activities

- Providing information to registered domestic animal businesses.
- Promoting Animal Welfare Victoria information and codes of practices.
- Advertising new legislation amendments.

Current Compliance Activities

- Annual audits.
- Random audits during peak seasons for particular businesses.
- Investigating reports.
- Monitoring advertising sites.
- Renewal / Registration process.
- Inspecting suspected unregistered domestic animal businesses.
- Liaising with Planning Department to ensure planning conditions are adhered to practice.

Objective 1:

Ensure domestic animal businesses are compliant with relevant legislation and codes of practice.

Activity	When	Evaluation
Monitor the Council's registration database for owners with 3 or more fertile females.	Ongoing	Compliance with local laws and related legislation.
Encourage de-sexing of animals by reducing registration fees for desexed animals.	Ongoing	Relevant registration accepted.
Conduct searches for unregistered domestic animal businesses via internet/media/newspapers.	Ongoing	Relevant action taken.

EMERGENCIES AND ANIMAL MANAGEMENT

The Rural City of Wangaratta is committed to creating and implementing an Animal Management Welfare Plan. This will outline Council's approach to managing animal welfare during emergencies, including bushfires, floods, disease outbreaks, and evacuations. It will compliment the Municipal Emergency Management Plan and supports the Victorian Emergency Animal Welfare Plan.

Council's Compliance Team plays a central role in implementing the plan, supported by agencies such as Agriculture Victoria, DEECA, RSPCA, and the Australian Veterinary Association. Emergency Relief Centres are equipped to temporarily house and care for displaced animals, with procedures for identification, veterinary triage, and containment.

Animal owners retain primary responsibility for their animals, and the plan will encourage proactive emergency planning, including evacuation kits and safe relocation options. Council staff are trained annually, and inter-agency collaboration ensures a coordinated response.

ANNUAL REVIEW OF "PLAN" AND ANNUAL REPORTING

As per 68A (3) of the Act, the Council will review its Domestic Animal Management Plan annually to assess whether any amendments are necessary in order to ensure the Plan is relevant and can be completed within the required timeframes.

In the final year of the Plan (2029), the Council will undertake a major review and prepare the next Domestic Animal Management Plan for the 2030-2034 period.

APPENDIX 1 – Local Law 1 of 2025**PART G – ANIMAL MANAGEMENT****40. APPLICATION OF THIS PART****40.1** This Part does not apply to:

- 40.1.1 an Animal Shelter owned or contracted by Council;
- 40.1.2 a registered Animal Hospital or Veterinary Surgeon Practice;
- 40.1.3 any Animal keeping permitted by the Municipal Planning Scheme; or
- 40.1.4 any Animal in respect of which a Permit has been issued by another public authority.

41. LIMITS ON NUMBER OF ANIMALS KEPT**41.1** A Person must not, without a Permit, on any land in a Residential Area or a Commercial Area:

- 41.1.1 keep or allow to be kept any more of each species or group of Animals than is stated in Table 1 in this Clause 41; or
- 41.1.2 keep or allow to be kept any more than three (3) different species or groups of Animals listed in Table 1 in this Clause 41, at any time.

PENALTY: MAXIMUM TWENTY (20) PENALTY UNITS**TABLE 1**

Type of Animal or Bird	On land Less than 399m ² In Townhouse, Apartments, Flats, Units	On Land 400-999m ²	On Land 1000-3999m ²	On Land 4000m ² and Over (excludes Farm Zone)
Dogs	2	2	2	2
Cats	2	2	2	2
Poultry (except Roosters)	Prohibited	3	10	10
Roosters	Prohibited	Prohibited	Prohibited	0
Caged Birds (excluding Racing Pigeons)	3	5	10	20
Rabbits	1	2	4	4
Guinea Pigs, Ferrets and Hamsters	2	5	5	5
Reptiles	2	5	5	5
Racing Pigeons	Prohibited	20	20	20
Horse, Donkey, Alpacas or Similar	Prohibited	Prohibited	0	1 per 4,000m ²

Cattle	Prohibited	Prohibited	0	1 per 4,000m ²
Sheep & Goats	Prohibited	Prohibited	2	2 per 4,000m ²
Pigs	Prohibited	Prohibited	Prohibited	1 per 4,000m ²
Other Agricultural Animals	Prohibited	Prohibited	2	2 per 4,000m ²

*where (0) is nominated animal allowed but permit required.

42. RACING PIGEONS

42.1 A person must not keep or allow to be kept any Racing Pigeons on any land in a Residential Area or a Commercial Area unless the Racing Pigeons are housed in a properly constructed pigeon loft or similar structure which is:

42.1.1 of a height not exceeding two (2) metres;

42.1.2 at least one point five (1.5) metres from the boundary of any adjoining premises; and

42.1.3 at least ten (10) metres distance from any dwelling whether on the same or on adjoining premises.

42.2 A person must not, on any land in a Residential Area or a Commercial Area, construct or use or cause or suffer or permit to be constructed or used any pigeon loft unless it has adequate roofing, drainage and a floor paved with impervious material to the satisfaction of an authorised officer and is constructed in such a way as to be rat proof.

PENALTY: MAXIMUM TWENTY (20) PENALTY UNITS

43. REMOVAL OF ANIMAL FAECES

43.1 A person in charge of an Animal must:

43.1.1 remove any of that Animal's faeces that is deposited on any Road or Council Land; and

43.1.2 dispose of the Animal's faeces in a manner which does not cause any nuisance or health hazard to any person or detriment to the environment.

43.2 A person in charge of an Animal on any Road or Council Land must carry a Litter Device suitable to clean up any faeces left by any Animal under their care or control and must produce such device upon being requested to do so by an Authorised Officer.

PENALTY: MAXIMUM TWENTY (20) PENALTY UNITS

44. ANIMAL HOUSING

44.1 The owner of an Animal and the Owner or Occupier of the land on which the Animal is housed must ensure that:

44.1.1 the animal housing is kept in a clean and sanitary condition to the satisfaction of an Authorised Officer;

44.1.2 the size of the enclosure or other form of housing is adequate to house the number of animals;

44.1.3 the animal housing meets the welfare needs of the Animal;

44.1.4 the animal housing is maintained in good repair so as to not cause nuisance to neighbouring premises;

44.1.5 the animal housing is constructed to prevent wastewater from entering into the stormwater system or discharging to adjoining premises; and

44.1.6 the land surrounding the animal housing is kept clear of materials which may harbour vermin.

PENALTY: MAXIMUM TWENTY (20) PENALTY UNITS

45. PROVISION OF EFFECTIVE FENCING TO CONTAIN ANIMALS

The owner of an Animal and/or Livestock and the Owner of the land upon which that Animal is kept must ensure that the land is adequately fenced so as to prevent any and all Animals and/or Livestock being kept on the land from escaping from that land and straying onto any Council Land or Road or otherwise being at large.

PENALTY: MAXIMUM TWENTY (20) PENALTY UNITS

46. POWER TO IMPOUND ADDITIONAL ANIMALS

Where a Magistrate has found a person to be in breach of Clause 41 and a Permit for additional Animals has not been granted, Council may enter the land on which the Animals are being kept and seize and dispose of any Animals being kept on land in breach of Clause 41 for the purpose of sale, re-homing or destruction.

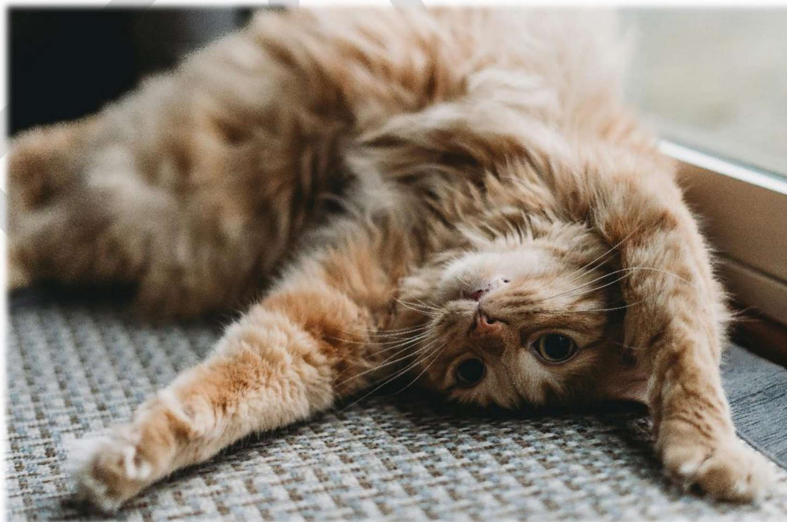
PENALTY: MAXIMUM TWENTY (20) PENALTY UNITS

47. WANDERING ANIMALS

47.1 The owner and person in charge of an animal must not allow that animal to wander from the property it is normally kept.

47.2 The owner and person in charge of an animal must ensure that the land in which the animal is normally kept is adequately fenced to prevent the animal from wandering at large.

PENALTY: MAXIMUM TWENTY (20) PENALTY UNITS





SUMMARY	ACTION
Concerned about the number of animals per household, and whether this is per household or per resident.	This relates to the local law not the DAMP. - Does not require changes to the DAMP.
Does not understand the wording for maximising registered animals in the community. Also recommending free rego days.	It is about encouraging all owners to register their animals, and rego and microchipping days are being planned. - Does not require changes to the DAMP
Concerned about higher registration rates for puppies or kittens that can't be desexed yet.	There's an option to work with council and apply for a refund when the animal has been desexed. - Does not require changes to the DAMP
Wants more action regarding domestic cats out at night	Cat containment is one of the objectives in the DAMP. Does not require changes to the DAMP
1. Would like more off-leash areas nearer to the CBD. 2. Improved signage for off-leash areas 3. More waste bags in off-leash areas. 4. Employ dedicated animal management staff	1. New off-leash areas will need to be evaluated. 2. New signage for dogs is beginning to be erected. 3. Waste bag stations are organised by the waste team. They aim to erect them in dog parks. 4. Each compliance officer has an area they focus on. - Does not require changes to the DAMP
1. Concerned about the after-hours facility, concerned about the animals being there for an extended period of time. 2. Would like to see more off-leash parks closer to the CBD. 3. Professional development for rangers in animal welfare training. 4. Council to improve data to see community behaviour around responsible pet ownership. 5. More care for seizing unregistered animals, and all animals are desexed before release. 6. Calling for consultation around cat containment. 7. Council shouldn't demonize cats	1. Animals will not be held for extended periods of time and will be attended to when reasonable within a 24-hour period. 2. New off-leash areas will need to be evaluated. 3. Council ensures all officers have had animal behaviour management training at a minimum. 4. Council will continue to improve data collection as stated in DAMP. 5. Council doesn't seize dogs based on their registration status, and doesn't require desexing before an animal release. 6. Consultation around cat containment will be had before implementation. 7. Council are not looking to demonize cats, only address the stray problem. - Does not require changes to the DAMP
Does not believe mandatory desexing of domesticated cats will help with the stray cat problem. Believes free desexing programs will better address the issue.	Mandatory desexing will aim to address the breeding of domesticated cats with stray cats. Desexing programs will be considered. - Does not require changes to the DAMP
1. Concerned about the after-hours facility, concerned about the animals being there for an extended period of time. 2. Make the DAMP less bureaucratic and more about the joy animals bring to us	1. Animals will not be held for extended periods of time, and will be attended to when reasonable within a 24-hour period. 2. The DAMP is a education tool for the public to educate on local laws and the actions and objectives council is taking relating to domestic animals. - Does not require changes to the DAMP
1. Concerned about the after-hours facility. Calling for 'very prompt' attendance from rangers and not allowing the public to put animals in the facility at will. Calling for dogs and cats to have separate facilities so cats don't have to endure barking or howling dogs. 2. Supports cat containment and mandatory desexing. Is concerned about low-income earners and their ability to train their cats or buy/build enclosures. 3. Concerned about the rates of cat adoptions. 4. Request for an off-leash area closer to the CBD	1. Attendance from rangers can range from 30 minutes to 2 hours, depending on location or workload. The public sometimes can't hold an animal for that long. The public will not be able to put animals in the facility at will and will be granted access by rangers. Dogs and cats will be in the same facility; however, they will not be able to see each other. 2. Council will work with local businesses and residents on cat enclosures and education around the issue. 3. The number of stray cats has risen, and the adoption of cats is now handled by Albury Animal Management Centre. The high adoption rate was post COVID levels. Adoption rates across the board have decreased. Council has seen a large decrease in public brought in animals. 4. New off-leash areas will be evaluated. - Does not require changes to the DAMP
1. Concerned about the after-hours facility and the lack of a Wangaratta-based pound. 2. Concerned about animal welfare prior to being dropped at the facility. 3. Concerned about the animal welfare in the facility (i.e. during hot summers) 4. Calling for a staffed facility	1. Wangaratta's pound services will be evaluated at the next tenure for pound services. 2. Rangers will evaluate the animals welfare during a phone call with the resident. 3. The facility will be equipped with adequate climate systems and resources to ensure the animals welfare. 4. A 24/7 staffed facility is not viable for Wangaratta. - Does not require changes to the DAMP
1. Concerned about the after-hours facility and the lack of a Wangaratta-based pound. 2. Concerned about animal welfare prior to being dropped at the facility. 3. Would like to outlaw animal breeding in the local area.	1. Wangaratta's pound services will be evaluated at the next tenure for pound services. 2. Rangers will evaluate the animal's welfare during a phone call with the resident. 3. Not viable in the local area. Breeding organisations must register with council and undergo regular inspections for animal welfare and record keeping reasons. - Does not require changes to the DAMP
Request for more frequent animal registrations due to cats trespassing on her property.	The cat containment policy may be implemented to address this. - Does not require changes to the DAMP
Does not support cat containment	Cat containment policy will undergo separate public consultation. - Does not require changes to the DAMP
Request for free desexing for low income earners.	Subsidies and grants will be considered. - Does not require changes to the DAMP
Concerned about cats killing wildlife.	The cat containment policy may be implemented to address this. - Does not require changes to the DAMP
Would like to see subsidised deseeding.	Subsidies and grants will be considered. - Does not require changes to the DAMP
1. Concerned about the decrease in animal registration. 2. Request removal of excess animal permits. 3. Lack of training for compliance officers. 4. Supports cat containment, is concerned if the council destroys animals based on microchip status, and does not recommend mandatory desexing. 5. Inaccurate dog attack data 6. Request for more off-leash areas, suggests the current amount does not support Wangaratta's current dog population. 7. More face-to-face education for residents. 8. No animal fees publicly available. 9. Concern about using non-local pound. 10. Would like the Emergency Animal Management Policy to be developed ASAP. 11. Concerns about animal limits.	1. The decrease in animal registrations is a trend that is being seen across similar municipalities. Possibly due to post-COVID, fewer people are adopting pets. 2. Excess animal permits are to equip compliance officers with continual oversight of a property's suitability and to house more animals than otherwise permitted. This is to ensure animal welfare and reduce the chance of nuisance complaints. 3. Compliance officers all have undergone training for domestic animal behaviour management, and one of our officers prioritises animal management over other compliance jobs. 4. Council does not destroy animals based on their microchip status. Animals are assessed based on microchipping, registration, behaviour, disease and injury before that call is made. Cat containment and mandatory desexing will undergo separate consultation. 5. Dog attack data is as accurate as possible; however, the council will continue to improve its data collection. 6. New off-leash areas will be evaluated; current off-leash areas are not at capacity. 7. Further education around domestic animals will be coordinated, and we will be working with Albury Animal Management Centre as well. 8. All council fees can be found publicly via our website. 9. Council assesses the most viable option for our pound services. The current agreement with Albury Animal Management Centre is set to finish in July 2027. 10. A Emergency Animal Management Plan is being actively worked on. 11. Animal limits are in line with most other Victorian municipalities. This is the help ensure animal welfare. - Does not require changes to DAMP

Section	Page	Change	Proposed Change	Why
	10	Replace	The RSPCA pound also take registrations from members of the public on an ad hoc basis (walk ins off the street). The Albury Animal Management Centre will also receive registration payments for impounded animals being released.	Update to reflect up-to-date information
	11	Remove wording	Current and Education Activities	Correct wording
	11	Add wording	SMS messaging to all non-renewed domestic animals owners advising of expiry of registration and possible penalties for failing to renew registration	Fix wording
	11	Add wording	“Warm” calling of non-renewed domestic animals owners with payment taken over the phone and advising of possible infringements if not renewed by certain date;	Fix wording
	13	Add wording	Educate residents of the animal registration renewal period by means of advertising/media releases, mailing of renewal notices and by placing A Frame signs in areas where high levels of un-registered animals are kept .	Fix grammar
	17	Remove wording	Council will consider withdrawing infringements to instead pursue pursuing the matter in the Magistrates’ Court.	Fix wording
	17	Add wording	Rural City of Wangaratta will are planning to introduce an after-hours animal holding drop-off facility	Rephrase
	20	Remove wording	Reporting outcomes of all dog attack prosecutions to local media to raise awareness in the community of the need to report dog attacks and the Council’s action in relation to attacks to promote responsible pet ownership.	Remove burden of reporting ALL dog attacks (especially those that have details that are court ordered not to be released)
	24-25 (26-27)	Replace	Move Dog On-Leash Policy heading separate to the dog-attacks heading. Move off-leash map onto same page as the listed areas. To support dog owners, the Council provides clearly marked off-leash parks areas where dogs can freely exercise under supervision.	Move pages for better flow, and adjust wording.
	29	Add wording	Our Plans: To complement our research and potential implementation of Cat Containment and Mandatory Desexing policies.	Refer back to previous objectives as they also relate to this section.
	28	Add wording	Adjust the animal impound statistics	Ensure all statistics are correct and add up.

1.1.1.1 PLANNING PERMIT APPLICATION PInApp25/101 – Use of the land for a food and drink premises (restaurant) and partial reduction of car parking requirements AT 1-3 Phillipson Street WANGARATTA VIC 3677.

PInApp25/101

Author: Holly Sawyer (Coordinator Planning)
Reviewed by: Clare Cowdery (Manager Statutory Services)
Stephen Swart (Director Sustainability & Culture)

Background

Applicant: The Sip Society Pty Ltd
Subject Land: Lot 1 on Title Plan 092139L Vol 10185 Fol 664
1-3 Phillipson Street WANGARATTA VIC 3677
Zone/s: General Residential Zone – Schedule 1
Overlay/s: None

Recommendation

It is recommended that Council issue a Notice of Decision to Grant a Planning Permit for the use of the land for a food and drink premises (restaurant) and partial reduction of car parking requirements at 1-3 Phillipson Street Wangaratta.

Site & Context

The subject site consists of a developed property which previously contained an ice factory and retail premises. The site has two road frontages, primarily to Phillipson Street and Matheson Street. The site has vehicle access to both roads, with a parking/loading area exists to the rear of the site and along Phillipson Street.

The site is located within a mixed character area, with residential to the north and east, and light industrial to the south. The site is approximately 50m from the intersection of Sisely Avenue and Phillipson Street.



(Intramaps, 2022)



(Google, 2019)

Proposal

The application seeks to use part of the existing building on the land (the previous retail shop building on the immediate corner of Phillipson Street and Matheson Street and warehouse portion to the rear of that section) for a restaurant. The remainder of the buildings on the land do not form part of the application, although parking is proposed to be provided to the front and rear (26 onsite car parking spaces are proposed).

The application seeks a maximum of 120 patrons. Operating hours are proposed as follows:

- Monday to Saturday: 7am to 11pm
- Sunday 10am to 11pm
- ANZAC Day and Good Friday: 12 noon to 11pm

As 120 patrons would require 48 car parking spaces, a reduction of 22 car parking spaces is proposed.

The service and consumption of liquor is not proposed as part of the planning application as this is only assessed by the Victorian Liquor Commission through their licensing requirements.

Planning Permit Trigger

- Clause 32.08-2: Use of the land for a food and drink premises (Restaurant)
- Clause 52.06-3: Reduction of car parking requirements

Relevant Planning Provisions

The following provisions of the Wangaratta Planning Scheme are relevant to this proposal:

Policy:	Objective/Strategy:
Clause 13.05-1S (Noise management)	<p><i>To assist the management of noise effects on sensitive land uses.</i></p> <p>Strategies include:</p> <ul style="list-style-type: none"> • Ensure that development is not prejudiced and community amenity and human health is not adversely impacted by noise emissions.
Clause 13.07-1S (Land use compatibility)	<p><i>To protect community amenity, human health and safety while facilitating appropriate commercial, industrial, infrastructure or other uses with potential adverse off-site impacts.</i></p> <p>Strategies include:</p> <ul style="list-style-type: none"> • Ensure that use or development of land is compatible with adjoining and nearby land uses. • Avoid or otherwise minimise adverse off-site impacts from commercial, industrial and other uses through land use separation, siting, building design and operational measures.

Policy:	Objective/Strategy:
Clause 17.02-1S (Business)	<p><i>To encourage development that meets the community's needs for retail, entertainment, office and other commercial services.</i></p> <p>Strategies include:</p> <ul style="list-style-type: none"> • Ensure commercial facilities are aggregated and provide net community benefit in relation to their viability, accessibility and efficient use of infrastructure. • Locate commercial facilities in existing or planned activity centres.
Clause 17.02-2S (Out-of-centre development)	<p><i>To manage out-of-centre development.</i></p> <p>Strategies include:</p> <ul style="list-style-type: none"> • Discourage proposals for expansion of single use retail, commercial and recreational facilities outside activity centres. • Ensure that out-of-centre proposals are only considered where the proposed use or development is of net benefit to the community in the region served by the proposal or provides small scale shopping opportunities that meet the needs of local residents and workers in convenient locations.
Clause 17.02-2L (Commercial development siting)	Avoid retail uses that undermine the role of the Central Activities Area.
Clause 17.04-1L (Facilitating tourism)	Maintain the municipality as a destination for wineries and gourmet food experience, particularly in the Milawa, Oxley and the King Valley gourmet region.

Zone

Clause 32.08 – General Residential Zone – Schedule 1

The decision guidelines of Clause 32.08-14 relevant to this application are as follows:

- The purpose of this zone:
- Whether the use or development is compatible with residential use.
- Whether the use generally serves local community needs.
- The scale and intensity of the use and development.
- The provision of car and bicycle parking and associated accessways.
- The safety, efficiency and amenity effects of traffic to be generated by the proposal.

Particular Provisions

Clause 52.06 – Car parking

The purpose of this provision is as follows:

- To ensure that car parking is provided in accordance with the Municipal Planning Strategy and the Planning Policy Framework.
- To ensure the provision of an appropriate number of car parking spaces having regard to the demand likely to be generated, the activities on the land and the nature of the locality.
- To support sustainable transport alternatives to the motor car.
- To promote the efficient use of car parking spaces through the consolidation of car parking facilities.
- To ensure that car parking does not adversely affect the amenity of the locality.
- To ensure that the design and location of car parking is of a high standard, creates a safe environment for users and enables easy and efficient use.

A total of 48 car parking spaces are required for the proposed use (0.4 spaces to each patron, with 120 patrons proposed). Therefore, as only 26 onsite car parks are able to be provided on the land, a shortfall of 22 car parks is proposed. The shortfall is proposed to be partially accommodated by the availability of 13 on-street car parks within the vicinity of the subject land (excluding any car parking on Matheson Street).

The proposed car parking and access layout proposed is able to comply with the design standards set out at Clause 52.06-9 of the Scheme.

The decision guidelines of Clause 52.06-10 relevant to this application are as follows:

- The role and function of nearby roads and the ease and safety with which vehicles gain access to the site.
- The ease and safety with which vehicles access and circulate within the parking area.
- The provision for pedestrian movement within and around the parking area.

- The provision of parking facilities for cyclists and disabled people.
- The protection and enhancement of the streetscape.
- The provisions of landscaping for screening and shade.

Clause 52.34 – Bicycle facilities

The purpose of this provision is as follows:

- To encourage cycling as a mode of transport.
- To provide secure, accessible and convenient bicycle parking spaces and associated shower and change facilities.

Pursuant to Table 1 to Clause 52.34-5, for approximately 390sqm of floor area, 3 bicycle spaces must be available for employees and 2 spaces for visitors. Therefore, 5 bicycle parking spaces must be available on the land for the proposed use. As there are already bicycle parking spaces available on the Phillipson Street frontage, these are not required to be installed.

Clause 65.01 – Approval of an application or plan

The following decision guidelines of this provision are relevant to this application:

- The purpose of the zone, overlay or other provision.
- The orderly planning of the area.
- The impact the use or development will have on the current and future development and operation of the transport system.

Internal Departmental Advice

Department	Response
Environmental Health	No objection subject to a permit condition and note regarding health registrations.
Tech Services	No objection.

Advertising

The application was advertised to adjoining land owners and a site notice was placed on the subject land. 11 objections were received.

The issues raised in the representations are summarised below and comments made.

Issue	Comment
Land use & serviced of liquor	Concerns were raised in relation to the site being used for a bar or nightclub. The proposal seeks to use the land for a restaurant which is a separate land use to those and would require the primary activity on the land to be the service of food.

Issue	Comment
	Any other liquor licensing concerns must be addressed as part of a licence application to the Victorian Liquor Commission.
Operating hours and 'late' night trading	Concerns were raised around the appropriateness of the proposed operating hours in proximity to residential areas. This is discussed later in this report.
Availability of parking and traffic issues.	This is discussed later in this report.
Noise, light spill & patron behaviour.	This is discussed later in this report.
Waste, odour & deliveries.	<p>Concerns were raised around how waste would be stored on the land and ultimately collected.</p> <p>The applicant outlined that waste storage would be internal to the building or within enclosed containers and collected by private contractors during daytime hours.</p> <p>Standard conditions can be included on any issued permit around odour emission.</p>
Economic & net community benefit	This is discussed later in this report.

Planning Assessment

Planning policy considerations

The relevant planning policies seek to ensure a number of outcomes, primarily around supporting commercial opportunities that represent a net community benefit whilst also protecting residential amenity from inappropriate activities.

Submissions were received to the application raising concerns around amenity impacts from noise, light spill and patron behaviour, particularly late at night. The application seeks to operate between 7am and 11pm Monday to Saturday and 10am to 11pm on Sundays. The proposal has sought to allow for a wider operating time in the event that morning or lunch trading is needed, although the applicant's response to submissions indicates that dinner trading is required in the first instance (Wed-Sun: 1pm to 10pm). Given this, should a permit be issued, it is recommended that the following operating hours are imposed as a condition requirement:

- Monday & Tuesday: 7am to 9pm.
- Wednesday – Sunday: 7am to 10pm.

This would allow a good level of flexibility for the operator for morning and lunch offerings whilst also reducing the potential late night amenity impacts.

In terms of other potential amenity impacts such as noise and light spill, conditions can be imposed around ensuring any outdoor lighting is directed to avoid adjoining properties and that EPA noise controls are complied with. The use is proposed to occur primarily within the existing building, with the outdoor dining to occur on the Phillipson Street side of the site, which would ensure any potential noise pollution is located as far from residences as possible.

In terms of other concerns such as patron behaviour, as Council is no longer required to assess applications for liquor licenses, that criteria falls onto the Victorian Liquor Commission. In order to make a fair planning assessment, it must be assumed that all relevant legislation would be abided with by the operator and patrons. Although, given that the proposed operating hours are not sought to be 'very' late and the land use is for a restaurant and not a bar, which is not permitted to serve alcohol without food, it is not considered likely that there would be an influx of drunkenness as a result of the proposal.

Other policies seek to ensure that non-residential land uses in residential zones provide net community benefit and out-of-centre commercial development is avoided. These two points require consideration of the specific context of the subject land itself, being that the land was historically used for commercial and industrial purposes and is unlikely to ever be converted to residential. Therefore, an appropriate adaptive reuse of the land should be considered despite the explicit policy directions for encouraging commercial land uses within town centres. Further to this, there are other non-residential land uses within the vicinity of the subject land (immediately south and further south on Sisely Avenue, and further north along Phillipson Street/Muntz Street) which have managed to co-exist with residential land uses adjacent.

Net community benefit can be a difficult concept to identify for private planning proposals. How can a private business ever truly represent net community benefit? But there are benefits that can be identified in this instance, being; a food and drink premises that is within walking distance for a large residential catchment, the reuse of a currently vacant structure with good access to main roads, employment opportunities and revitalisation of part of Phillipson Street.

Therefore, when considered on its merits and in context of the site and surrounds, the application is considered to align with the policy objectives of the Wangaratta Planning Scheme.

Traffic and parking considerations

The application seeks a reduction of 22 car parking spaces. 26 on-site car parking spaces are able to be provided on the subject land, and the application has identified 13 on-street car parking spaces within the vicinity of the subject land (excluding on-street parking on Matheson Street). Therefore, the application outlines an effective shortfall of 9 car parking spaces. In terms of

whether this is an appropriate outcome, consideration must be given to the nature of the land use and the times at which it would operate. As a restaurant, the busiest hours would be during meal times, with the application outlining operating hours between 7am and 11pm although it would be expected that lunch and dinner would be the busiest times. The car parking rate required by Clause 52.06-5 for a restaurant is 0.4 spaces to each patron permitted, which therefore inherently factors in car pooling for couples and small families. The restaurant is proposed to be 'family-friendly' so it would not be unexpected that car pooling of larger parties would be likely. Further, the patron number is based off a maximum patronage at any one time and it would be unlikely that each day of the week experienced that level of attendance. Consideration must also be given to the likelihood of the spread in which those patrons would actually attend the site over a period of time, which would naturally free up spaces intermittently for new patron use, particularly with the restaurant seeking to offer a take-away component to their offerings, which would mean some patrons are only staying for a short period of time.

The 13 on-street car parking spaces identified in the application are fairly close to the subject land, although it is noted that there are additional on-street car parks within walking distance of the subject land, particularly along Sisely Avenue.

Therefore, given the context of the site and surrounds, the proposed reduction of car parking spaces is generally considered to be acceptable and supported by the Planning Scheme.

Conclusion

The proposal represents a situation where the specific context of the site and surrounds form a large part of the appropriateness of an application. The subject site, whilst being residentially zoned, has an industrial and commercial site history. The land is unlikely to be used for accommodation purposes in the future, so the adaptive reuse of the land for a restaurant is considered to be a suitable niche activity on the land, rather than the site sitting vacant due to the limited land uses that could be undertaken on account of the zoning.

With appropriate operational limitations, the proposal is considered to represent an orderly planning outcome and is not considered to pose a detrimental amenity outcome. Therefore, the application is recommended to be supported.

Recommendation:

That Council issue a Notice of Decision to Grant a Planning Permit for the use of the land for a food and drink premises (restaurant) and a reduction of car parking requirements at 1-3 Phillipson Street Wangaratta, subject to the below conditions.

Communication:

That the applicant, supporter and objectors be advised of Council's decision.

Proposed conditions:**General**

1. At all times what the permit allows must be carried out in accordance with the requirements of any document approved under this permit to the satisfaction of the responsible authority.
2. The layout of the use must not be altered from the layout on the approved and endorsed plans without the written consent of the responsible authority.
3. The use must only operate between the following times:
 - a. 7am and 9pm Monday to Tuesday
 - b. 7am and 10pm Wednesday to Sunday.
4. At any one time no more than 120 patrons may be present on the land.
5. The predominant activity carried out on the land must be the preparation and serving of meals for consumption on the premises/takeaway.
6. The use must be managed so that the amenity of the area is not detrimentally affected, through the:
 - a. transport of materials, goods or commodities to or from the land
 - b. appearance of any building, works or materials
 - c. emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil
 - d. presence of vermin
 - e. or in any other way

to the satisfaction of the responsible authority.

7. At all times noise emanating from the land must comply with the requirements of the Environment Protection Regulations 2021 (as amended from time to time) as measured in accordance with the Noise Protocol to the satisfaction of the responsible authority.

Noise Protocol means the Noise limit and assessment protocol for the control of noise from commercial, industrial and trade premises and entertainment venues, published by the Environment Protection Authority on its website, as in force from time to time.

8. All security alarms or similar devices installed on the land must be of a silent type in accordance with any current standard published by Standards Australia International Limited and be connected to a security service to the satisfaction of the responsible authority.

9. All waste and recyclables must be stored in an area set aside for this purpose. This area must be screened from public view to the satisfaction of the responsible authority.
10. All waste material not required for further on- site processing must be regularly removed from the site to the satisfaction of the responsible authority. All vehicles removing waste must have fully secured and contained loads so that no wastes are spilled or dust or odour is created, to the satisfaction of the responsible authority.
11. External lighting must be designed, baffled and located so as to prevent any adverse effect on adjoining land to the satisfaction of the responsible authority.

Parking and access

12. Car spaces, access lanes and driveways must be kept available for these purposes at all times and maintained to the satisfaction of the responsible authority.
13. No fewer than 26 car parking spaces must be provided on the land to the satisfaction of the responsible authority.
14. Prior to the commencement of use the permit holder must satisfy the Responsible Authority that:
 - a. All loading and unloading will take place within the property.
 - b. All parking areas and access routes available for public use have been sealed, drained and line-marked to Australian Standard 2890 and IDM standards.
 - c. Any internal footpaths and pedestrian crossings connected directly to Council footpaths have been designed and constructed to IDM standards.
 - d. When vehicles must reverse within the subject property, measures have been taken to identify hazardous areas and protect people and infrastructure from reversing vehicles.
 - e. All internal parking areas and access routes available for public use have appropriate lighting complying with IDM standards and Australian Standard 1158.
15. The loading and unloading of goods from vehicles must only be carried out on the land and must not disrupt the circulation and parking of vehicles on the land, to the satisfaction of the responsible authority.

Environmental Health

16. An application must be made to Council's Health Department for Registration of a Food Premises under the provisions of the Food Act 1984.

Permit expiry

17. This permit as it relates to development (buildings and works) will expire if one of the following circumstances applies:

- a. The use is not started within 2 years of the issued date of this permit.
- b. The use is discontinued for a period of 2 or more years.

In accordance with Section 69 of the Planning and Environment Act 1987, an application may be submitted to the responsible authority for an extension of the periods referred to in this condition.

Permit notes:

Technical Services

- Before undertaking any works that cross onto Council land or roads, the permit holder must obtain a Consent to Work within a Road Reserve permit.
- Before undertaking any works that cross onto other public land or roads, the permit holder may need to obtain approval from the relevant authority.

Environmental Health

- The applicant is advised to contact North East Water to determine the sizing and best location for the Food and Oil Interceptor (grease trap).

**PATRON NUMBERS**

Allocating 0.4 parking spaces per patron:

- 26 x on-premise carparking spaces + 13 x on-street parking spaces (Phillipson Street only, no parking encouraged on Matheson Street)
- Total 39 / 0.4 = 98
- And taking into consideration that the venue is walking distance to neighbouring households, we would like to apply for a patron capacity of 120 people.

NOISE ATTENUATION

- **Soundproofing:** Installation of acoustic insulation, double-glazed windows, and sealed doors to minimise escape of sound.
- **Speaker Placement:** Directional speakers angled away from residential areas and isolated from structural floors to reduce vibration.
- **Noise Limiters:** Use of separated volume controls to ensure amplified music does not exceed approved decibel levels.
- **Monitoring:** Regular decibel readings taken at the boundary of the premises to ensure compliance with EPA Victoria and local council regulations.
- **Operational Controls:**
 - Volume restrictions to align with ordinary trading hours of Café & Restaurant Licence (11pm).
 - Staff training to manage music levels and respond promptly to complaints.
- **Indoor Music:**
 - Primarily amplified/live music contained within the main area.
 - Music levels controlled by a volume controls.
 - Doors and windows closed to prevent spill when necessary.
- **Outdoor Music:**
 - Limited to background or acoustic-style performances in outdoor areas.
 - Any outdoor music ceases by 10pm to comply with council noise restrictions and proposed liquor licence.
 - Outdoor speakers fitted with directional control and volume limiters.

OPERATING HOURS/DAYS

- Monday to Saturday: 7 am to 11 pm
- Sunday: 10 am to 11 pm
- Anzac Day & Good Friday: 12 noon to 11 pm

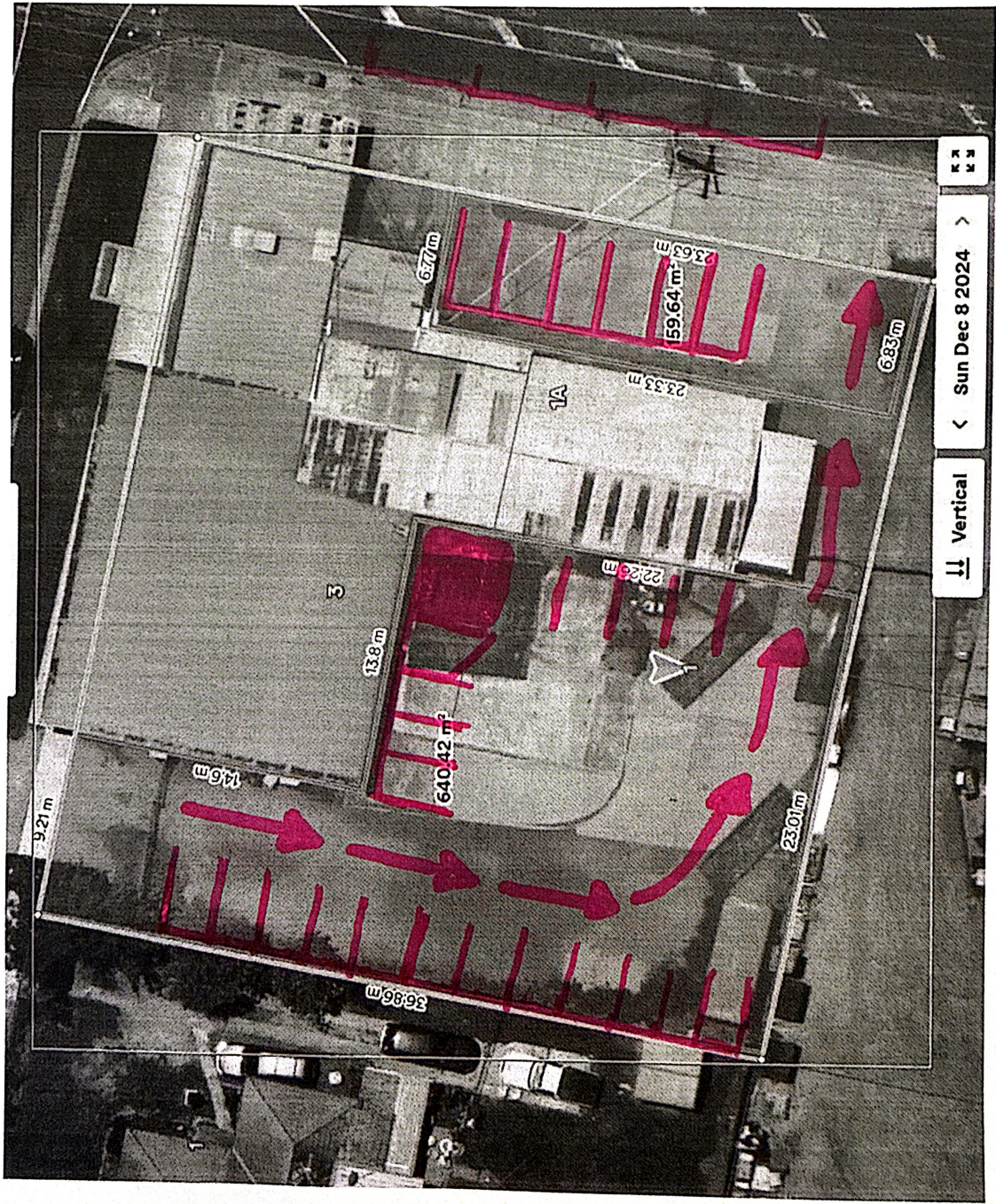
AMENDED SITE PLAN

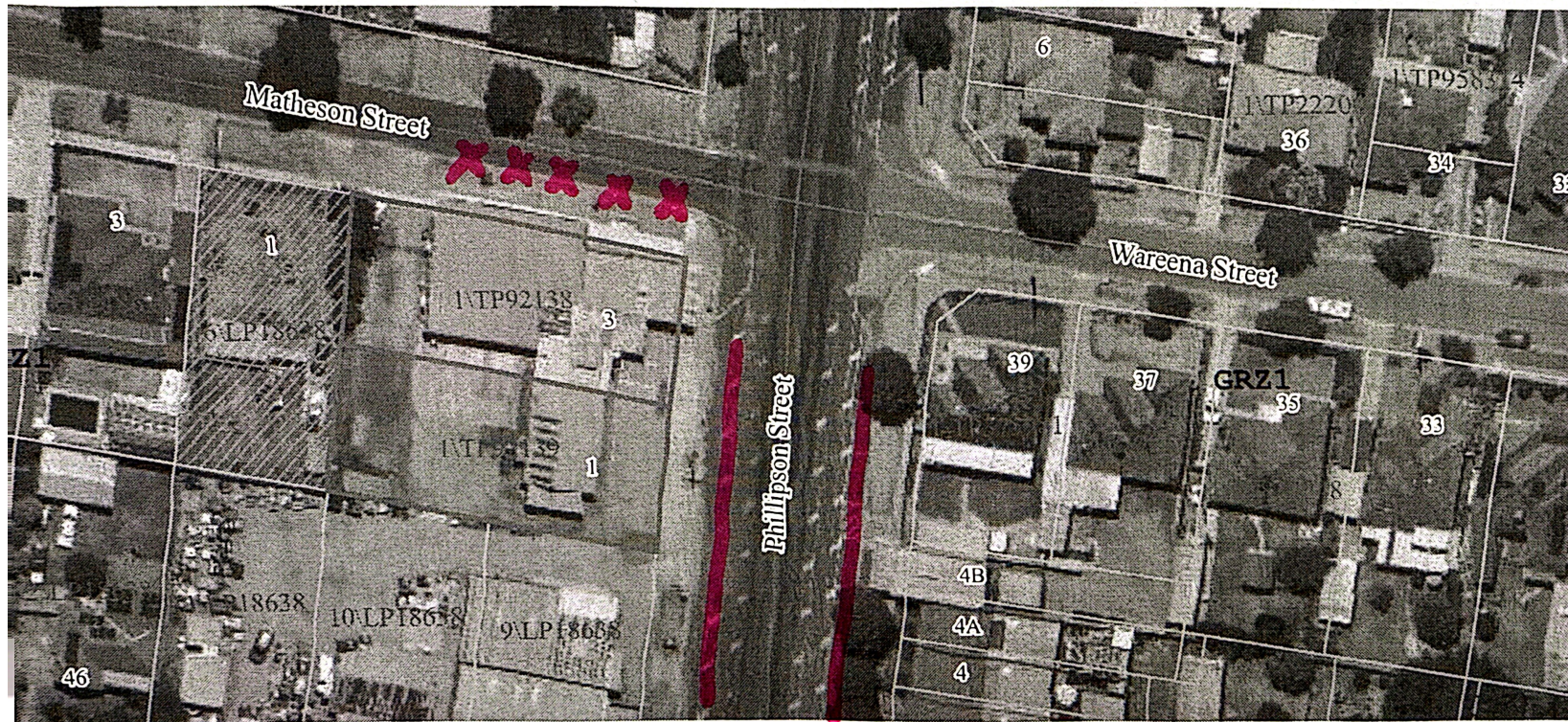
See attached SITE PLAN with the following outlined:

- Carparking
- Through traffic direction
- Proposed Red Line Plan
- Indoor Area
- Outdoor Area

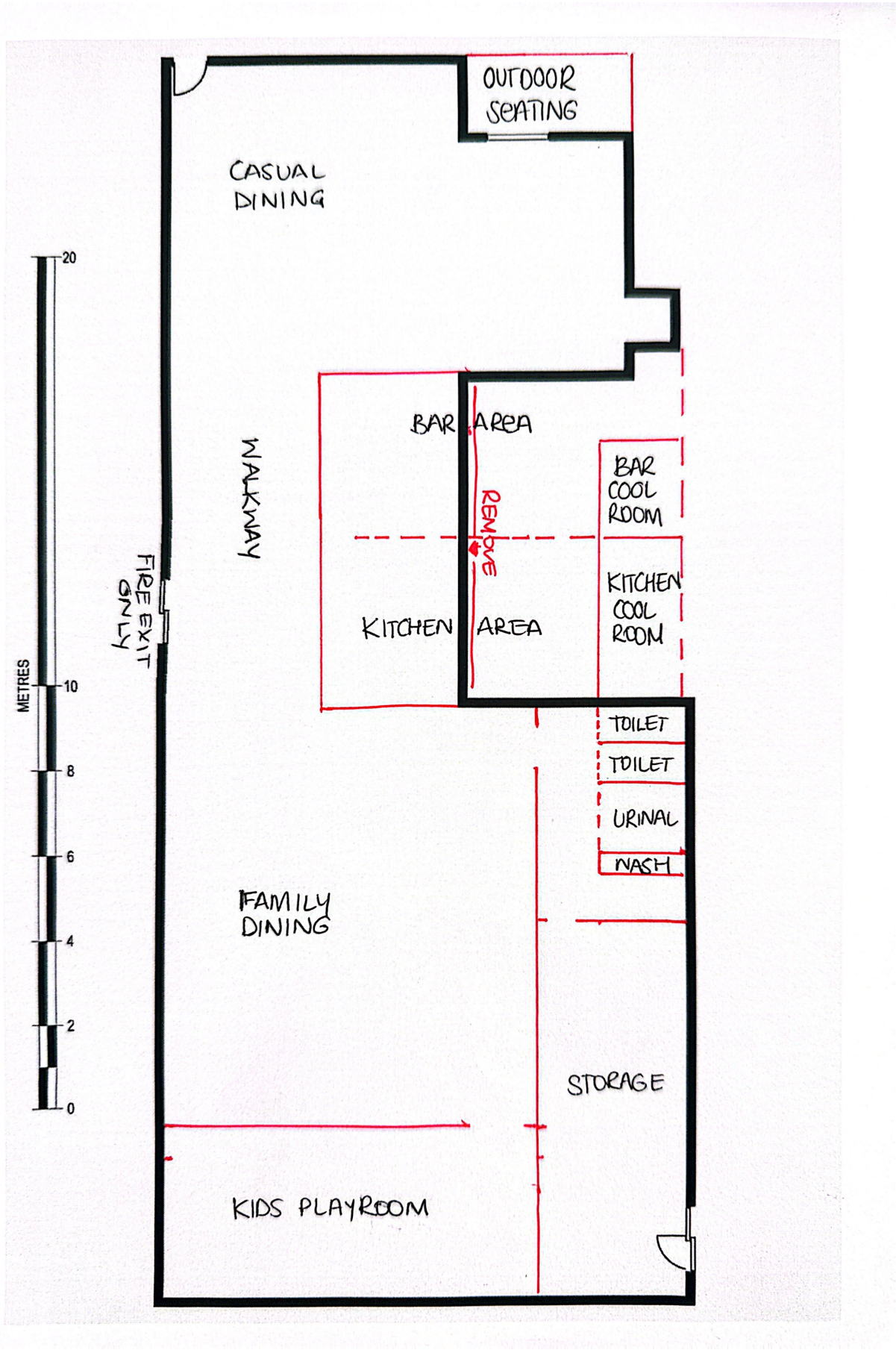
INTERNAL FLOOR PLAN

See attached INTERNAL FLOOR PLAN with signage (locations, sizing and type to be unchanged to previous)





- ON STREET PARKING BAYS
- ✗ NO PARKING (WILL BE SIGNED TO DISCOURAGE ANY PARKING ON MATHESON STREET)



Response to Planning Submissions**Application:** PInApp25-101 – 1–3 Phillipson Street, Wangaratta**Applicant:** The Sip Society Pty Ltd**1. Nature of the use & liquor licence type**

- The proposed use is a restaurant with limited dinner service and takeaway food.
- The proposal includes a family friendly indoor kids area, drawing on the residential nature of the surrounding neighbourhood.
- The liquor licence sought is a Café/Restaurant licence, which requires alcohol to be supplied in conjunction with meals. This ensures the primary purpose of the premises is dining, not drinking.
- A Café/Restaurant licence is the Liquor Control Victoria classification. This licence is purpose-built for bona fide dining premises: alcohol service is ancillary to meals, consistent with a sit-down restaurant environment.
- The venue is not intended to operate as a late-night bar, nightclub, or entertainment space.

2. Operating hours

The submissions raise concern about very long or all-day hours (7am–11pm). To clarify:

- Proposed trading is dinner-only, Wed-Sun: 1:00pm – 10:00pm
- Takeaway is aligned with those dinner hours
- This provides certainty that there will be no morning trading and no late-night bar activity

3. Parking & traffic

Concerns about shortages of parking and overflow into residential streets are noted.

- Venue has on-site parking provision, supplemented by public parking on Phillipson Street.
- Evening dinner-only hours mean that parking demand is offset from peak retail/business daytime use.
- Staff parking will be managed on-site where possible, with staggered rostering to reduce peak overlap.
- Parking site map has been measured and calculated as per Council's specification of 0.4 parking spaces per patron.
- Phillipson St has been designed to accommodate walking and non-motorised vehicles, encouraging walking/cycling to the venue as alternatives.
- Staff will be encouraged active transport, rideshare and car-pooling in confirmations and on our website/menu collateral.

- On-site wayfinding and staff wayfinding assist efficient pick-up/drop-off for takeaway within our trading window.

4. Noise management

Submissions raise concern about live music and outdoor noise. To clarify:

- The proposal is for a restaurant-style venue; music will be background-level indoors only.
 - No outdoor amplified music is proposed.
- A Noise Management Plan will be implemented, including:
 - use of internal speaker placement and noise limiters
 - no open windows/doors during later hours
- We have built a strong rapport with our local police and pride ourselves on providing a duty of care to our patrons and community that is second to none.

5. Light spill & safety

- Lighting will be designed to Australian Standards and directed downwards to avoid spill to neighbouring dwellings.
- Any decorative/festoon lights will be warm, dimmable and positioned to avoid direct spill beyond the site.
- Car park lighting will be low-glare and security focused.
- Sightlines and staff presence at closing will improve personal safety for patrons and nearby businesses.

6. Waste, odour & deliveries

- Waste storage is internal/enclosed and collected by commercial contractors at appropriate daytime hours.
- Kitchen exhaust systems will be fitted with grease and carbon filters to minimise odour.
- Deliveries will be daytime/early evening where possible and managed on-site to avoid roadway obstruction.

7. Amenity & residential interface

- Concerns about patron behaviour in the street are acknowledged. A Venue Management Plan will cover:
 - RSA-trained staff;
 - clear Conditions of Entry;
 - staff supervision of entry/exit;

- As a dinner-focused restaurant, the venue naturally attracts a different patron demographic than a bar, with quieter dispersal patterns.
- We have a zero-tolerance approach to anti-social behaviour. Incidents (which are expected to be rare under a dinner-only model) will be recorded and addressed per policy.

8. Economic and community contribution

- The proposal supports local employment and hospitality diversity in Wangaratta.
- It provides a family-friendly dinner venue, not a late-night bar.
- Nearby small businesses will benefit from increased foot traffic and dining-based visitation, which is different from “rowdy” night trade.