

ROCHESTER FLOOD STUDY & MITIGATION PLAN 2024

CEO Group, Project Control Group and Flood Study Reference Committee

1. Background

Campaspe Shire Council has received funding via the North Central Catchment Authority from the Department of Energy, Environment and Climate Action (DEECA) to deliver a review and update of the Rochester Flood Management Plan (2013). This is in response to the devastating flood of October 2022 that significantly impacted the township of Rochester. The October 2022 flood event inundated the majority of the township, including most homes and businesses, the hospital, all three schools and majority of the community infrastructure.

The October 2022 flood exceeded all flood events modelled in the previous 2013 study which included the 0.5% Annual Exceedance Probability (AEP), or the 1 in 200 year Average Recurrence Interval (ARI) event. There is now an urgent need to better understand the flood risk for Rochester for the full range of flood events, to update flood mapping and investigate potential mitigation options for the town. This includes but is not limited to previously considered mitigation options and the results of the technical assessment of the operating and infrastructure arrangements at Lake Eppalock.

This project also presents an opportunity to update the original modelling by calibrating to the largest flood in recorded history, utilising the improved modelling practices introduced by Australian Rainfall and Runoff 2019 and recent advances in flood modelling software, and incorporating the latest guidance climate change considerations.

The project will involve modelling and analysis to define existing flood behaviour in the study area and the identification and evaluation of measures to mitigate and manage flood risk in the study area - including recommendations for flood planning overlays, investigating potential mitigation works, reviewing the flood warning systems and emergency management plans.

The recommendations of the Lake Eppalock Technical Assessment Report prepared by HARC for DEECA that examines potential changes to operating rules and infrastructure at Lake Eppalock to increase flood mitigation along the Campaspe River will also be considered. It provides a high level assessment of the impacts on Rochester, other properties, and wider community. It is envisaged DEECA will engage a separate specialist consultant to work in close consultation with the consultant to undertake a more detailed assessment of the socio-economic effects of any proposed alterations to the operation and infrastructure of Lake Eppalock should that be necessary.

The study area is to be confirmed by the appointed contractor and will generally include the Campaspe River and associated flood plain from downstream of Lake Eppalock where the floodplain is relatively confined through to Echuca. The area will extend sufficiently on both sides of the Campaspe River to accurately model flood characteristics of the entire Campaspe River floodplain which includes the full extent and length of breakout flow paths from the Campaspe River. The study does not include modelling of urban stormwater runoff within Rochester.

Detailed modelling is required for the Rochester township and adjoining area around Rochester. The rural community between Rochester and Echuca was also significantly impacted. Modelling in sufficient detail is sought in this area to inform flood warning, planning scheme amendments and understand the impact of existing infrastructure and possible mitigation works.

Campaspe Shire Council will be legally responsible and in sole control of the Contract under which the Consultants are to be engaged. Campaspe Shire Council will be responsible for determining whether the Flood Study and Flood Risk Management Plan as they relate to its municipal district and

infrastructure is adopted, applied or implemented. The other public authorities including Goulburn Murray Water, Coliban Water and the State Government are responsible for determining what alterations are made to infrastructure they manage. The primary involvement of other organisations and bodies referred to in these Terms of Reference is to assist in preparing these documents so that they are technically sound and represent the best interests of the community before being presented to Campaspe Shire Council for its determination.

2. Study Structure

Management of the study is structured as set out in the following Figure 1. It provides for:

2.1. Campaspe Shire Council to act as Principal with direct legal responsibility for the study contract(s). Campaspe Shire Council to appoint a Project Sponsor as the Principal's owner or representative for the project with the following non-negotiable responsibilities:

- a) Approve the Project Charter on endorsement of PCG.
- b) Appoint a Project Manager.
- c) Approve all major scope and budget changes subject to consideration of any recommendations from the PCG.
- d) Provide all reports to Campaspe Shire Council required by the project.
- e) In absence of elected Chairman, Chair all Project Control Group meetings.
- f) Receiving Project Control Group (PCG) minutes and taking appropriate action.
- g) Approve the Project Closure Report.

The Project Sponsor may authorise a Sponsor's Representative to act on their behalf.

2.2. The Study to be overseen by a Project Control Group advising Campaspe Shire Council comprising:

- a) Director of Infrastructure, Campaspe Shire Council (CSC) or delegate (Project Sponsor).
- b) Director, Department of Department of Energy, Environment and Climate Action (DEECA) or delegate.
- c) Flood Plain Manager - North Central Catchment Management Authority (NCCMA) or delegate.
- d) Managing Director, Goulburn Murray Water (GMW) or delegate
- e) Project Manager (PM - advisory only).

2.3. Funding / project agreements between Campaspe Shire Council and the NCCMA and between NCCMA and DEECA (existing Agreement).

It is intended that Campaspe Shire Council engage a firm of specialist engineering consultants experienced in hydraulic and hydrological modelling and flood studies to carry out all of the project works including modelling, risk assessment, flood-mapping and reporting and participate in community consultation. In this case the study process will need to consult closely with the authorities possessing an interest in Lake Eppalock. Assessment and guidance on engagement of the consultants will be provided by the Project Control Group.

2.4. Chief Executive Officers' Group (CEOG) is to be established to provide advice, guidance and recommendations to the Project Control Group. The CEOG shall comprise:

- a) CEO of Campaspe Shire Council or nominee,
- b) CEO of the City of Greater Bendigo or nominee,
- c) Director, Department of Department of Energy, Environment and Climate Action (DEECA) or delegate.
- d) CEO of North Central Catchment Management Authority
- e) Managing Director, Goulburn Murray Water (GMW) or delegate

f) Managing Director, Coliban Water or delegate

2.5. A Flood Study Reference Committee is to be established and overseen by the PCG. The Committee's role is:

- a) 'Sounding board' Committee – i.e. to inform and comment only, not decision making.
- b) Provide a focus and forum for discussion of technical, social, economic and ecological issues.
- c) Provide a link between the community and Campaspe Shire Council in relation to flood risk and management issues.
- d) Ensure a 'balanced study' i.e. to ensure all important aspects of the study are given due consideration.
- e) Provide support to development and implementation of a floodplain risk management plan.

2.6. The Flood Study Reference Committee shall be initially formed by the Project Manager with base membership to comprise:

- a) Indigenous Heritage Representatives (1 from each RAP).
- b) SES Representative (1 local unit).
- c) Environmental Representative (1 DEECA, 1 Other).
- d) Goulburn Murray Water (as Eppalock Manager 1 member).
- e) State Flood Agency Representatives (North Central CMA, DEECA).
- f) Bureau of Meteorology Representative.
- g) Local Government Engineering (1 No. - Campaspe Shire, and City Greater Bendigo).
- h) Local Government Land Use Planning (2 No. - Campaspe Shire and City Greater Bendigo Council Planning Managers)
- i) 2 Councillors (1 No. Campaspe Shire Council and 1 No. City Greater Bendigo Council).
- j) Urban community representatives (To include representatives from flood affected landowners (residential (4) & commercial / industrial (2), local industry leaders, community organisations, those considered to possess key local knowledge.
- k) Rural community representatives (4 – 2 along river and 2 in the general floodplain ensuring irrigators represented).

The FSRC shall be chaired by Project Manager.

The PCG may appoint additional members to the Flood Study Reference Committee where it considers those persons will contribute additional knowledge or value to the project.

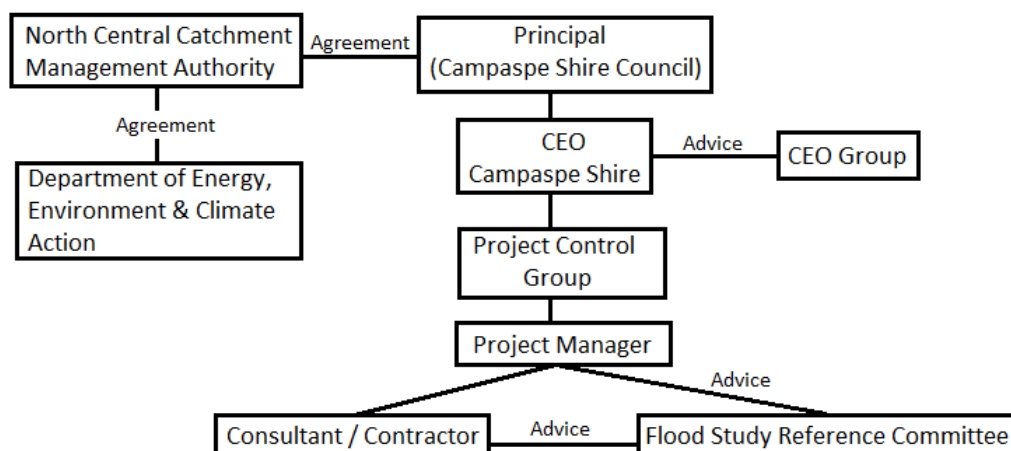


Figure 1 – Project Management Structure

3. Project Funding

Project funding has been committed by Campaspe Shire Council and NCCMA via Agreement with DEECA.

4. Project Control Group (PCG)

4.1 Objectives

The PCG's primary objective is to provide advice and recommendations to the Project Sponsor to ensure the study investigates and considers all issues relevant to the Project Charter within the study area. Members are required to consider the issues and implications for the whole community within the study area and not just for their authority's area of jurisdiction.

4.2 Purpose and Role

The PCG is an advisory committee appointed by Campaspe Shire Council and responsible for providing guidance and recommendations to the Project Sponsor on conduct of the study. The role of the PCG is to:

- a) Assist the Principal ensure the study meets the three parties' funding Agreement's requirements (time, cost, budget and objective achievement) in view of it being a project funded via 3 separate organisations. (Primary Role).
- b) Endorse key documents including Charter, Project Plan, Risk Plan, Specification etc.
- c) Assess Contractor submissions and recommend appointment of suppliers.
- d) Provide direction to the Project Manager and Consultant via recommendations to the Project Sponsor.
- e) Recommend payments to consultant as recommended by Project Manager.
- f) Recommend variations to the Study within Budget.
- g) Assist the Project Sponsor with the definition of the project vision and objectives.
- h) Provide a forum for reviewing and approving recommendations on key project issues.
- i) Provide guidance and direction in relation to overall project planning and priorities.
- j) Review progress and monitor risk to key performance parameters, such as budget, schedule and any relevant legislative matters prior to the completion of each project milestone.
- k) Provide strategic information and assistance to the Project Manager in delivering the project.
- l) Oversee the Flood Study Reference Committee including reviewing its operation and performance, adjusting membership, assisting in scheduling meetings and facilitating discussion with the committee.

The Principal and Project Sponsor will consult and seek input from the PCG on all aspects of project implementation, as described above.

The PCG shall keep the Principal informed of all matters that may affect the consultancy contract including keeping the CEOG informed of project progress.

4.3 Meetings

The PCG is to be chaired by a PCG member elected by PCG or the Project Manager in absence of elected Chairman.

The Project Manager shall:

- a) Distribute an agenda prior to meetings and provide reasonable prior notice.
- b) Ensure minutes are recorded of each meeting including dates, attendees, summary of information provided, record of issues discussed, and recommendations made. Recommendations should be made by consensus but in the absence of a consensus shall be made by vote of the majority of members present.

PCG members are responsible for reporting back to the authority they represent. The Project Manager shall assist by providing periodic reports to assist with that process.

5. Chief Executive Officer's Group (CEOG)

5.1. Objectives

The CEOG is an advisory group comprising the lead executives from the two affected municipalities, the two water supply authorities with interests in Lake Eppalock's water and the State's Department responsible the State's water resources. Its primary objective to:

- Keep those organisations informed of the studies progress particularly with respect to their agencies' interests, and
- Providing direct feedback to the Campaspe Shire CEO and PCG on implications of aspects of the study as it progresses.

The CEOG's role is to provide advice, guidance and recommendations to the Campaspe Shire CEO and Project Control Group relating to the interests of their respective organisations as they are affected by the Study. The PCG will consider the advice provided by the CEOG in its conduct of the Study, and particularly the wider implications of that advice.

6. Flood Study Reference Committee (FSRC)

6.1. Objectives

The FSRC's primary objective is to provide a forum to discuss and provide feedback relating to issues and outputs of the flood study investigations and modelling as they relate to the local community and member's areas of interest as the project proceeds. It is intended the Committee act as a sounding board to inform the PCG of likely community concerns and interests as the study progresses. Members are required to consider the issues and implications for the whole community within the study area and not just for their authority's area of jurisdiction. It is not a forum for pursuing personal pecuniary interests.

6.2. Purpose and Role

The FSRC is an advisory committee appointed by Campaspe Shire Council and responsible for providing guidance to the PCG on the full range of issues associated with conduct of the study as it affects the local community and associated authorities and organisations. The role of the FSRC is to:

- 1) Provide comment on findings and proposals put forward under the study in terms of their experiences, knowledge, and possible impacts on the local community. (Primary Role).
- 2) Provide feedback on draft key documents as the study progresses.
- 3) Provide a forum for discussing, reviewing, and advising on key project issues.
- 4) Provide locally sourced information to assist in delivering the project.

The Project Manager, consultants and PCG will consult and seek input from the FSRC on key aspects of the project as it progresses.

7. Role of Campaspe Shire Council

Campaspe Shire Council is the statutory authority responsible for its municipal district. It alone manages and makes decisions with respect to the application, adoption and approval of the proposed

Flood Study Report and Flood Risk Management Plan as it affects its municipality and its infrastructure. It has no jurisdiction over areas outside of its municipal district or over assets of other public authorities.

In addition, Campaspe Shire Council is legally responsible for the Contract under which these documents are to be prepared.

The Chief Executive Officer's Group, Project Control Group and Flood Study Reference Committee's roles are advisory only. Their primary role is to assist and provide, guidance, support and recommendations concerning the study. All decision making powers reside with the council and its authorised delegates.