WELLINGTON
SHIRE COUNCIL
The Heart of Gippsland

Council Meeting Agenda

Meeting to be held via Skype

Tuesday 16 June 2020, commencing at 6pm

or join Wellington on the Web:
www.wellington.vic.gov.au

ORDINARY MEETING OF COUNCIL – 16 JUNE 2020

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Council Meeting Information

As the COVID-19 social distancing requirements remain in place, the Minister for Local Government, has issued the "Minister's Good Practice Guideline MGPG-1: Virtual Meetings". Pursuant to section 87 of the Local Government Act 2020, these guidelines ensure that local Government decision making can continue in line with COVID-19 requirements and further details can be found on the Local Government Victoria website.

These guidelines take effect from 1st May 2020 and will remain in place through to 1st November 2020.

While members of the public can no longer attend meetings in person, we have provided options for you to interact with us virtually via our Council Meetings page on the Wellington Shire Council Website. You are able to interact with Council in two ways:

- *Email through a specific question or comment relating to a particular Council Agenda item no later than 1:00pm on the day of the Council Meeting; or*
- *For general communication with Council, via the webcasting chat room early in the meeting to ensure that your submissions can be dealt with at the end of the meeting.*

While we face a new way of gathering, we thank you for your continued support and look forward to a new way of keeping in touch with all of Wellington Shire.

A - PROCEDURAL

STATEMENT OF ACKNOWLEDGEMENT

"We acknowledge the traditional custodians
of this land the Gunaikurnai people,
and pay respects to their elders past and present."

PRAYER

"Almighty God, we ask your blessing upon the Wellington
Shire Council, its Councillors, officers, staff and their families.
We pray for your guidance in our decisions so that the
true good of the Wellington Shire Council may result to
the benefit of all residents and community groups."
Amen

A - PROCEDURAL

A4 CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETING/S

ITEM A4	**ADOPTION OF MINUTES OF PREVIOUS MEETING/S**
ACTION OFFICER:	GENERAL MANAGER CORPORATE SERVICES
DATE:	16 JUNE 2020

OBJECTIVE

To adopt the minutes of the Ordinary Council Meeting of 2 June 2020.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council adopt the minutes and resolutions of the Ordinary Council Meeting of 2 June 2020.

CONFLICT OF INTEREST

No staff and/or contractors involved in the compilation of this report have declared a Conflict of Interest.

A - PROCEDURAL

A5 BUSINESS ARISING FROM PREVIOUS MEETING/S

A - PROCEDURAL

A6 ACCEPTANCE OF LATE ITEMS

A - PROCEDURAL

A7 NOTICE/S OF MOTION

ITEM A7(1) **NOTICE OF MOTION - MCMILLAN CAIRNS**

OFFICER: COUNCILLOR CAROLYN CROSSLEY

DATE: 16 JUNE 2020

I, Councillor Crossley, hereby give notice of my intention to move the following motion at the Ordinary Meeting of Council on 16 June 2020.

To address the long-standing issue of the inappropriateness of the McMillan cairns and in the spirit of genuine reconciliation, that Council move forward in partnership with the Gunaikurnai people in a truth telling process of place, people and history.

As a first step to forming a deeper partnership with, and understanding of, the Gunaikurnai people, that Council:

1. ***begin the process for removal of the two McMillan cairns on land managed directly by Wellington Shire Council, being at corner Foster and York Streets, Sale and corner Blackburn and McMillan Streets, Stratford;***
2. ***seek approval with the Victorian Government or other land managers, for the removal of other McMillan cairns within Wellington shire on land not managed by Wellington Shire Council, being at:***
   - ***Corner of MacFarlane and Davis Streets (Traralgon-Maffra Road C105), Heyfield***
   - ***Yarram Memorial Gardens, Commercial Road (South Gippsland Highway), Yarram***
   - ***Tarraville and Yarram-Port Albert Roads roundabout, Port Albert***
   - ***Maffra - Sale Road, opposite school, Bundalaguah***
   - ***Maffra-Briagolong Road, Bushy Park***
   - ***Lyons Street Gardens, Rosedale***
   - ***Toms Cap Road, Willung South***
3. ***engage with community, in partnership with the Gunaikurnai Land and Waters Aboriginal Corporation on behalf of the Gunaikurnai community, to devise an appropriate way of recognising our shared history;***
4. ***review and reconsider the appropriateness of Council public reserves currently named for McMillan, particularly in the context of point 3 above, where the community is appropriately engaged in partnership with the Gunaikurnai Land and Waters Aboriginal Corporation.***

BACKGROUND

History

"…As the recent debate over Australian statues demonstrates, sanitised symbols of violence and dispossession have long stood unchallenged in the heart of our towns and cities. By occupying civic space they serve to legitimise narratives of conquest and dispossession, arguably colonising minds in the same ways white "settlers" seized vast tracts of territory…"

Extract from **Monumental errors: how Australia can fix its racist colonial statues** (article in 2017) by Bruce Charles Scates, Professor of History, Australian National University.

The cairns
In the mid-1920s, the self-appointed Victorian Historical Memorials Committee decided to glorify Angus McMillan and Paul de Strzelecki with a chain of historical cairns across Gippsland. According to historian Tom Griffiths, *"the cairns were intended to define a local geography bound to the colonial era".*

The Melbourne based committee directed the design and placement of the cairns and then asked local groups for financial and organisational support.

Enthusiasm for the cairns was far from universal. Initially, residents of Sale were indifferent.

The Maffra Shire Council supported the committee though the people of Maffra preferred to spend the money on public seating.

In April 1927, the committee, led by Governor Lord Somers, toured Gippsland to unveil the cairns. This provided a platform for Somers to lecture on imperial loyalty. He called on Victorians to acknowledge a debt to explorers who had "won" the country for the present-day inhabitants.

Angus McMillian
Angus McMillan (1810-1865) was a pioneer pastoralist, coming from Scotland to Australia in 1838. He spent many years working for Lachlan Macalister and has been recognised for exploration of areas throughout Wellington Shire.

A short Mc Millan biography can be found in the Australian Dictionary of Biography found at http://adb.anu.edu.au/biography/mcmillan-angus-2416/text34996

The Australian Dictionary of Biography (ADB) is Australia's pre-eminent dictionary of national biography. It contains concise, informative and fascinating descriptions of the lives of significant and representative persons in Australian history. The ADB is produced by the National Centre of Biography at the Australian National University and in order for historians to publish in the ADB, there is a rigorous peer review process.

There is evidence in the ADB that McMillan's biography has been rewritten on at least three occasions based on further historical information involving attacks on Aboriginal people.

The view of McMillan as heroic explorer and pioneer was disrupted in the late 1970's when the historian Peter Gardner highlighted the extent of frontier conflict in Gippsland, naming McMillan as a key figure. The attack on the Brataualung camped at Warrigal Creek following the murder of Ronald Macalister in 1843 was the foremost of several incidents that resulted in the loss of Gunaikurnai lives. The historian Don Watson named McMillan as the leader of the 'Highland Brigade', a group of Gaelic-speaking Scotsmen who conducted reprisals against the Gunaikurnai. The extent of McMillan's leadership of these conflicts has been contested although his own accounts indicate that he was involved. Decades of silence on the Gippsland frontier, often attributed to a reaction to the Myall Creek massacre judgments, has blurred the extent of violence. (Author Cheryl Glowrey via http://adb.anu.edu.au/biography/mcmillan-angus-2416)

University of Newcastle Massacres
Map https://c21ch.newcastle.edu.au/colonialmassacres/introduction.php

Within Wellington Shire boundaries, the following massacre sites list Angus McMillan as the attacker or organiser (note these are the only massacre sites across Wellington, all attributed to McMillan):

- two massacre sites at Boney Point and Hollands Landing, between 1840-1842, 21 Aboriginal people killed;

- five massacre sites in and around Woodside/Port Albert 1843, total of 300 Aboriginal people killed.

Myall Creek Massacre Judgment
On June 10, 1838, the infamous Myall Creek massacre took place at Myall Creek Station where twenty eight Aboriginal men, women and children were massacred and their bodies burned. The ensuing court case marked the first time in Australian history that white men were tried for crimes against Aborigines. Seven men were hanged as a result. This judgment counters the argument that it was an accepted practice to indulge in massacre.

Council engagement with GLaWAC
Wellington Shire Council has been engaging with Gunaikurnai Land and Waters Aboriginal Corporation (GLaWAC) over recent years regarding issues of joint interest including the McMillan cairns and concerns and deep feeling within our community regarding the cairns.

Council has provided information to GLaWAC regarding ownership, land management and heritage requirements for all cairns in the Wellington shire area and resulting processes that would apply to each cairn's removal, relocation or alteration.

Council leaders, including the Mayor and other Councillors, attended a tour of Gunaikurnai cultural sites in October 2019. During that tour, the GLaWAC cultural officer made it very clear how destructive and hurtful these cairns are to the local Aboriginal community.

GLaWAC gave a clear indication regarding the McMillan cairns when they objected to the proposed reinstatement of the Rosedale cairn after the proposed removal for road works by Vic Roads at the roundabout. Due to a change of design the cairn was not required to be removed.

Like within all communities, there are differing views regarding the McMillan cairns. Some community members want the McMillan cairns removed and some want to make sure that any changes are utilised as an opportunity to update and capture a more accurate history associated with McMillan.

Why now?
At this time, many local government areas around the world are taking stock and removing statues and monuments to colonial figures that had dark and ruthless histories in relation to the first nations they encountered.

…… ……
COUNCILLOR CROSSLEY
Dated: 16 June 2020

A - PROCEDURAL

A8 RECEIVING OF PETITIONS OR JOINT LETTERS

ITEM A8(1) **OUTSTANDING PETITIONS**

ACTION OFFICER GOVERNANCE

DATE: 16 JUNE 2020

ITEM	FROM MEETING	COMMENTS	ACTION BY
NIL			

ITEM A8(2) **RESPONSE TO PETITION: VEGETATION MANAGEMENT IN WELLINGTON SHIRE**

DIVISION: COMMUNITY AND CULTURE / EMERGENCY MANAGEMENT

ACTION OFFICER: MANAGER EMERGENCY AND PANDEMIC

DATE: 16 JUNE 2020

IMPACTS									
Financial	Communication	Legislative	Council Policy	Council Plan	Resources & Staff	Community	Environmental	Engagement	Risk Management

OBJECTIVE

For Council, in response to the petition presented at the Ordinary Council meeting of 19 May 2020 from Wellington Residents and Ratepayers Group Incorporated (contact, Mr Keith Mills) regarding concerns for community safety and roadside vegetation management, to:

1. Write a letter to Wellington Residents and Ratepayers Group Inc outlining the new approach already under development for fire protection work on Council roads; and
2. In line with several previous requests, seek clarification from Mr Mills on the role, membership and function of the Wellington Residents and Ratepayer Group Incorporated.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That, in response to the petition presented at the Ordinary Council meeting of 19 May 2020, from Wellington Residents and Ratepayers Group regarding concerns for community safety and roadside vegetation management, Council:

1. ***Write a letter to Wellington Residents and Ratepayers Group Inc outlining the new approach already under development for fire protection work on Council roads.***
2. ***In line with several previous requests, seek clarification from Mr Mills on the role, membership and function of the Wellington Residents and Ratepayer Group Incorporated.***

BACKGROUND

A petition was received on 13 May 2020 from Mr Keith Mills representing the Wellington Residents and Ratepayer Group Incorporated.

The petition with 257 signatures raised matters regarding community safety and fire mitigation works on roads within the Shire.

The petition is in three parts.

1. *In view of the disastrous bushfires in our region this summer, that council conduct or participate in a broad ranging review of vegetation management so as to provide a safer environment for residents, visitors, livestock and native species.*

Council Response

Council Emergency Management staff have recently reviewed the annual roadside fire protection vegetation works program.

The review has involved extensive consultation with fire agencies (Country Fire Authority (CFA) and Department of Environment, Water, Land and Planning (DELWP)) and road authorities (Council staff, VicRoads and DELWP).

The new approach being developed is based on sound fire research and empirical evidence gathered during Council mulching and hazardous tree removal trials. The approach focuses Council works on roads in high fire risk areas.

The primary objective of these works is to enable residents and visitors to leave early in the event of bushfire and return home once the threat has passed. Access for emergency responders was also a key consideration.

The design is fully consistent with the CFA and Emergency Management Victoria (EMV) doctrine that stemmed from recommendations of the 2009 Black Saturday Bushfires Royal Commission.

The Shire's approach is also in accordance with well-established CFA roadside vegetation management guidelines.

Council has representation on the multi-agency Strategic Bushfire Management Planning working group which, led by the Forest Fire Management Victoria, Risk and Evaluation team, evaluates the fuel and bushfire risk annually and sets out a rolling three year plan to manage landscape wide risk.

Council has representation on the Joint Fuel Management Planning group which plans and implements fuel reduction works in the Wellington Shire footprint annually.

2. *That Council carry out proactive works to remove hazardous and potentially hazardous trees and vegetation adjacent to council roads in higher risk areas and that council advocate the same approach for roads controlled by other agencies within the Shire*

Council Response

Roadside vegetation works will focus on mitigating hazards in areas identified by both CFA and DELWP as high bushfire risk.

Works may include mulching to reduce fuel hazards as well as treating hazardous trees along key access roads.

VicRoads and DELWP have been fully included in the discussions and support the approach.

3. *That council conduct a comprehensive survey of the community and take submissions in relation to better planning and action to reduce the likelihood of and impact from any future bushfires.*

Council Response

Consultation has been considerable with CFA Brigades, CFA Groups, CFA District 10 and DELWP field officers.

The CFA, DELWP, Hancock Victoria Plantations (HVP), Victoria Police as well as the power companies have been engaged throughout the scheduled review of the Municipal Fire Management Plan.

The new approach to mitigating bushfire risks was fully supported and endorsed at the Municipal Fire Management Planning Committee meeting held on 7 May 2020.

The Plan will be publicly available on the Council website when it is completed.

DELWP has recently concluded an exhaustive community consultation process to identify bushfire risk and to develop a strategic fire plan for both public and private land. This was a key input to the process developed by the Council.

Additional Issue

Mr Mills has advised on a number of occasions that he represents the Wellington Residents and Ratepayer Group and has been in contact with the Council on other matters in the past.

Council is eager to work with all representative community groups, and in that regard has previously sought information from Mr Mills regarding his group.

Clarification was sought in letter dated 3 December 2018 (ECM 2412182) as to:

"a list of membership, group charter and other relevant information such as minutes, frequency of meetings, fees etc to help us better understand and communicate with the Wellington Residents and Ratepayer Group in future".

Mr Mills did not respond to this request and Council sent a further letter dated 13 February 2020 (ECM 2569942).

This was also not responded to.

Council Response

That Council again seek clarification from Mr Mills about the role and function of the group.

OPTIONS

Council has the following options:

1. Write a letter to Wellington Residents and Ratepayers Group Inc outlining the new approach already under development for fire protection work on Council roads; and
2. In line with several previous requests, seek clarification from Mr Mills on the role, membership and function of the Wellington Residents and Ratepayer Group Incorporated; or
3. Seek further information to be considered at a future Council Meeting.

PROPOSAL

That, in response to the petition presented at the Ordinary Council meeting of 19 May 2020 from Wellington Residents and Ratepayers Group Inc regarding concerns for community safety and roadside vegetation management, Council:

1. Write a letter to Wellington Residents and Ratepayers Group Inc outlining the new approach already under development for fire protection work on Council roads; and
2. In line with several previous requests, seek clarification from Mr Mills on the role, membership and function of the Wellington Residents and Ratepayer Group Incorporated.

CONFLICT OF INTEREST

No staff and/or contractors involved in the compilation of this report have declared a Conflict of Interest.

COUNCIL PLAN IMPACT

The Council Plan 2017-21 Theme 1 Communities states the following strategic objective and related strategy:

Strategic Objective 1.4: *"Enhance resilience in our towns and our communities."*

Strategy 1.4.1: *"Continue to engage collaboratively with communities and external agencies to ensure a best practice approach to emergency planning, relief and recovery management."*

Strategy 1.4.2: *"Mitigate the potential effects of natural disasters on our communities by supporting appropriate development in accordance with responsible land use planning practices."*

This report supports the above Council Plan strategic objective and strategy.

A - PROCEDURAL

A9 INVITED ADDRESSES, PRESENTATIONS OR ACKNOWLEDGEMENTS

A - PROCEDURAL

A10 QUESTIONS ON NOTICE

A - PROCEDURAL

A11 MAYOR AND COUNCILLOR ACTIVITY REPORT

ITEM A11 **MAYOR AND COUNCILLOR ACTIVITY REPORT**

ACTION OFFICER: MAYOR ALAN HALL

DATE: 16 JUNE 2020

RECOMMENDATION

That the Mayor and Councillor Activity report be noted.

6 May	Gippsland Smart Future Series: Renewable Energy Webinar	Cr Crossley and Cr McCubbin attended
8 May	Heyfield Community Homes meeting via Skype, with Wellington Shire Council representatives to discuss the Heyfield Community Homes / Social Housing program	Cr Hole attended
11 May	Gippsland Climate Change Network Board Meeting, via Zoom	Cr Crossley and Cr McCubbin attended
12 May	Council Community Conversation – Stratford Arts and Community Groups	Mayor Hall, Cr Crossley, Cr McCubbin, Cr Hole, Cr Rossetti, Cr Stephens, Cr Ripper, Cr Maher, Cr Bye and Chief Executive Officer, David Morcom attended
13 May	Local Government Mayor Advisory Panel Meeting, via Skype	Mayor Hall attended
13 May	Youth Council Meeting, via Zoom	Cr Crossley and Cr Ripper attended
13 May	Smart Futures Series Planning Meeting, via Zoom	Cr McCubbin attended
14 May	Latrobe Valley Power Hub Control Group Meeting, via Zoom	Cr McCubbin and Cr Crossley attended
14 May	Timber Towns Victoria General Meeting, via Zoom	Cr Hole attended
14 May	Resource Recovery Gippsland Board Meeting, via Microsoft Teams Meeting	Cr Maher attended
17 May	Briagolong Recreation Reserve Pony Club Upgrade Presentation	Cr Ripper attended
20 May	Gippsland Smart Future Series: Local Community Energy Hubs Webinar	Cr Crossley and Cr McCubbin attended
20 May	Webinar: The Importance of Evaluation Workshop	Cr Maher attended

20 May	A & R Committee Meeting via teleconference	Mayor Hall attended
21 May	Cameron Sporting Complex Committee of Management Meeting, via Zoom	Cr Hole attended
22 May	One Gippsland Mayor and Board Meeting, via Teleconference	Mayor Hall attended
22 May	Community Networks Planning Meeting, via Zoom	Cr McCubbin attended
23 May	Briagolong Recreation Reserve Pony Club Site Meeting	Cr Ripper attended
26 May	Meeting with CEO and Mayor of East Gippsland Shire Council to discuss Native Timber Industry	Mayor Hall attended
26 May	Gippsland Smart Futures Series Planning Webinar	Cr McCubbin attended
27 May	Destination Gippsland - Industry Support Series – Marketing 101, via Zoom	Cr Crossley attended
27 May	Planning Institute Australia – Webinar for Councillors: Social and Affordable Housing, via Zoom	Cr Ripper attended
28 May	Latrobe Valley Power Hub Control Group Committee Meeting, via Zoom	Cr Crossley and Cr McCubbin attended
28 May	Wellington Shire Council Audit and Risk Committee Meeting, via Skype.	Mayor Hall attended

COUNCILLOR ALAN HALL
MAYOR

A - PROCEDURAL

A12 YOUTH COUNCIL REPORT

ITEM A12 **YOUTH COUNCIL REPORT**

ACTION OFFICER: YOUTH MAYOR, IVAN REYES

DATE: 16 JUNE 2020

RECOMMENDATION

That Council receive the Youth Mayor's Quarterly Report.

Good evening Councillors

Where to start? Like everyone the past three months has provided a whole lot of new challenges for us. Some of us have lost our jobs, some of us have changed our living arrangements, some of us enjoy learning from home and some of us don't. We have all missed, or are missing, regular contact with our friends, family and each other.

In spite of lower levels of engagement and enthusiasm with Youth Council 'business', we have met weekly during the past months and have kept in touch. Some time was spent talking about how we could engage meaningfully with the youth community – in a way that was different to the enormous amount of online options out there. We talked radio for a while before getting very excited about developing a podcast that we could pass on to the next Youth Council team. We've called the project The Vocal Y, and eight Youth Councillors are a part of the project team, most of whom enter their second year in July. The focus of the podcast material will be about giving youth a platform to share their stories of life as a young person in Wellington. We're excited and hope to have the first podcast released in July.

Many other projects have been put on hold due to the COVID-19 restrictions.

The Opening of the Youth Art Prize was cancelled; however, the exhibition was hung before shutdown and looks fantastic. We hope to have it judged by mid-June, and that the artists get an opportunity to see their works hung in the gallery.

The Wellington Youth Awards has also been postponed. We want to hold this event this year, because we think it is important to celebrate the great things youth are doing in our communities and are looking at when it can be held.

The talks and visits to schools that we had begun last term, to talk with student leaders about the Youth Summit and a survey we wanted their support in getting their schools to complete didn't get finished either. Recommendations from all schools visited was to have a hard copy of the survey, however this is not feasible. Two weeks ago, we launched a seven-minute online survey to gather the top issues young people cared about pre and post COVID-19. We are looking forward to getting the results and working with the new 20/21 Youth Council team to develop the Youth Summit. This will also look quite different to what we initially planned. We are excited about this!

The Headspace satellite in Sale is set to start delivering remote service sometime in July. Youth Council is meeting regularly with the Community Engagement Officer and project manager from Headspace, acting as the Youth Advisory Group. We have all enjoyed this process and felt really valued. We have learnt a lot and can't wait for the centre to open and feel sure that there will be an evident need shown for a stand-alone service for Wellington. That advocacy work is for the 20/21 team.

Youth Council recruitment has been more difficult this year as well, but we are excited with the young people who have applied. The outgoing Youth Councillors this year, Deputy Mayor Kaitlin

Woolford, Secretary Rebecca Hector, Seth Irvine, Ellie McGregor, Chloe Bethune and Charlee Vernon will be staying on to help with the induction of the new team and helping with the Youth Summit. We are also planning to set up a Wellington Shire Youth Council Alumni. So, although this is my last report as Youth Mayor, this isn't the last you'll see of us! Youth Council has been a really great experience, I've learnt things about myself and the community that I don't think I would have got elsewhere.

We would like to say a big thanks to Cr Ripper, Cr Crossley, Cr McCubbin and Mayor Hall for 'jumping in' on our meetings and answering our questions!

Thank you all for your ongoing support.

IVAN REYES
YOUTH MAYOR

B –REPORT

DELEGATES

C1 - REPORT

CHIEF EXECUTIVE OFFICER

ITEM C1.1 **CHIEF EXECUTIVE OFFICER'S REPORT**

ACTION OFFICER: CHIEF EXECUTIVE OFFICER

DATE: 16 JUNE 2020

RECOMMENDATION

That the Chief Executive Officer's report be received.

20 May	Meeting with the Hon. Darren Chester, Federal Member for Gippsland via teleconference, to discuss Sale Wetlands proposal and other Federal funded projects.
20 May	Meeting with CEO Southern Rural Water via Skype, to discuss recent funding announcements and upgrade works to Macalister Irrigation District.
21 May	Meeting with East Gippsland Shire Council Executive to discuss shared services arrangements between our two councils.
22 May	Attended Gippsland Local Government Network (GLGN) CEO and Board Meeting via Skype. Also in attendance was Mayor Alan Hall.
26 May	Meeting with CEO and Mayor East Gippsland Shire Council, to discuss Native Timber Harvesting.
28 May	Wellington Shire Council Audit and Risk Committee meeting.
29 May	Meeting with Chair of Rural Councils Victoria to discuss tender process for new secretariat.
5 June	Meeting with Karen Cain (Latrobe Valley Authority) and Tim McAuliffe (Regional Development Victoria) via Skype, to discuss Forestry Plan.
12 June	Attending RCV Committee Meeting via Zoom.

ITEM C1.2 **MAY 2020 COUNCIL PERFORMANCE REPORT**

DIVISION: CHIEF EXECUTIVE OFFICER

ACTION OFFICER: CHIEF EXECUTIVE OFFICER

DATE: 16 JUNE 2020

IMPACTS									
Financial	Communication	Legislative	Council Policy	Council Plan	Resources & Staff	Community	Environmental	Engagement	Risk Management
✓	✓	✓	✓	✓					

OBJECTIVE

For Council to receive and note the May 2020 Council Performance Report.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council receive and note the May 2020 Council Performance Report as attached.

BACKGROUND

The May 2020 Council Performance Report comprises key highlights towards achievement of the 2017 -21 Council Plan, progress in relation to Major Initiatives and Initiatives as identified in the 2019/20 Budget together with an overview of Council finances including an Income Statement, a Balance Sheet with commentary regarding any major variances, information on cash balances, the level of rates outstanding and a progress update on Council's Capital Works program.

Section 138(1) of the *Local Government Act 1989* requires that at least every three months, the Chief Executive Officer must ensure that a statement comparing budgeted revenue and expenditure for the financial year with the actual revenue and expenditure to date is presented to Council at a Council meeting which is open to the public.

OPTIONS

Following consideration of the attached May 2020 Performance Report, Council can resolve to either:

1. Receive and note the May 2020 Council Performance Report; or
2. Not receive and note the May 2020 Council Performance Report and seek further information for consideration at a later Council meeting.

PROPOSAL

That Council receive and note the attached May 2020 Council Performance Report.

CONFLICT OF INTEREST

No staff and/or contractors involved in the compilation of this report have declared a Conflict of Interest.

FINANCIAL IMPACT

Provision of a monthly financial report to the community facilitates accountability and transparency and ensures that Council and management are able to make informed decisions in a timely manner.

COMMUNICATION IMPACT

The Council Plan communicates Council's strategic direction to the community. The Council Plan can also be used by Council to communicate its vision and direction to other tiers of government, organisations, government agencies and funding bodies.

LEGISLATIVE IMPACT

There is no legislative requirement for provision of a monthly Council Performance report however, Council has determined that in the interests of accountability and transparency, this report will be provided to the community.

COUNCIL POLICY IMPACT

The May 2020 Council Performance Report has been prepared in the context of existing Council policies.

COUNCIL PLAN IMPACT

The Council Plan 2017-21 Theme 6 Organisational states the following strategic objective and related strategy:

> **Strategic Objective 6.2:** *"Community engagement and customer service excellence is central to Council's decision making process."*
>
> Strategy 6.2.2: *"Actively engage with both internal and external stakeholders to appropriately inform about council business."*
>
> **Strategic Objective 6.3:** *"Maintain a well governed, transparent, high performing, ethical and accountable organisation."*
>
> Strategy 6.3.3: *"Ensure sound governance processes that result in responsive, ethical, transparent and accountable decision making."*

This report supports the above Council Plan strategic objective and strategy.

WELLINGTON
SHIRE COUNCIL
The Heart of Gippsland

MAY 2020

FINANCE SUMMARY

INCORPORATED IN PERFORMANCE REPORT

OPERATING RESULT
For the period ending 31 May 2020

	YEAR TO DATE			FULL YEAR 2019-20		
	Actual	Full Year Forecast	Variance	Forecast *	Adopted Budget	Variance
	$000's	$000's	$000's	$000's	$000's	$000's
Income						
Rates and charges	63,152	63,289	(137)	63,289	62,847	442
Statutory fees & fines	717	796	(79)	796	882	(86)
User fees	5,925	6,723	(798)	6,723	7,387	(664)
Grants - operating	19,301	20,185	(884)	20,185	16,042	4,143
Contributions - monetary	365	363	2	363	191	172
Other income	2,547	2,398	149	2,398	2,772	(374)
Total Income	92,007	93,754	(1,747)	93,754	90,121	3,633
Expenditure						
Employee costs	23,798	27,607	3,809	27,607	27,766	159
Contractors, materials and services	25,514	34,418	8,904	34,418	35,926	1,508
Bad and doubtful debts	-	90	90	90	92	2
Depreciation and amortisation	19,905	24,032	4,127	24,032	24,776	744
Borrowing costs	60	243	183	243	243	-
Other expenses	4,358	4,670	312	4,670	734	(3,936)
Total Expenditure	73,635	91,060	17,425	91,060	89,537	(1,523)
OPERATING RESULT	**18,372**	**2,694**	**15,678**	**2,694**	**584**	**2,110**
Grants - capital recurrent	2,444	4,537	(2,093)	4,537	2,150	2,387
Grants - capital non recurrent	4,737	5,181	(444)	5,181	5,994	(813)
Contributions - monetary - capital	479	766	(287)	766	1,358	(592)
Contributions - non monetary	903	903	-	903	-	903
Recognition of assets	397	397	-	397	-	397
Assets written off	(270)	(270)	-	(270)	-	(270)
Derecognition of assets	(17)	(17)	-	(17)	-	(17)
Net gain/loss on disposal of property, infrastructure, plant & equipment	(312)	(840)	528	(840)	(906)	66
Other income - capital	49	199	(150)	199	179	20
Surplus/(Deficit)	**26,782**	**13,550**	**13,232**	**13,550**	**9,359**	**4,191**

The forecast figures reflect any known changes that have arisen since the adoption of the original budget. Including these changes in an forecast budget sense enables Council to more accurately monitor financial performance during the year and predict the end of year position.

YTD Results vs Full year Forecast

The result at the end of May 2020 reflects a surplus of $26.8 million against a full year forecast surplus of $13.5 million. This increase of $13.2 million is a combination of an operating result of $15.7M and the impact of capital income of ($2.5M) yet to be received through to June 2020.

A summary of major operating variances to forecast:

Operating Income

• ($0.14 million)	Rates and charges through finalising supplementary valuations for 2019/20.
• ($0.79 million)	Waste management services income of $396k and, bushfire support and other reimbursements of $189k to be received by 30 June 2020. User fees totalling $205k to be raised from the leisure centres, Saleyards, and various community facilities by the end of the year. The final year end forecast could be impacted by the COVID-19 pandemic restrictions.
• ($0.88 million)	The majority of the operating grants to be recognised or received includes $247k drought funding, $127k for drought rate relief, and $168k funding for the January/February 2020 fire events. Other operating grants relating to environmental health, art gallery and libraries, Freeza and L to P project are yet to be received or allocated.

Operating Expenditure

• $3.80 million	The bulk of the remaining employee costs relates to salaries to be incurred for the final month of June 2020 and employee entitlements provisions. It is anticipated that there will be some minor savings due to vacancies, the impact of COVID-19, and timing of leave taken by staff.
• $8.90 million	Contractors, materials and services variance includes: a. **$4,427k** - The bulk of remaining contractor and material expenses will be spent on ongoing community projects and programs, as well as drought and bushfire recovery initiatives. b. **$1,330k** - Maintenance expenses predicted for roads infrastructure, parks, and Council buildings in the final quarter of 2019/20. c. **$903k** - Contributions and operating subsidies towards drought and bushfire recovery initiatives, health services, community programs and events yet to be incurred. d. **$781k** - Expenditure associated with waste management including EPA fees, kerbside collection, transfer station and landfill fees to be expensed by 30 June 2020. e. **$731k** - Major consulting costs to be spent before the end of the year include Stage 2 of the Sporting Infrastructure plan, Aqua Energy Redevelopment project and Maffra Drainage & IWM Strategy. f. **$728k** - Utility charges yet to be incurred for operational and community facilities for the remainder of the year.
• $4.13 million	Depreciation charges (non cash) for June 2020 are yet to be processed with the final calculation to be determined as part of 2019/20 year end process.
• $0.31 million	Minor balance of remaining farm rate relief refunds to be allocated, and audit fees to be incurred.

A summary of major capital variances to forecast:

Capital Income

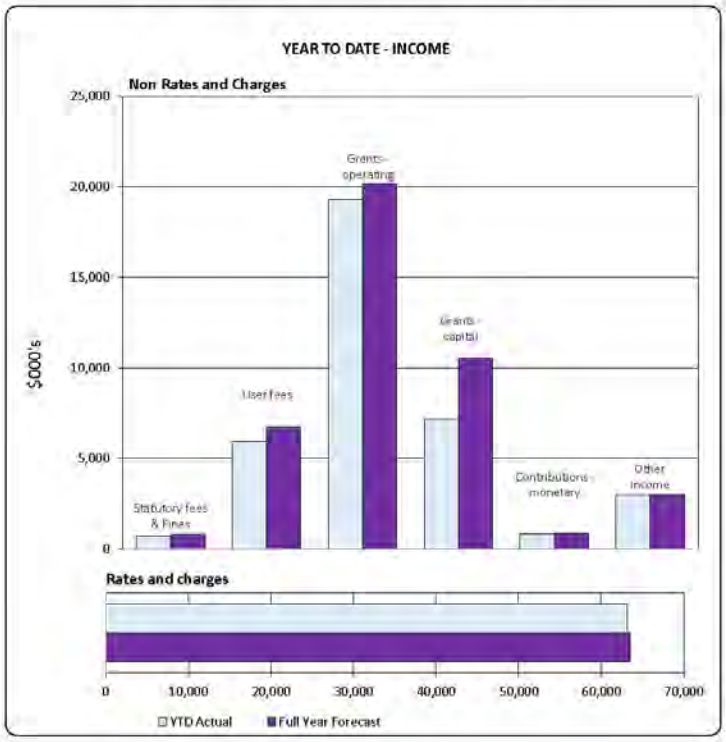
• ($2.54 million)	Major capital grants yet to be recognised or received include Roads to Recovery funding ($2.2M), Sale Tennis Upgrades ($0.4M), Pine Lodge Tennis Court Resurface ($0.3M), Briagolong Rec Reserve Pavilion ($0.3M). Offset by works on the Cameron Sporting Complex Stadium Redevelopment being ahead $0.8M.
• ($0.29 million)	Ratepayers contributions towards the Marley Street and Bruce Street reconstruction schemes are yet be raised.
• $0.53 million	Written down value of building, footpaths and roads replaced (non cash accounting entries) are yet to be processed with the final calculation final calculation to be determined as part of 2019/20 year end process.

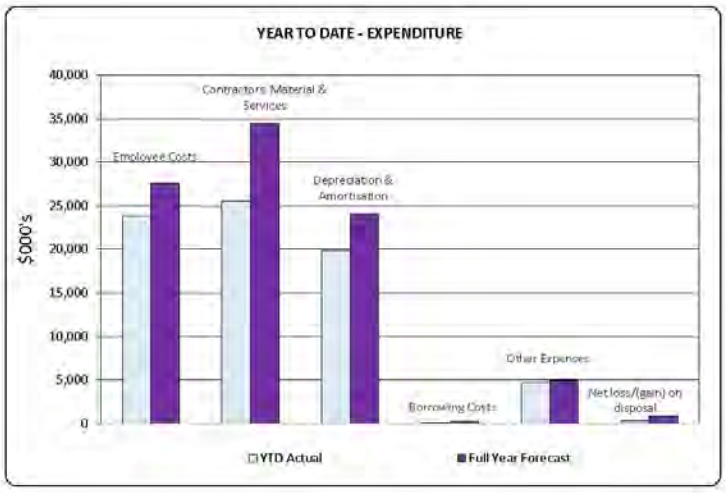
Full Year Forecast to Adopted Budget

The full year forecast surplus is $4.2 million higher than the adopted budget. Made up of:

The operations result of $2.1 million surplus being higher than the budgeted surplus of $584k.
The year end capital forecast result is $2.1 million higher than budgeted mainly due to additional 2019/20 Roads to Recovery funding of $2.4 million and $0.9 million for the recognition of non monetary contributions.
In operations, $7.2 million of 2019/20 Victoria Grants Commission allocation was received in 2018/19 but has now been offset by Council receiving $7.2M of its 2020/21 Victoria Grants Commission allocation in May 2020. New operating grant funding of $4.2 million mainly relating to $3.6 million for "farming" enterprises rate relief and $0.3 million for drought and bushfire recovery programs.
Operating other expenses has increased to reflect the rate relief payments but is offset by lower contractor payments associated with delays in the commencement of the Stratford Recreation Reserve Netball changeroom and the Gippsland Shared Services projects. Other additional costs (non cash) have been recognised as result of the introduction of new accounting standards effective 1 July 2019.

MAY 2020
COMPONENTS AT A GLANCE





BALANCE SHEET
As at 31 May 2020

Actual May 19 $000's		Actual May 20 $000's	Forecast June 20 $000's	Adopted Budget June 20 $000's
	Assets			
95,641	Total Current Assets	123,309	99,094	83,951
904,655	Total Non Current Assets	889,984	896,062	923,241
1,000,296	**Total Assets**	1,013,293	995,156	1,007,192
	Liabilities			
16,258	Total Current Liabilities	20,859	18,730	19,076
18,647	Total Non Current Liabilities	18,733	16,034	21,370
34,905	**Total Liabilities**	39,592	34,764	40,446
965,391	**Net Assets**	973,701	960,392	966,746

The rate debtors outstanding at the end of May 2020 were $11.83 million (17.08%) compared to May 2019 of $8.25 million (12.04%) and the increase reflects the 2019/20 third instalment due date of 31 May 2020 being a Sunday. A large number of payments was received in the first week of June 2020.

A final farm rate drought relief adjustment for the majority of "farm" ratepayers was also completed in May 2020..

Council cash holdings at the end of May 2020 are $111.4 million, higher than May 2019 of $99.3 million due to advance funds and lower than expected expenditure.

The current cash holdings include $51.0 million restricted funds; $11.0 million to cover reserves, $36.6 million to cover provisions and trusts, and approximately $22.2 million associated with the operating and capital carried forwards.

The balance is generally working capital for ongoing operations over the next quarter.

Restricted cash is money that is reserved for specific purposes and therefore not available for general business use.

CAPITAL EXPENDITURE PROGRAM

For the year ending 31 May 2020

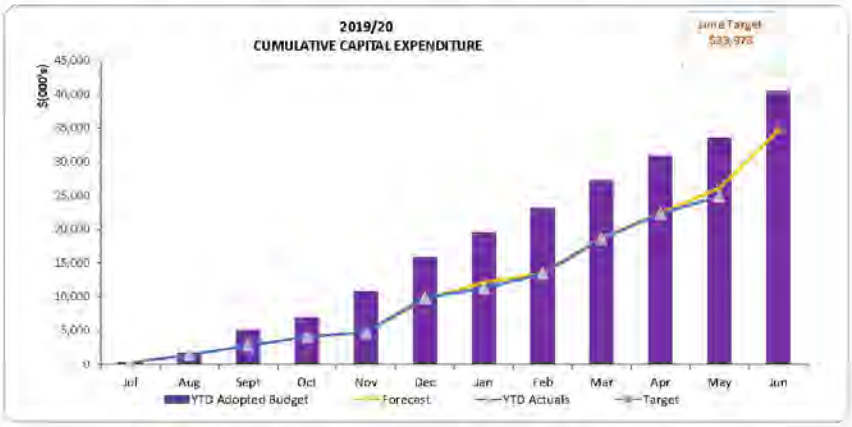
	YEAR TO DATE 2019-20			FULL YEAR 2018-19		
	Actual $000's	Forecast $000's	Variance $000's	Forecast $000's	Adopted Budget $000's	Variance to Adopted $000's
Property	4,980	7,101	2,121	7,140	11,224	4,084
Infrastructure	17,944	23,984	6,040	23,930	25,840	1,910
Plant and Equipment	1,898	2,808	910	2,822	2,742	(80)
Intangibles	34	85	51	85	682	597
Grand Total	**24,856**	**33,978**	**9,122**	**33,977**	**40,488**	**6,511**

	YEAR TO DATE 2019-20			FULL YEAR 2018-19		
	Actual	Forecast	Variance	Forecast	Adopted Budget	Variance to Adopted
Renewal	17,357	22,773	5,416	22,772	23,688	916
Upgrade	5,067	7,495	2,428	7,495	11,803	4,308
Expansion	2,289	3,558	1,269	3,558	4,592	1,034
New Assets	143	152	9	152	405	253
Grand Total	**24,856**	**33,978**	**9,122**	**33,977**	**40,488**	**6,511**

- There is a forecast of $5.86 million underspend compared to the 2019/20 adopted budget. Commencement of a number of projects have been deferred to 2020/21 awaiting approvals from other government authorities, or resourcing of alternative funding. Efforts to complete projects carried into the year and to meet the anticipated pattern of expenditure has been a continual focus.

Capital Works Summary - for the period ending 31 May 2020

- 10 projects are in pre-planning (development of the concept design, the detail design, community consultation and seeking quotes or tenders).
- Overall 94 projects are at practical completion, 31 more projects are underway and 5 projects have had contracts awarded but not yet commenced.
- Cameron Sporting Complex - Work is progressing to schedule. Stage 1 expected to be complete at end of July 20.
- The following projects continued in May 2020 with works expected to be completed in June 20; Barkly Street Drainage Renewal , Port of Sale Skate Park - Lighting, Aqua Energy Workforce Management System, and Asphalt Urban Street Programmes.
- Rathjens Road Reconstruction was completed in May 20.
- The Contractor commenced on site on the Tarra Trail Stage 2 project in May 20 and is progressing well.



MAY PERFORMANCE REPORT

MAY 2020 COUNCIL PLAN HIGHLIGHTS

Grants for combating pests and weed
Council has been successful in its application for funding under Round 2 of the Communities Combating Pests and Weed Impact During Drought Program. The funding of $536,000 will support several initiatives including grants to help farmers control weeds and pest animals; helping farmers to develop a weed and pest management plan, then assisting them to undertake priority actions; workshops to help farmers to better manage weeds and pest animals and prevent future outbreaks; training for farmers to be accredited in the safe and effective use of chemicals for weed and pest control. It will also include Wellington Shire Council undertaking roadside weed and pest animal control work to complement that done by landowners under the program in areas where roadside control programs are not currently in place.

Grants for Gippsland Bioenergy Framework
Council has been successful in its funding application for $50,000 from the Latrobe Valley Authority to undertake the development of a Gippsland Bioenergy Framework as part of the innovation group priority projects.

Water Management Plan
Wellington Shire Council Integrated Water Management Plan is now complete. The Plan is designed to bring together departments from within Council to improve collaboration on water related projects, as well as supporting stronger links between Council, community and external stakeholders. It will be used to guide a range of integrated water management initiatives across Wellington Shire.

Improvements to Sloping Bridge, Alberton West
Funding applications have been submitted for improvements to Sloping Bridge, Alberton West, under the Bridges Renewal Program and to widen Pound Road East under the Heavy Vehicle Safety and Productivity Program.

Heyfield Youth Play Precinct project
Council sought community feedback on the track layout and skate park extension. Designers are now going to develop a detailed design for inclusion in the tender documents. Federal funding has already been secured for this project.

Heyfield Town Tree Plan
Year 1 tree list was reviewed with the view to ensure biodiversity. Year 2 - documentation is ready for community engagement between June and July.

Sale Botanical Gardens Management Plan
Feedback has been received on the reviewed plan from the Friends of Sale Botanic Gardens. Final document is currently being prepared.

Capital Project Progress

- Cameron Sporting Complex Stadium Redevelopment project: Meeting room and court 2 works were commenced. Planning works were also commenced for signage design across the facility. Project is tracking according to the schedule.
- The Stratford Tennis Court project has been completed and handed over to the club and night tennis has now recommenced in line with easing COVID-19 restrictions.
- Sale Tennis Club Redevelopment project: Fencing and lighting for Stage 2 works are currently in progress. Council is working through a plan for testing the success of the courts completed to date with Sport & Recreation Victoria, Tennis Victoria and the Sale Tennis Club. This will involve an independent assessment run by Latrobe Valley Authority

and Tennis Australia. No action is planned on the next stage courts until this assessment scope has been agreed and the assessment returned for consideration.

- Stratford Recreation Reserve Changeroom Redevelopment project: Tender has been awarded. Construction is due to commence in August. If 2020 football/netball season is cancelled there could be an opportunity to commence sooner.
- Stephenson Park Changeroom Redevelopment project: Project Reference Group has been established and updated concept plan developed. Users Reference Group is currently providing feedback on the updated design.
- Pine Lodge Tennis Courts Reconstruction project: Construction works are complete with minor defect items being addressed. Stratford Tennis Club was given possession on 27 May. Official opening of the courts has been postponed pending COVID-19 restrictions being lifted.
- Sale Oval Facility Works: Concept designs have been developed with consultation being undertaken with user groups. Approval of 5 of 6 design elements has been provided by user groups. Consultation with user groups has been completed via an online platform and has proven to be successful.
- Aqua Energy Redevelopment: Concept design work has commenced. The architects have conducted forums with key user groups and operational staff. Draft concept floorplans have been developed and presented to Council's Technical Working Group for review. Upcoming consultation to occur with Sport and Recreation Victoria and council workshop in July. Project scope has been affected by the uncovering of asbestos and further structural investigation is undertaken as part of design preparation. A new scope will be presented for Council consideration.

Gippsland Art Gallery Foundation
The Gippsland Art Gallery Foundation has been established, a new Public Ancillary Fund managed by an independent Board of Trustees, which will be able to fundraise for Gippsland Art Gallery acquisitions and projects and receive major donations and bequests on behalf of the Gippsland Art Gallery. A major innovation for the Gippsland Art Gallery, the foundation puts us on par with other public galleries and sets us up for future expansion as a major destination product for community and visitors to our shire.

'Gallery at Home'
Launch of the new 'Gallery at Home' initiative (http://www.gippslandartgallery.com/gallery-at-home/) took place on 13 May. The 'Gallery at Home' page comprises rich new online content including kids' workshops, adult drawing workshops, virtual 360 tours, podcast interviews with artists and virtual studio visits.

Art Gallery Collection online
Launch of the Online Gippsland Art Gallery Collection (http://www.gippslandartgallery.com/collection/) took place on 28 May. This online project was generously funded by a $15,000 grant from the Victorian Government through Creative Victoria and enables visitors to search through all 2,240 artworks in the permanent collection.

Online interactions during closure
With the Gippsland Art Gallery physically re-opening on 1 June we have an opportunity to reflect on what we have achieved over the last 10 weeks of closure. In that time, we would have received approximately 7,000 physical visitors. Instead, we have received over 86,000 online interactions (website and social media). The data shows that our audiences are engaging with our gallery online like never before (while physical visitations prior to the closure have also been higher than they have ever been).

Community Managed Facilities Strategy
Public consultation for the Community Managed Facilities Strategy closed on 15 May. Over 70 interested community members provided input via survey responses and online Q&A sessions.

Consultation outcomes are being presented to a council workshop on 16 June.

Return to Training and Return to Play Plans
Committees continue to respond well to regular updates being provided about COVID-19 restrictions. Committees are now preparing for a gradual recommencement of activities from 1 June. Many recreation reserves and sporting clubs returned to training from 25 May and are implementing Return to Training and Return to Play Plans in line with requirements from peak sporting bodies. Feedback about the condition of reserves received from users of committee-managed reserves has been positive and committees are to be commended for their commitment to upkeep of the reserves and facilities during COVID-19 restrictions.

Community Grants
Four Quick Response Grants were awarded in May totaling $8,000 in funding. 13 Community Assistance Grants were also awarded in May totaling $58,473 in funding.

Sporting Infrastructure Plan
Draft Sporting Infrastructure Plan report has been reviewed and presented to Corporate Management Team. Feedback is being consolidated for the consultant to make amendments.

Community Infrastructure Plan
Due to COVID-19 restrictions, community engagement mechanisms have been altered. Community online forums have commenced and will continue until late June. An online survey had 64 responses in the first 2 weeks of being open.

LEARN roads project
Leave Early Access Road Network (LEARN) roads project recommendations for roadside vegetation management completed and will be workshopped with Council in June.
Funding has also been approved for continuation of the LEARN roads project to develop practice guidelines for roadside vegetation management that aligns with emergency management principles.

Funding for the Local Incident Management Plan
A bid for state funding was successful under the Safer Together program for the Local Incident Management Plan. The contract for this work was by the state program and has gone out to tender. This work will form the basis of establishment of a sustainable community emergency management planning process within Wellington Shire.

Support for vulnerable community members
Community support has continued to be provided through Shire's COVID-19 relief line and outreach phone calls to vulnerable community members. Calls have been made to all ratepayers identified over the age of 80 and letters sent to all ratepayers over the age of 65. No systemic relief gaps have been identified and where necessary, referrals have been made to welfare agencies to support those most vulnerable to COVID-19. Staff from closed council services undertaking temporary reassignments have enthusiastically carried out these COVID-19 support duties enabling council to provide this additional support to the community.

Resumption of activities at GRSC
Easing of activity restrictions by the state government has seen the commencement of facilitated outdoor activity sessions and the resumption of hockey and basketball training (outdoors) at GRSC.
Social distancing, cleaning, sanitisation and recording participant details are some of the many considerations addressed in preparation for, and during the conduct of, activities.

Operations of Aqua Energy
More maintenance work has been conducted at Aqua Energy during the facility closure, again in preparation for reactivation of the centre, and bringing forward some projects that would otherwise have disrupted normal operations.

Final preparations for the month have been the additional planning and training of staff in readiness for opening of the 25 metre and hydrotherapy pools on 1 June for partial services.

Opening Libraries
Planning during May has meant that each library branch was ready to meet the announced opening date of 1 June, except for Maffra, which is undergoing painting and refurbishment for two weeks during June. Branch staff have been busy readying their locations for an influx of patrons under social distancing and hygiene guidelines. We are eager to resume many duties and greet our public once again, as restrictions are gradually lifted during June and July.

Click and Deliver service
Wellington Libraries successfully completed their Click and Deliver service, with 1,655 items delivered to 498 patrons this month and 905 items returned. Since starting in April, a total of 3,998 items were delivered to 1,185 patrons, with 1,529 items returned directly from patrons. This warmly received service enabled the public to receive library resources, keep in touch with local staff and eliminate a large backlog upon reopening.

Virtual learning programmes
Virtual programming of children's Storytime and Rock, Rhythm & Rhyme services completed a successful and busy season during May. A significant amount of work was done to create and manage each session which was run by every branch. 224 patrons attended 12 sessions since virtual services were introduced in April. Staff gained valuable online presentation skills which will be employed in future events.

Introduction of e-resources
New electronic resources were introduced during COVID-19 closures so patrons could use additional services remotely. These included Ancestry.com, Ulverscroft eBooks, State Library eResources and Studiosity 24/7 eTutoring. Some of these services will continue after the COVID-19 response.

Online Initiatives of the Wedge
The Wedge online initiatives (Possums Presents, Dorb's Docos and The Wedge Trivia) have reached over 4,000 patrons in May with approximately 100 people playing the online trivia produced by The Wedge and hosted by Cr McCubbin each week.

Programs with limited audience
The Wedge team is busy programing shows and events in anticipation of easing of COVID-19 restrictions and return of limited audiences in late June. The emphasis will be on smaller, local shows given restricted tickets being able to be sold and there is great excitement amongst the theatre community for these local opportunities during a time when big shows are not possible.

Social Enterprise Network
Development of a Social Enterprise Network of Victoria - Gippsland - is well underway with partners from 5 local government areas forming a consortium for a funding application to build, strengthen and promote social and community enterprise across Gippsland.

Youth Council Activities
Youth Council has been involved with consultation into the new Sale Headspace service's refurbishment project and Council is now part of the Bairnsdale Headspace Consortium.
A youth survey to inform key issues for young people in our Shire is currently open and data collected will inform the Youth Summit scheduled for August 2020 and an annual Youth Action Plan for the shire.

'Be Kind Wellington' project
In response to the COVID-19 Pandemic, the Social Planning and Policy team launched the 'Be Kind Wellington' Project, which is a social marketing campaign promoting social connection. Phase 1 of Be Kind Wellington is promoted by a public Facebook group with resources, activities,

and opportunities for community conversations available online and the ability for these to be carried over, to be promoted and delivered physically in the community. The approach will allow for natural transitions with changes in social restrictions.
The overarching social media campaign will be promoted as Be Kind Wellington, with other sub-headings and hash tags such as: Be kind to yourself; Be kind to your community; Be kind to your neighbor; Be kind to your local business
Phase 2 will largely focus on reactivating and reconnecting our community as we transition out of COVID-19 restrictions.

Funding for Great Southern Rail Trail
Minister Jaclyn Symes, Minister for Regional Development, confirmed Council's successful application under the Regional Infrastructure Fund 2019-20 for a $500,000 grant to support the Great Southern Rail Trail project. The balance of funds required for the project will be sought through Sport and Recreation Victoria's Community Sports Infrastructure Stimulus Program.

Business support
A Business Support Reference Group was established to assist with the creation and delivery of a planned Business Boost campaign.
Council has provided additional support to Business and Traders/Tourism Associations by funding membership subscriptions for 12 months.

Licola Communications Tower
Lease negotiations nearing finalisation for new communications tower at Licola. The tower is part of the Commonwealth Blackspot Program which will result in mobile phone coverage and data being provided to the township.

Amendment C109
Officers have prepared Amendment C109 to the Wellington Planning Scheme, which proposes to implement various State Government initiatives to make the Planning Scheme more succinct and remove non-value adding planning permit requirements (e.g. sheds). The Amendment will be reported to Council on 2 June 2020, but not be publicly exhibited until a later date.

Accounts Payable Workflow Function
Council's new accounts payable workflow function in Authority has been rolled out. The first payment run using this function was conducted successfully on 28 May.

New On-Line Tendering System
Training is being conducted for the On-Line Tendering System which is due to be rolled out in June.

C2 - REPORT

GENERAL MANAGER CORPORATE SERVICES

ITEM C2.1 **ASSEMBLY OF COUNCILLORS**

DIVISION: CORPORATE SERVICES

ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES

DATE: 16 JUNE 2020

IMPACTS									
Financial	Communication	Legislative	Council Policy	Council Plan	Resources & Staff	Community	Environmental	Engagement	Risk Management
		✓		✓					

OBJECTIVE

To report on all assembly of Councillor records received for the period 28 May 2020 to 10 June 2020.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council note and receive the attached Assembly of Councillor records for the period 28 May 2020 to 10 June 2020.

BACKGROUND

Section 80A of the *Local Government Act 1989* requires a written record be kept of all assemblies of Councillors, stating the names of all Councillors and Council staff attending, the matters considered, and any conflict of interest disclosures made by a Councillor. These records must be reported, as soon as practicable, at an ordinary meeting of the Council and recorded in the minutes.

Below is a summary of all assembly of Councillor records received for the period 28 May to 10 June 2020.

OPTIONS

Council has the following options:

1. Note and receive the attached assembly of Councillors records; or
2. Not receive the attached assembly of Councillors records.

PROPOSAL

That Council note and receive the attached assembly of Councillors records during the period 28 May 2020 to 10 June 2020.

CONFLICT OF INTEREST

No staff and/or contractors involved in the compilation of this report have declared a Conflict of Interest.

LEGISLATIVE IMPACT

The reporting of written records of assemblies of Councillors to the Council in the prescribed format complies with Section 80A of the *Local Government Act 1989.*

COUNCIL PLAN IMPACT

The Council Plan 2017-21 Theme 6 Organisational states the following strategic objective and related strategy:

> Strategic Objective 6.3
> *"Maintain a well governed, transparent, high performing, ethical and accountable organisation."*
>
> Strategy 6.3.3
> *"Ensure sound governance processes that result in responsive, ethical, transparent and accountable decision making."*

This report supports the above Council Plan strategic objective and strategy.

ASSEMBLY OF COUNCILLORS –1 JUNE 2020

MEETING	COUNCILLORS, OFFICERS AND OTHERS IN ATTENDANCE (NAME AND POSITION)					
	Councillor Name	Attendance	Conflict of Interest	Officer Name	Attendance	Item No.
Gippsland Art Gallery Advisory Group	Cr Ian Bye	No		D Morcom, CEO	No	
	Cr Carolyn Crossley	No		A Skipitaris, GMCS	No	
	Cr Alan Hall	No		S Houlihan, GMC&C	No	
	Cr Malcolm Hole	No		C Hastie, GMB&NE	No	
	Cr Darren McCubbin	No		B McAlister, GMD	No	
	Cr Gayle Maher	No		Simon Gregg, Art Gallery Director	Yes	All
	Cr Carmel Ripper	No		Andrew Thomson, Acting Manager Arts & Culture	Yes	All
	Cr Scott Rossetti	Yes	No			
	Cr Garry Stephens	No				

OTHERS IN ATTENDANCE (NAME AND POSITION)	MATTERS/ITEMS CONSIDERED AT THE MEETING
	Proposed art acquisitions
	Planning and monitoring of programs
	Expansion and encouragement of volunteer program
	Cultural and artistic matters relating to Gallery and other services of council
	Friends of the Gallery report
	Director's Report

ASSEMBLY OF COUNCILLORS – 2 JUNE 2020

MEETING	COUNCILLORS AND OFFICERS IN ATTENDANCE (NAME AND POSITION)				CONFLICT/S OF INTEREST OR ACTION ITEMS
	Name	Attendance	Name	Attendance	
IT / Diary Meeting	Cr Bye	Yes	Cr Ripper	Yes	N/A
	Cr Crossley	Yes	Cr Rossetti	Yes	N/A
	Cr Hall	Yes	Cr Stephens	Yes	N/A
	Cr Hole	Yes	David Morcom, CEO	Yes	N/A
	Cr McCubbin	Yes	Viktoria Pope, EA CEO	Yes	N/A
	Cr Maher	Yes	Damian Norkus, ICT Operations Officer	Yes	N/A

MEETING	COUNCILLORS AND OFFICERS IN ATTENDANCE VIA SKYPE (ONLINE MEETING ONLY)				CONFLICT/S OF INTEREST OR ACTION ITEMS
	Name	Attendance	Name	Attendance	
Workshops	Cr Bye	Yes	Cr Rossetti	Yes	
	Cr Crossley	Yes	Cr Stephens	Yes	
	Cr Hall	Yes	David Morcom, CEO	Yes	
	Cr Hole	Yes	Arthur Skipitaris, GM Corporate Services	Yes	
	Cr McCubbin	Yes	Sharon Houlihan, GM Community & Culture	No	
	Cr Maher	Yes	Chris Hastie, GM Built & Natural Environment	Yes	
	Cr Ripper	Yes	Brent McAlister, GM Development	Yes	

	MATTERS/ITEMS CONSIDERED AT THE MEETING	OTHERS IN ATTENDANCE VIA SKYPE (ONLINE MEETING ONLY)	SUMMARY & ACTION ITEMS
Workshops (cont.)	**1. COMMUNITY/ECONOMIC RECOVERY UPDATE**	• Paul Johnson, Manager Business Development • Karen McLennan, Manager Emergency and Pandemic *Conflict of Interest: Nil*	Councillors noted updates Action: N/A
	***2.* LOCAL GOVERNMENT POWER PURCHASE AGREEMENT**	• Joanna Rule, Sustainability Projects Officer *Conflict of Interest: Nil*	Councillors noted & agreed with updates Action: Paper for Council Meeting scheduled for 16th June 2020
	3. COUNCIL MEETING FREQUENCY REVIEW	• Arthur Skipitaris, General Manager Corporate Services *Conflict of Interest: Nil*	Councillors noted & agreed with updates Action: Transition back to 2 Council Meetings per month. Provide paper(s) for the 16th June Council Meeting
	4. SOUTHERN RURAL WATER UPDATE	• Cameron Fitzgerald, Managing Director *Conflict of Interest: Nil*	Councillors noted & agreed with updates Action: N/A
	5. PROPOSED SALE OF 298-310 COMMERCIAL ROAD YARRAM	• Paul Johnson, Manager Business Development • Daniel Gall, Coordinator Commercial Property *Conflict of Interest: Nil*	Councillors noted & agreed with updates Action: Agreed to hold off sale of this property and officers to update Councillors with options later this year.
	6. LOCAL ROADS COMMUNITY INFRASTRUCTURE PROGRAM VERBAL UPDATE	• Chris Hastie, General Manager Built and Natural Environment • Brent McAlister, General Manager Development *Conflict of Interest: Nil*	Councillors noted & agreed with updates Action: Provide recommended projects to Council at 16th June Workshop.

ASSEMBLY OF COUNCILLORS – 9 JUNE 2020

MEETING	COUNCILLORS AND OFFICERS IN ATTENDANCE VIA SKYPE (ONLINE MEETING ONLY)				CONFLICT/S OF INTEREST OR ACTION ITEMS
	Name	**Attendance**	**Name**	**Attendance**	
Workshop	Cr Bye	Yes	Cr Rossetti	Yes	Nil
	Cr Crossley	Yes	Cr Stephens	Yes	Nil
	Cr Hall	Yes	David Morcom, CEO	Yes	Nil
	Cr Hole	Yes	Arthur Skipitaris, GM Corporate Services	Yes	Nil
	Cr McCubbin	Yes	Sharon Houlihan, GM Community & Culture	No	Nil
	Cr Maher	Yes	Chris Hastie, GM Built & Natural Environment	Yes	Nil
	Cr Ripper	Yes	Brent McAlister, GM Development	Yes	Nil

	MATTERS/ITEMS CONSIDERED AT THE MEETING	NOTES	SUMMARY & ACTION ITEMS
Workshop (cont.)	**1. RECEIPT AND CONSIDERATION OF THE 2020/21 DRAFT BUDGET SUBMISSIONS**	Officers provided Council with an opportunity to undertake the following process for consideration of submissions related to the 2020/21 Draft Budget. o Discuss and review each budget submission o Consider officer comments and proposed recommendation *Conflict of Interest: Nil*	Councillors noted & agreed with updates **Action:** Decision to be provided in writing to individual submitters and also a summary to be placed in the Council agenda for the adoption of the 2020/21 Draft budget at the Council meeting scheduled for 16 June 2020

ASSEMBLY OF COUNCILLORS – 9 JUNE 2020

MEETING	COUNCILLORS, OFFICERS AND OTHERS IN ATTENDANCE (NAME AND POSITION)					
	Councillor Name	**Attendance**	**Conflict of Interest**	**Officer Name**	**Attendance**	**Item No.**
STRATEGIC LAND USE PLANNING PROJECT REVIEW GROUP	Cr Ian Bye	Yes	NO	D Morcom, CEO	No	
	Cr Carolyn Crossley	No		A Skipitaris, GMCS	No	
	Cr Alan Hall	No		S Houlihan, GMC&C	No	
	Cr Malcolm Hole	No		C Hastie, GMB&NE	Yes	ALL
	Cr Darren McCubbin	Yes	NO	B McAlister, GMD	Yes	ALL
	Cr Gayle Maher	Yes	NO			
	Cr Carmel Ripper	No				
	Cr Scott Rossetti	No				
	Cr Garry Stephens	No				

OTHERS IN ATTENDANCE (NAME AND POSITION)	MATTERS/ITEMS CONSIDERED AT THE MEETING
Josh Clydesdale (Manager Land Use Planning)	1. Minutes of Meeting – 14 April 2020
Dean Morahan (Manager Assets and Projects)	2. Strategic Planning Priorities
Barry Hearsey (Coordinator Strategic Planning)	3. Incoming Correspondence
Ben Proctor (Strategic Planner)	4. Rezoning Requests
Caragh Button (Strategic Planner)	5. Other Business

ITEM C2.2 **AUDIT AND RISK COMMITTEE MINUTES**

DIVISION: CORPORATE SERVICES

ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES

DATE: 16 JUNE 2020

IMPACTS									
Financial	Communication	Legislative	Council Policy	Council Plan	Resources & Staff	Community	Environmental	Engagement	Risk Management
		✓		✓					✓

OBJECTIVE

To receive and note the minutes of the Audit & Risk Committee meeting held on 28 May 2020.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That:

1. ***Council receive and note the minutes in brief (Attachment Audit & Risk Committee 28 May 2020 Minutes in Brief) and the confidential attachment Audit & Risk Committee Minutes of 28 May 2020;***
2. ***The information contained in the confidential attachment Audit & Risk Committee Minutes of 28 May 2020 of this Council meeting agenda and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the General Manager Corporate Services on 1 June 2020 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989: f) legal advice; and h) any other matter which the Council considers would prejudice the Council or any person;***
   be designated confidential information under Section 77 Clause (2)(b) of the Local Government Act 1989.

BACKGROUND

Council maintains an Audit & Risk Committee in accordance with section 139 of the *Local Government Act 1989*. The Audit & Risk Committee is an independent advisory Committee to Council and its primary objective is to assist Council in the effective conduct of its responsibilities for financial reporting, management of risk, maintaining a reliable system of internal controls and facilitating the organisation's ethical development. Minutes of the Audit & Risk Committee are reported direct to Council.

A copy of the minutes in brief from the Audit & Risk Committee meeting of 28 May 2020 can be found at Attachment Audit & Risk Committee 28 May 2020 Minutes in Brief of this report and is provided for the information of Council and the public in general.

OPTIONS

Council has the following options available:

1. To receive and note the minutes from the Audit & Risk Committee meeting of 28 May 2020; or
2. To seek further information and consider the minutes at a future meeting.

PROPOSAL

To receive and note the minutes of the Audit & Risk Committee meeting held on 28 May 2020.

CONFLICT OF INTEREST

No staff and/or contractors involved in the compilation of this report have declared a Conflict of Interest.

LEGISLATIVE IMPACT

The *Local Government Act 1989*, section 139(1) requires Council to establish an audit committee. Council's Audit & Risk Committee is an Advisory Committee to Council and operates within the Terms of Reference and Charter adopted by Council.

The Audit & Risk Committee Terms of Reference require the minutes of the Audit & Risk Committee to be forwarded to an ordinary meeting of the Council, including a report explaining any specific recommendations and key outcomes. The Audit & Risk Committee is also required to report annually to the Council summarising the activities of the Committee during the previous financial year.

This report complies with the legislative requirements and the Audit & Risk Committee Terms of Reference requirements.

COUNCIL PLAN IMPACT

The Council Plan 2017-21 Theme 6 Organisational states the following strategic objective and related strategy:

> <u>Strategic Objective 6.3</u>
> *"Maintain a well governed, transparent, high performing, ethical and accountable organisation."*
>
> <u>Strategy 6.3.3</u>
> *"Ensure sound governance processes that result in responsive, ethical, transparent and accountable decision making."*

This report supports the above Council Plan strategic objective and strategy.

RISK MANAGEMENT IMPACT

The Audit & Risk Committee Charter identifies the management of risk as one of the primary objectives of the Audit & Risk Committee. The Audit & Risk Committee monitors the risk exposure

of Council by determining if management has appropriate risk management processes and adequate management information systems in place.

AUDIT & RISK COMMITTEE MEETING MINUTES IN BRIEF – 28 MAY 2020

Present: Mr Chris Badger (Chair)
Mr Frank Evans
Ms Kiah Cashman
Councillor Alan Hall
Councillor Garry Stephens

In attendance: Mr David Morcom (Chief Executive Officer)
Mr Arthur Skipitaris (General Manager Corporate Services)
Mr Ian Carroll (Manager Corporate Finance)
Mr Gordon Robertson (Crowe)
Mr Deryck Tindall (Crowe)
Mr Kundai Mtsambiwa (HLB Mann Judd)
Ms Zara Shan (HLB Mann Judd)
Mrs Sheryl Saynor (Executive Support Officer)

1. Welcome

2. Apologies -

3. Closure of Meeting to Public:-

Councillor Stephens/Frank Evans
That the meeting be closed to the public under Section 89(2) of the Local Government Act 1989 to discuss legal advice and any other matter which the Council or special committee considers would prejudice the Council or any person.

CARRIED

4. Declaration of Conflict(s) of Interest:-
Nil

5. Adoption of Previous Minutes – 24 February 2020:-

Councillor Hall/Kiah Cashman
That the Committee adopt the minutes of the previous meeting held on 24 February 2020.

CARRIED

6. In Camera Session

The In Camera session was conducted as a separate meeting at 9.30am with Chris Badger, Frank Evans, Kiah Cashman, Councillor Alan Hall and Councillor Garry Stephens present.

7. Action Items from Previous Minutes

Councillor Hall/Frank Evans
That the Audit & Risk Committee recommend to Council that it receive the report.
That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 21 May 2020 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:
(h) any other matter which the Council or special committee considers would prejudice the Council or any person.
be designated confidential information under Clause 77(2)(b) of the Local Government Act 1989.

CARRIED

8. External Audit Strategy

Councillor Hall/Councillor Stephens
That the Audit & Risk Committee recommend to Council that it receive the report.
That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 21 May 2020 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:
(h) any other matter which the Council or special committee considers would prejudice the Council or any person.
be designated confidential information under Clause 77(2)(b) of the Local Government Act 1989.

CARRIED

9. Strategic Internal Audit Plan

Councillor Stephens/Kiah Cashman
That the Audit & Risk Committee recommend to Council that it receive the report.
That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 21 May 2020 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:
(h) any other matter which the Council or special committee considers would prejudice the Council or any person.
be designated confidential information under Clause 77(2)(b) of the Local Government Act 1989.

CARRIED

10. Internal Audit – Review of Human Resource Management

Councillor Hall/Frank Evans
That the Audit & Risk Committee recommend to Council that it receive the report.
That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 21 May 2020 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:
(h) any other matter which the Council or special committee considers would prejudice the Council or any person.
be designated confidential information under Clause 77(2)(b) of the Local Government Act 1989.

CARRIED

11. Internal Audit – Review of Landfill and Waste Management Planning

Councillor Hall/Councillor Stephens
That the Audit & Risk Committee recommend to Council that it receive the report.
That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 21 May 2020 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:
(h) any other matter which the Council or special committee considers would prejudice the Council or any person.
be designated confidential information under Clause 77(2)(b) of the Local Government Act 1989.

CARRIED

12. Internal Audit – Review of Operations of the Wellington Entertainment Centre (incl. OH&S)

Kiah Cashman/Frank Evans
That the Audit & Risk Committee recommend to Council that it receive the report.
That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 21 May 2020 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:
(h) any other matter which the Council or special committee considers would prejudice the Council or any person.
be designated confidential information under Clause 77(2)(b) of the Local Government Act 1989.

CARRIED

13. Status of Audit Recommendations

Councillor Hall/Councillor Stephens
That the Audit & Risk Committee recommend to Council that it receive the report.
That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 21 May 2020 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:
(h) any other matter which the Council or special committee considers would prejudice the Council or any person.
be designated confidential information under Clause 77(2)(b) of the Local Government Act 1989.

CARRIED

14. Update on COVID-19

Kiah Cashman/Councillor Stephens
That the Audit & Risk Committee recommend to Council that it receive the report.
That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 21 May 2020 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

(h) any other matter which the Council or special committee considers would prejudice the Council or any person.

be designated confidential information under Clause 77(2)(b) of the Local Government Act 1989.

CARRIED

15. VAGO Report: Managing Development Contributions

Frank Evans/Councillor Hall

That the Audit & Risk Committee recommend to Council that it receive the report.

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 21 May 2020 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

(h) any other matter which the Council or special committee considers would prejudice the Council or any person.

be designated confidential information under Clause 77(2)(b) of the Local Government Act 1989.

CARRIED

16. Changes to Accounting policies/Accounting Standards

Kiah Cashman/Frank Evans

That the Audit & Risk Committee recommend to Council that it receive the report.

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 21 May 2020 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

(h) any other matter which the Council or special committee considers would prejudice the Council or any person.

be designated confidential information under Clause 77(2)(b) of the Local Government Act 1989.

CARRIED

17. Council and Employee Policies

Kiah Cashman/Frank Evans

That the Audit & Risk Committee recommend to Council that it receive the report.

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 21 May 2020 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

(h) any other matter which the Council or special committee considers would prejudice the Council or any person.

be designated confidential information under Clause 77(2)(b) of the Local Government Act 1989.

CARRIED

18. Evaluation of Audit & Risk Committee Performance

Councillor Hall/Frank Evans

That the Audit & Risk Committee recommend to Council that it receive the report.

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 21 May 2020 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

(h) any other matter which the Council or special committee considers would prejudice the Council or any person.

be designated confidential information under Clause 77(2)(b) of the Local Government Act 1989.

CARRIED

19. Occupational Health & Safety Performance Indicators

Frank Evans/Councillor Hall

That the Audit & Risk Committee recommend to Council that it receive the report.

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 21 May 2020 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

(h) any other matter which the Council or special committee considers would prejudice the Council or any person.

be designated confidential information under Clause 77(2)(b) of the Local Government Act 1989.

CARRIED

20. Draft Council Plan

Councillor Hall/Councillor Stephens

That the Audit & Risk Committee recommend to Council that it receive the report.

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 21 May 2020 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

(h) any other matter which the Council or special committee considers would prejudice the Council or any person.

be designated confidential information under Clause 77(2)(b) of the Local Government Act 1989.

CARRIED

21. Draft 2020/21 Budget

Councillor Stephens/Kiah Cashman

That the Audit & Risk Committee recommend to Council that it receive the report.

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 21 May 2020 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

(h) any other matter which the Council or special committee considers would prejudice the Council or any person.

be designated confidential information under Clause 77(2)(b) of the Local Government Act 1989.

CARRIED

22. Strategic Risks

The Committee agreed to defer this item to the next meeting.

23. Information Services & Cyber Security Update

Kiah Cashman/Frank Evans
That the Audit & Risk Committee recommend to Council that it receive the report.
That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 21 May 2020 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:
(h) any other matter which the Council or special committee considers would prejudice the Council or any person
be designated confidential information under Clause 77(2)(b) of the Local Government Act 1989.

CARRIED

24. Financials, Council Plan Highlights and Progress of Major Initiatives and Initiatives

Kiah Cashman/Councillor Hall
That the Audit & Risk Committee recommend to Council that it receive the Report.
That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 21 May 2020 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:
(h) any other matter which the Council or special committee considers would prejudice the Council or any person
be designated confidential information under Clause 77(2)(b) of the Local Government Act 1989.

CARRIED

25. Fraud Report

Frank Evans/Councillor Hall
That the Audit & Risk Committee recommend to Council that it receive the report.
That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 21 May 2020 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:
(h) any other matter which the Council or special committee considers would prejudice the Council or any person
be designated confidential information under Clause 77(2)(b) of the Local Government Act 1989.

CARRIED

26. Excessive Staff Leave

Councillor Hall/Councillor Stephens
That the Audit & Risk Committee recommend to Council that it receive the Report.
That the information, contained in the attached document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive

Officer on 21 May 2020 because it relates to the following grounds under Section 89(2) of the Act:

(h) any other matter which the Council or special committee considers would prejudice the Council or any person

be designated confidential information under Clause 77 (2) (b) of the Local Government Act 1989.

CARRIED

27. Current Key Risk Matters

Councillor Stephens/Kiah Cashman

That the Audit & Risk Committee recommend to Council that it receive the report.

That the information, contained in the attached document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 21 May 2020 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

f) legal advice;

h) any other matter which the Council or special committee considers would prejudice the Council or any person;

be designated confidential information under Clause 77 (2) (b) of the Local Government Act 1989.

CARRIED

28. Insurance Report

Kiah Cashman/Frank Evans

That the Audit & Risk Committee recommend to Council that it receive the report.

That the information, contained in the attached document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 21 May 2020 because it relates to the following grounds under Section 89(2) of the Act:

h) any other matter which the Council or special committee considers would prejudice the Council or any person;

be designated confidential information under Clause 77 (2) (b) of the Local Government Act 1989.

CARRIED

29. Register of Commissioned Reports

Frank Evans/Councillor Hall

That the Audit & Risk Committee recommend to Council that it receive the report.

That the information, contained in the attached document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 21 May 2020 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

h) any other matter which the Council or special committee considers would prejudice the Council or any person;

be designated confidential information under Clause 77(2)(b) of the Local Government Act 1989.

CARRIED

30. General Business

1. **Amendments to Local Government Act**

31. Rotating Assessment of and Feedback on Meeting

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 12.05PM.

ITEM C2.3 **ADOPTION OF 20/21 BUDGET AND FEES AND CHARGES, STRATEGIC RESOURCE PLAN AND RATES AND SERVICE CHARGES**

DIVISION: CORPORATE SERVICES

ACTION OFFICER: MANAGER CORPORATE FINANCE

DATE: 16 JUNE 2020

IMPACTS									
Financial	Communication	Legislative	Council Policy	Council Plan	Resources & Staff	Community	Environmental	Engagement	Risk Management
✓	✓	✓		✓		✓		✓	

OBJECTIVE

For Council to adopt the:

- 2020/21 Budget and Fees and Charges including:
  - Fees and Charges
  - Budget allocation for multi-year projects
- 2020/21 Strategic Resource Plan
- 2020/21 Declared Rates and Service Charges.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That:

1. Council adopt the 2020/21 Budget including:

- ***Fees and charges***
- ***2020/21 and 2021/22 Budget allocation for the following multi-year projects:***

Toongabbie-Cowwarr & Weir Roads, Cowwarr -Reconstruction	***$1,200,000***
Sale-Toongabbie Road Reconstruction and Widening	***$1,500,000***
Gordon Street Reconstruction, Heyfield (George Street to Harbeck Street)	***$500,000***
National Park Road, Loch Sport – Safety Treatment	***$300,000***
Lake Guthridge-Guyatt, Sale - Environmental Education Centre	***$600,000***
Maffra Lawn Tennis - Pavilion Redevelopment	***$918,000***
Stephenson Park Recreation Reserve, Sale - Changeroom Redevelopment	***$2,578,000***
Morison Street, Maffra - Upgrade (Campbell Street to Fulton Drive)	***$600,000***
Ingles Bridge, Devon North - Reconstruction (Ingles Road)	***$300,000***
Youth Play Precinct Expansion, Heyfield - Skatepark Upgrade and Pump Track	***$460,000***
Education Department Land - Raymond Street, Sale – Purchase	***$3,750,000***
Core Business Systems Upgrades	***$650,000***

2. Council adopt the 2020/21 Strategic Resource Plan; and

3. Council adopt the following declared rates and charges for the period commencing on 1 July 2020 and concluding on 30 June 2021:

A) Pursuant to the provisions of Sections 158, 161 and 162 of the Local Government Act 1989, the Wellington Shire Council hereby resolves to declare that the amount it intends to raise by rates and annual service charges is $62,964,747:

General Rate:	***$56,483,556***
Cultural & Recreational Land rates	***$ 68,647***
Garbage Charge:	***$ 4,371,624***
Waste Infrastructure Charge:	***$ 1,697,355***
EPA Levy Charge:	***$ 333,189***
Boisdale Common Effluent System Charge	***$ 10,376***

B) (1) It be further declared that, subject to paragraph 4 of this Part, the general rate be raised through the application of differential rates.

(2) A rate in the dollar of 0.004911 be specified as the general rate.

(3) It be confirmed that the general rate for all rateable land within the municipal district be determined so that the amount payable be the Capital Improved Value multiplied by the rate in the dollar of 0.004911.

(4) a) It be recorded that Council considers that a differential rate will contribute to the equitable and efficient carrying out of Council functions.

b) A differential rate be declared for that rateable land having the characteristics specified below, which characteristics will form the criteria for the differential rate so declared:

(i) Farm Land:

Means any land that:

Is "Farm Land" within the meaning of Section 2(1) of the Valuation of Land Act 1960 (paras a) and b)) and other criteria as defined by Council in c) hereunder

a) that is not less than 2 hectares in area; <u>and</u>

b) that is used primarily for grazing (including agistment), dairying, pig-farming, poultry-farming, fish-farming, tree-farming, bee-keeping, viticulture, horticulture, fruit-growing or the growing of crops of any kind or for any combination of those activities; **and**

c) where the ratepayer is a Primary Producer with any evidence/ruling confirmed by the Australian Taxation Office, registered ABN and business plan.

C) Garbage Charge:

(1) An annual service charge of $222.00 be declared for the collection and disposal of garbage in respect of Residential premises to which the service is available – whether or not the owner or occupier of any such premises avails themselves of the service.

D) Waste Infrastructure Charge:

(1) An annual service charge be declared for the development of Landfills, Recycling facilities, Transfer Stations and the rehabilitation of Landfill sites, and provision of facilities for ongoing monitoring of landfills, to ensure that Council can continue to provide a waste disposal service.

(2) The charge be $55.00 for each property in respect of which a municipal charge may be levied. This charge will not apply to properties identified as being within the Ninety Mile Beach Restructure Plan Stages 7 – 22, with the exception of those properties with an existing dwelling, where the charge will still apply.

E) EPA Levy Charge:

(1) An annual service charge of $16.92 be declared to cover the costs levied by the Environment Protection Authority on the operation of landfills, not otherwise recouped.

(2) The charge be levied on each property to which a Garbage Charge is applied, at the rate of one EPA Levy Charge for each Garbage Charge – except those properties recently the subject of the Ombudsman's report into non developable blocks along Ninety Mile Beach and noted on Council's website.

F) Boisdale Common Effluent System Charge:

(1) An annual service charge of $415.00 be declared for wastewater availability in respect of Residential and Commercial premises in the township of Boisdale, to contribute towards the costs of operation and management of the Boisdale Common Effluent System (the System).

(2) The charge be levied on each property which is connected to the System, at the rate of one charge per tenement connected.

G) Cultural and Recreational Land:

(1) The following amounts (excluding service charges) be declared as payable in accordance with Section 4 of the Cultural and Recreational Lands Act 1963, having regard to the services provided by the Council in relation to such lands and the benefit to the community derived from this recreational land:

ORGANISATION	***LOCATION***	***AMOUNT***
Gippsland Woodcraft Group Inc	***843 Maffra-Rosedale Rd, Nambrok***	***0.00***
Glenmaggie & District Boat Club	***Licola Rd, Glenmaggie***	***0.00***
Heyfield Bowling Club Inc	***George St, Heyfield***	***1615.72***
Heyfield Golf Club Inc	***91 Golf Course Rd, Heyfield***	***1920.20***
Lake Wellington Yacht Club Inc	***725 Marlay Point Rd, Clydebank***	***0.00***
Newry Golf Club	***875 Three Chain Road Newry***	***0.00***

Maffra Bowling Club Inc	*Princess St, Maffra*	*918.36*
Maffra Golf Club	*Fulton Rd, Maffra*	*4121.56*
Maffra Sale Motorcycle Club	*54 Tatterson Lane, Newry*	*179.25*
Maffra Sale Motorcycle Club	*Morison St, Maffra*	*259.06*
Maffra Squash & Racquetball Club Inc	*Little Johnson St, Maffra*	*306.94*
Para Park Co-operative Game Reserve	*Sunday Island, Port Albert*	*5483.13*
Port Albert Water Sports & Safety Centre	*31-37 Bay St, Port Albert*	*0.00*
Sale Agricultural Society – Showgrounds	*Dawson St, Sale*	*10101.93*
Sale Agricultural Society – Sale Greyhound Club	*Maffra-Sale Rd, Sale*	*3312.47*
Sale Angling & Sport Fishing Club	*5 David St, Manns Beach*	*0.00*
Sale Angling & Sport Fishing Club	*Punt Lane, Sale*	*0.00*
Sale City Football Netball Club Inc	*Guthridge Pde, Sale*	*1254.76*
Sale Community Bowls Club Ltd	*Foster St, Sale*	*4629.85*
Sale Croquet Club	*Guthridge Pde, Sale*	*0.00*
Sale & District Aero Modellers Club Inc	*Back Maffra Rd, Sale*	*214.86*
Sale Field & Game Association	*Chessum Rd, Longford*	*854.51*
Sale Golf Club	*2631 Rosedale-Longford Rd, Longford*	*6523.04*
Sale-Maffra Badminton Association Inc.	*59 Gibsons Rd, Sale*	*552.49*
Sale Small Bore Rifle Club	*86 Stephenson St, Sale*	*0.00*
Sale Tennis Club	*51 Guthridge Pde, Sale*	*682.63*
Sale Turf Club	*Maffra-Sale Rd, Sale*	*9888.30*
Sale Turf Club	*1227 Maffra-Sale Rd, Sale*	*1119.71*
Sale-Maffra Badminton Association Inc.	*59 Gibsons Rd, Sale*	*552.49*
Sale Small Bore Rifle Club	*86 Stephenson St, Sale*	*0.00*
Sale Tennis Club	*51 Guthridge Pde, Sale*	*682.63*
Sale United Football Club Inc	*313-321 Raglan St, Sale*	*908.54*
Sporting Legends Club Inc	*316 Montgomery Rd, Bundalaguah*	*955.19*
Stratford Angling Club Inc	*Hollands Landing Rd, Hollands Landing*	*0.00*

Stratford Bowls Club	***18-22 Dawson St, Stratford***	***990.79***
West Sale Bowls Club Inc	***Hunt Place, Wurruk***	***546.35***
The Yarram Country Club Inc	***332-338 Commercial Rd, Yarram***	***9097.63***
Yarram Golf Club	***42 Golf Links Rd, Yarram***	***2209.95***
Yarram Motorcycle Club	***96 Morris Rd, Yarram***	***0.00***
TOTAL		***$68,647.22***

H) Pursuant to the provisions of Section 169 of the Local Government Act 1989, Council declares a Rates Rebate on land with a Deed of Covenant for conservation purposes.

(1) Council considers that this rebate will ensure that the biodiversity values of the land will be protected for the benefit of the broader community.

(2) The rebate will apply only to the land that is affected by a covenant as described in the covenant document.

(3) The rebate will be applied at $5 per hectare, with a minimum rebate of $100 and a maximum equal to the annual general rate on the property for that portion of land.

(4) Conditions apply as per Council's Policy No. 4.1.12 – Rates Rebate on land with a Deed of Covenant for Conservation Purposes.

At the Council meeting held on 5 May 2020, it was resolved that:

1. *Council advertise its 2020/21 Draft Budget in accordance with Section 129 of the Local Government Act 1989; and*
2. *Council consider submissions on the 2020/21 Draft Budget at a Special Council Meeting on Tuesday 9 June 2020 at 3pm; and*
3. *Council meet on Tuesday 16 June 2020 to consider the formal adoption of the 2020/21 Budget.*
4. *Council make declarations regarding rates and charges for the period commencing on 1 July 2020 and concluding on 30 June 2021.*

Following a Special Council Meeting on Tuesday 9 June 2020, Council discussed and considered 14 written submissions and six supporting verbal submissions. The budget submissions have not had any major financial impact and Council has provided comment for each submission as per Attachment A. Council will also write to each submitter.

The 2020/21 Budget, as attached and presented for adoption, includes a capital works program of $53.01 million. This program includes new capital works (not works carried forward) for 2020/21 of $49.76 million, which comprises $25.17 million on roads, footpaths, bridges and drainage, $13.71 million on buildings, landfill improvements and land purchases, $1.74million on parks and open space, $3.79 million on plant and equipment, $1.95 million on recreational, leisure and community facilities and $3.4 million on other works.

The Victorian Government's Fair Go Rates System has set the 2020/21 rate cap for the general rate increase to 2%. However, given the impacts of COVID-19, the drought and recent bushfires,

Council has proposed a 0% general rate and will also not increase any other rate related service charges.

It must also be noted, that although Council will forgo substantial rates income as a result of a 0% general rate, Council will continue to focus on identifying sustainable cost savings while maintaining key community services.

OPTIONS

Council has the following options:

1. Adopt the 2020/21 Budget including Fees and Charges, and Multi Year Capital Projects; the 2020/21 Strategic Resource Plan and the 2020/21 declared Rates and Service Charges; or
2. Amend the proposed 2020/21 Budget including Fees and Charges, and Multi Year Capital Projects; the 2020/21 Strategic Resource Plan and 2020/21 declared Rates and Service Charges, prior to adoption; or
3. Seek further information and amend the 2020/21 Budget including Fees and Charges, and Multi Year Capital Projects; the 2020/21 Strategic Resource Plan and the 2020/21 declared Rates and Service Charges, prior to adoption at a future meeting of Council.

The Local Government Act 1989 Section 130(3) requires that the Budget be adopted prior to 30 June 2020 but with COVID-19 restrictions, the requirement to adopt the 2020/21 budget has been extended to 31 August 2020 if required. Therefore, should option 2 or 3 be selected a further Council Meeting before 31 August 2020 would be required to re-present the Budget for Council's consideration.

PROPOSAL

That Council adopt the 2020/21 Budget including Fees and Charges and Multi Year Capital Projects; the 2020/21 Strategic Resource Plan and the 20120/21 declared Rates and Service Charges.

CONFLICT OF INTEREST

No staff and/or contractors involved in the compilation of this report have declared a Conflict of Interest.

FINANCIAL IMPACT

Since releasing the draft budget for public submissions, close monitoring of the progress of the capital works identified some minor amendments to various projects, resulting in a net reduction of incomplete capital works from 2019/20 of ($0.1M) to be carried forward into the 2020/21 year.

14 budget and six supporting verbal submissions were received and discussed at a Special Council Meeting on 9 June 2020, however, there have not been any major financial impacts as an outcome of Council's consideration of the budget submissions. For further information regarding the outcome of these submissions, refer to Attachment 1.

The budget has been updated since the draft 2020/21 Budget was submitted to Council and now includes additional operational funding. The major funding being $0.5M to assist the Community to Combat Pests and Weeds during Drought together with some minor income adjustments which are offset by the corresponding expenditure.

Alone, these amendments would not have resulted in a change in the operating deficit of ($1.1M) as advertised in the 2020/21 draft budget, however, during May 2020 Council received a $7.2M Financial Assistance Grant for 2020/21, resulting in increasing the operating deficit to $8.3M.

It must be noted that the detailed Final Adopted Budget - Operating Result, does not contain capital funds however, the "Surplus for the year" (refer attached budget) includes various funding for capital projects. Delays in the completion of some 2019/20 projects will result in the delay of the receipt of funding of $1.2M until 2020/21. The combination of the early receipt of the 2020/21 financial assistance grant ($7.2M) and the delay of capital funding of $1.2 has reduced the 2020/21 "Total Surplus for the year" by $6.0 from $15.0M to $9.0M.

The estimated amount to be raised by general rates and the proposed rate in the dollar is reflected in the table below:

Type of Property	Proposed Rate in the dollar	Total Income
General residential	0.004911	$33,402,238
Commercial/Industrial	0.004911	$11,631,814
Farm	0.003929	$11,449,504
Cultural and Recreational Land		$68,647
Total		**$56,552,203**

The estimated amount to be raised through service charges and the proposed charge per property is as follows:

Type of Charge	Per rateable property	Total Income
Kerbside collection (Garbage)	$222.00	$4,371,624
Waste Infrastructure Charge	$55.00	$1,697,355
EPA Levy Charge	$16.92	$333,189
Boisdale Common Effluent System Charge	$415.00	$ 10,376
Total		**$6,412,544**

All rates are levied on Capital Improved Values, which were revalued at 1 January 2020 and are effective from 1 July 2020.

Council also proposes a rate rebate on land with a Deed of Covenant for conservation purposes, which will amount to approximately $15,000.

COMMUNICATION IMPACT

In accordance with Section 129(4) of the *Local Government Act 1989*, Council placed the draft 2020/21 Budget in the public domain for comment. Advertisements were placed in local newspapers to seek community submissions on the draft 2020/21 Budget and it was accessible on Council's website.

All individuals or organisations making submissions in response to the draft 2020/21 Budget had an opportunity to provide feedback to Council on Tuesday 9 June 2020 and will be advised in writing of the outcome.

LEGISLATIVE IMPACT

Council is required to advertise its intention to prepare a proposed Budget annually and give notice of declaration of rates and charges in accordance with Section 129 of the *Local Government Act*

1989. Section 223 of the *Local Government Act 1989* requires Council to provide a 28-day submission period. This has now occurred.

Once adopted, the Final Budget must be submitted to the Minister for Local Government. The requirement to adopt the 2020/21 budget has also been extended from 30 June to 31 August 2020 if required.

COUNCIL PLAN IMPACT

The Council Plan 2017-21 Theme 6 Organisational states the following strategic objective and related strategy:

Strategic Objective 6.3: *"Maintain a well governed, transparent, high performing, ethical and accountable organisation."*

Strategy 6.3.1: *"Maintain processes and systems to ensure sound financial management."*

This report supports the above Council Plan strategic objective and strategy.

COMMUNITY IMPACT

The 2020/21 Budget reflects the financial impact of the services provided by Council to ratepayers, residents and visitors and, as such, will impact on the community.

ENGAGEMENT IMPACT

Submissions on the 2020/21 Draft Budget were invited from individuals or organisations and these were presented at a Special Council meeting held on Tuesday 9 June 2020. This provided the opportunity for ratepayers and residents to put forward their views on the content of the 2020/21 Draft Budget and make suggestions for future inclusions.

ATTACHMENT 1

BUDGET SUBMISSIONS 2020/21

	SUBMISSION	RECOMMENDED ACTION FOLLOWING COUNCIL REVIEW
1. 2.	Request for construction of walking track between Seaspray and The Honeysuckles	The inclusion of $10,000 in the 2020/21 budget towards a preliminary feasibility study to assess options, costs and likely legislative and planning requirements to construct this type of path in a sensitive area. **Budget Outcome:** **$10,000 inclusion to the 2020/21 Budget.**
3.	Request for $15,000 towards partnership with the Alliance for Gambling Reform as a Leadership Council	Local partnerships are currently in place with relevant authorities including the Victorian Commission for Gambling and Liquor Regulation, Victoria Police and Community Health Services and with local gambling venue owners via the Wellington Liquor Accord. Therefore, the funding request is not approved. **Budget Outcome:** **No change to the 2020/21 Budget**.
4.	Request that funds be allocated for: • Pruning/pollarding of plane trees and street sweeping of leaves in Edward Street, Maffra; and • An engineering remedy for drainage problem in Edward Street, Maffra	Tree pruning is planned to be undertaken between July and September 2020. Street sweeping will be undertaken as part of Council's regular street sweeping program. Improvements and renewal works for this section of drain are already included in the 2020/21 capital works program. **Budget Outcome:** **No change to the 2020/21 Budget**.

	SUBMISSION	RECOMMENDED ACTION FOLLOWING COUNCIL REVIEW
5.	Request (Petition) that Abel's Road and Boyle Road Longford be sealed	Council officers to meet with residents to progress a scheme for Abels and Boyle Roads, Longford on the basis that an existing rural residential development overlay exists in this location. **Budget Outcome:** **No change to the 2020/21 Budget**
6.	Encouraging Council to have a fair and balanced rating strategy for farmers	Council's current rating strategy and 2020/21 budget supports all community sectors. **Budget Outcome:** **No change to the 2020/21 Budget.**
7.	Request that Council relieve rates for at least a 6 month period for not for profit community clubs	Council's current rating strategy and 2020/21 budget supports all community sectors. There is also substantial assistance being provided to NFP community clubs that have been affected by COVID-19 by both the State and Federal Government. **Budget Outcome:** **No change to the 2020/21 Budget.**
8.	Request for $10,000 towards construction of unisex accessible toilet and urinal at Lake Wellington Yacht Club	The funding request is not approved however the project can still proceed in full. **Budget Outcome:** **No change to the 2020/21 Budget.**
9.	Request for $80,000 towards construction of an equipment shed at the Sale Canal	Funding request not approved however Council will include the following in the Port of Sale master planning charrette: • Invite a representative of the markets to the charrette;

	SUBMISSION	RECOMMENDED ACTION FOLLOWING COUNCIL REVIEW
		• Include the future storage needs of the markets in the proposed master plan; • Include the markets in the activation and place making goal of the charrette and review of the master plan. **Budget Outcome:** **No change to the 2020/21 Budget.**
10	Requesting that Council understand that it is likely that climatic conditions will impact on the largely rural rate base's ability to raise revenue and also increase its costs	Comments noted. **Budget Outcome:** **No change to the 2020/21 Budget.**
11	Request to reduce the proposed increase in truck wash fees at Gippsland Regional Livestock Exchange	Council has determined that the proposed increase is warranted. **Budget Outcome:** **No change to the 2020/21 Budget.**
12	Request that the farm rate differential rate be adjusted in line with farm valuations to maintain stability	Council's current rating strategy and 2020/21 budget supports all community sectors. **Budget Outcome:** **No change to the 2020/21 Budget.**
13	Request that the farm rate differential rate be adjusted in line with farm valuations to maintain stability	Council's current rating strategy and 2020/21 budget supports all community sectors. **Budget Outcome:** **No change to the 2020/21 Budget.**

	SUBMISSION	RECOMMENDED ACTION FOLLOWING COUNCIL REVIEW
14	Request to reduce the proposed increase in yard fees at Gippsland Regional Livestock Exchange	Council has determined that the proposed increase is warranted. **Budget Outcome:** **No change to the 2020/21 Budget.**

WELLINGTON
SHIRE COUNCIL
The Heart of Gippsland

WELLINGTON SHIRE COUNCIL

2020/21 BUDGET

16-Jun-20

This Budget Report has been prepared with reference to Chartered Accountants ANZ, Local Government Finance Professionals, input of Crowe Horwath and individual working group members towards the development of "Victorian City Council Model Budget 2020/21" a best practice guide for reporting local government budgets in Victoria.

2020/21 Budget - Wellington Shire Council

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2020/21 Budget - Wellington Shire Council

Mayor's Introduction

On behalf of Council, I am pleased to release the 2020/21 budget to our community.

The Budget outlines the broad range of services provided by Council and builds upon our community's strategic vision, Wellington 2030, and the Council Plan 2017-21, which focus on the following six key areas: Communities; Services and Infrastructure; Natural Environment; Lifelong Learning; Economy and Organisational. It also details the

We were midway through our draft preparations when the COVID-19 pandemic hit, forcing us 'back to the drawing board' to present a budget that responds to our community's immediate needs. While we remain eternally optimistic about Wellington's future, our local economy has suffered multiple 'shocks' in recent times, with the worst drought in 100 years, the announced closure of native timber harvesting, the impact of the summer fires in East Gippsland (particularly on our tourism and service industries) and now COVID-19....

The cornerstone announcement of the 2020/21 budget will be the freezing of all council rates. We know that many individuals, families and businesses in our community need financial support now more than ever. So while there may be some minor variations in rates between individual properties (some may go up while others go down based solely on movement in valuations, which are completed each year by the State Government Valuer), overall Council has set the rates budget at '0% increase' from last year.

This of course will have a direct impact on our bottom line, with an operating deficit of $1.1m (excluding the 2020/21 Financial Assistance Grant funding of $7.2m received in May 2020) for the year. Council will now work to identify where savings can be made in the longer term, including staff and salary levels as we review each of the 100 plus council services we provide across the Shire. There are likely to be some service cuts or reductions, while we endeavour to maintain and improve key services that are the most used and valued by our community.

In our budget last year, Council allocated $1m for drought relief. We will continue to identify ways to support our rural sector as they start the slow road to recovery from the drought. We also now must turn our minds towards those who rely on our timber, tourism, arts, retail and hospitality industries as they battle through uncertainty.

Many parts of Council still need to continue a 'business as usual' approach, and to this end Council will fund both new and ongoing initiatives including:

- Maffra - Cameron Sporting Complex Stadium Redevelopment finalisation;
- Stratford - Recreation Reserve - Netball Changerooms
- Maffra and Sale - Streetscape renewals
- Gormandale - Gormandale-Stradbroke Road safety upgrades
- Devon North - Ingles Road Bridge reconstruction
- Yarram - Pool heating project
- Heyfield - Apex Park and Harbeck Street toilet renewals
- Sale - Market and Macarthur Street roundabout (multi-year project)
- Kilmany - Landfill cell design and construction

We have budgeted to spend a further $14.3m on annual road reseals, resheeting, reconstructing unsealed roads and intersection upgrades, $3.0m on residential street schemes and $8.3m on footpaths including streetscapes, our annual footpaths and shared paths program. Wellington Shire's natural environment will benefit from a $1.8m investment in open space projects, parks, reserves, sportsgrounds, playgrounds and skate parks. One thing the COVID-19 crisis has reminded us is how much our community values our beautiful open spaces and public areas! The 2020/21 current year capital works program will be $49.8m with $24.5m funded from Council operations, $18.3m from external grants and contributions and $7.0m from new borrowings.

As we emerge and start to recover from the COVID-19 lockdown, we will have more of an idea of how our community is faring, how our businesses have been impacted and what their immediate needs are. We have already begun a wide-reaching *Business Restart* campaign which will be launched in earnest when restrictions are lifted. Further, we have set into our budget process a formal 6-month review, to happen early in 2021, to make any further adjustments we might need. To set an annual budget in a year where we will face so many unknowns has been a challenge, but the freezing of rates is a message we have heard loud and clear from many.

Councillor Alan Hall
Mayor

2020/21 Budget - Wellington Shire Council

Financial Snapshot

Key Statistics	2019/20 Forecast $ 000's	2020/21 Budget $ 000's
Total Income	105,737	104,055
Total Expenditure	92,187	95,019
Comprehensive operating surplus	**13,550**	**9,036**

(Note: The comprehensive operating surplus reflects the anticipated annual performance of Council's day to day operations).

2020/21 budget is impacted by $7.2M of the 2020/21 Financial Assistance Grants 'brought forward' and received in May 2020.

Underlying operating deficit	2,695	(8,311)

(Note: The Underlying operating result is an important measure of financial sustainability as it excludes all funds which are used for capital from being allocated to cover operating expenses. In 2020/21 capital funds are defined as recurrent capital grants (Road to Recovery funding) of $6.2M, non recurrent grant funding of $9.7M, contributions (including ratepayer contributions to special street charge schemes) of $2.0M and other capital adjustments of ($0.9M) and all have been excluded to determine the underlying result.

2020/21 budget is impacted by $7.2M of the 2020/21 Financial Assistance Grants 'brought forward' and received in May 2020. Excluding this 2020/21 advance payment of $7.2M the 2020/21 Underlying operating deficit would be ($1.1M).

Cash result	2,384	(13,093)

This is the net funding result after operations, capital works and financing activities. Refer Statement of Cash Flow in Section 3.

2020/21 budget is impacted by $7.2M of the 2020/21 Financial Assistance Grants 'brought forward' and received in May 2020.

Capital works program	**33,977**	**53,017**
Funding the capital works program		
Cash and Reserves	23,294	27,739
Borrowings	-	7,000
External grants and contributions (recurrent and non-recurrent)	10,683	18,278
	33,977	**53,017**

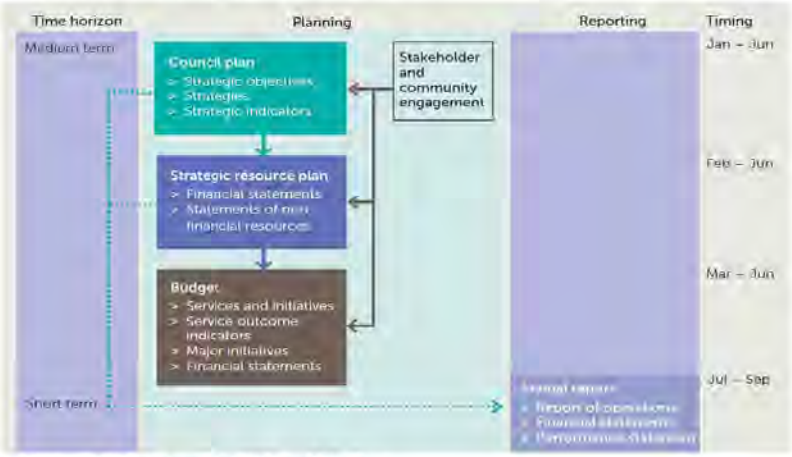
2020/21 Budget - Wellington Shire Council

1. Link to the Council Plan

This section describes how the Annual Budget links to the achievement of the Council Plan within an overall planning and reporting framework. This framework guides the Council in identifying community needs and aspirations over the long term, medium term (Council Plan) and short term (Annual Budget) and then holding itself accountable (Annual Report).

1.1 Legislative Planning and Accountability Framework

The Strategic Resource Plan, part of and prepared in conjunction with the Council Plan, is a rolling four year plan that outlines the financial and non-financial resources that Council requires to achieve the strategic objectives described in the Council Plan. The Annual Budget is framed within the Strategic Resource Plan, taking into account the services and initiatives which contribute to achieving the strategic objectives specified in the Council Plan. The diagram below depicts the planning and accountability framework that applies to local government in Victoria.



Source: Department of Environment, Land, Water and Planning

Feeding into the above, Council has a long term plan (Wellington 2030) which articulates a community vision, mission and values. The Council Plan is prepared with reference to Wellington 2030.

The timing of each component of the planning framework is critical to the successful achievement of the planned outcomes.

1.1.2 Key Planning considerations

Service level planning

Although councils have a legal obligation to provide some services— such as animal management, local roads, food safety and statutory planning—most council services are not legally mandated, including some services closely associated with councils, such as libraries, building permits and sporting facilities. Further, over time, the needs and expectations of communities can change. Therefore councils need to have robust processes for service planning and review to ensure all services continue to provide value for money and are in line with community expectations. In doing so, councils should engage with communities to determine how to prioritise resources and balance service provision against other responsibilities such as asset maintenance and capital works.

1.2 Our purpose

Our vision

"People want to live in Wellington Shire because of its liveability, environment and vibrant economy."

Our values

The organisation's values guide our behaviour and underpin everything we do. Our values help us achieve the organisation's vision and improve the quality of the services we offer to our community.

2020/21 Budget - Wellington Shire Council

1.3 Strategic Objectives

Council delivers services and initiatives in over 120 service categories. Each contributes to the achievement of one of the strategic objectives under each of six themes as set out in the Council Plan for the years 2017-21, and listed in the following table.

Strategic Objective	Description
1 Communities	We know and support each other and have a strong sense of community belonging. Diversity is respected and there are many social and community activities providing opportunities for all people to interact. We strive for good health, feel safe in our communities and are prepared for natural disasters. 1.1 Maintain friendly, safe communities providing opportunities for residents to lead healthy and active lifestyles. 1.2 Celebrate, recognise and acknowledge our diverse community and improve social connections among youth, aboriginal and aged communities. 1.3 Strengthen community identity by promoting our heritage and history and appreciation for small town rural living. 1.4 Enhance resilience in our towns and our communities.
2 Services and Infrastructure	Wellington has a built environment that is sustainable, appropriate, accessible and responsive to the community. Transport connects people to communities and places. Events and services support our strong communities. 2.1 Council services and infrastructure are responsive to identified current and future community needs within budget parameters. 2.2 Council assets are responsibly, socially, economically and sustainably managed. 2.3 Wellington Shire is well planned, considering long term growth and sustainability. 2.4 Continued improvement to Wellington Shire's connectivity with further developed, accessible transport networks.
3 Natural Environment	Wellington's natural environment and landscapes are clean, diverse, beautiful, accessible and protected. 3.1 Conserve and protect our natural environment through responsible and sustainable management practices. 3.2 Demonstrate leadership in waste, water management, land management and energy efficiency. 3.3 Build resilience in our communities and landscapes to mitigate risks from a changing climate.
4 Lifelong Learning	Wellington has a broad choice of local training, education and holistic learning and development options that lead to meaningful employment and personal fulfilment. 4.1 Improve people's access to opportunities to challenge and extend their thinking, promote independence, stimulate ideas, further develop leadership skills and lead meaningful lives. 4.2 Encourage innovation for and in the region.
5 Economy	Wellington has a wealth of diverse industries providing employment opportunities for all. There is growth in the Wellington population and economy which is balanced with the preservation of our natural environment and connected communities. 5.1 Support and develop our existing businesses. 5.2 Use a targeted approach to attract new business investment to Wellington Shire, to support population growth. 5.3 Grow Wellington Shire's visitor economy.
6 Organisational	Wellington is well led, managed and supported by best organisational practices to deliver services and infrastructure to the community by listening, advocating and responding to their needs. 6.1 Wellington Shire Council is a leader in best practice, innovation, and continuous improvement. 6.2 Community engagement and customer service excellence is central to Council's decision making process. 6.3 Maintain a well governed, transparent, high performing, ethical and accountable organisation. 6.4 Act and lobby on behalf of the priorities of the community.

2020/21 Budget - Wellington Shire Council

2. Services and service performance indicators

This section provides a description of the services and initiatives to be funded in the Budget for the 2020/21 year and how these will contribute to achieving the strategic objectives outlined in the Council Plan. It also describes several initiatives and service performance outcome indicators for key areas of Council operations . Council is required by legislation to identify major initiatives, initiatives and service performance outcome indicators in the Budget and report against them in their Annual Report to support transparency and accountability. The relationship between these accountability requirements in the Council Plan, the Budget and the Annual Report is shown below.

Source: Department of Environment, Land, Water and Planning

2.1 Strategic Objectives for 'Communities'

- Maintain friendly, safe communities providing opportunities for residents to lead healthy and active lifestyles.
- Celebrate, recognise and acknowledge our diverse community and improve social connections among youth, aboriginal and aged communities.
- Strengthen community identity by promoting our heritage and history and appreciation for small town rural living.
- Enhance resilience in our towns and our communities.

The activities and initiatives for each service category and key strategic activities are described below:

Services

Service area	Description of services provided		2018/19 Actual $'000	2019/20 Forecast $'000	2020/21 Budget $'000
Community Wellbeing	Community Wellbeing unit provides opportunities for communities to work in partnership with local government to achieve identified priorities. The Unit works to ensure all members of the community have equal opportunity to participate in community activities. Special focus is given to those who have traditionally remained marginalised such as the young, elderly, disabled and transport disadvantaged.	*Exp*	1,923	2,126	1,842
		Rev	(442)	(299)	(63)
		NET	**1,481**	**1,827**	**1,779**

Services include:
- Social Policy and Planning
- Access and Inclusion
- Youth Liaison
- Art Development
- Community Engagement

Major Initiatives

- *Implement new facilities hierarchy and operating subsidy model across all community managed facilities and ensure appropriate reporting by community committees of management via new methods as included in the Community Managed Facilities Strategy.*
- *Develop Municipal Public Health and Wellbeing Plan 2021-2024 that considers planning for Youth, Age Friendly and Early Years, ahead of legislated due date of October 2021.*

Initiatives

- *Develop user/hire fees and financial management guidelines for communication to all applicable facilities as identified in the Community Managed Facilities Strategy.*
- *Undertake consultation, including with the Aboriginal community to determine Council and the community's position on contestable historical legacies and provide recommendations on actions to be undertaken.*
- *Implement the 'Smarty Grants' system for community assistance grants and quick response grants programs including the development of associated business processes. Prepare other business units within the organisation for the introduction of 'Smarty Grants' from 2021/22.*

2020/21 Budget - Wellington Shire Council

Service area	Description of services provided		2018/19 Actual $'000	2019/20 Forecast $'000	2020/21 Budget $'000
Leisure Services	The Leisure Services unit provides services and functions directed at fostering a healthier and more active community through the facilitation and provision of a range of recreation, fitness and community activities and programs at Council's recreation facilities. They ensure Council owned recreation facilities are managed sustainably, are fully utilised and accessible to people of all abilities.	*Exp*	3,062	2,864	3,232
		Rev	(2,157)	(1,761)	(2,372)
		NET	**905**	**1,103**	**860**

Major Initiatives

- *In preparation for submission of grant funding application to Sport and Recreation Victoria and responding to the previously developed business case for a major redevelopment of facilities at Aqua Energy, develop appropriately costed concept and schematic designs, via appropriate community and user consultation, in conjunction with Community Facilities Planning team and appointed consultants.*
- *Successfully attract funding for 'A Warmer Pool for Yarram Project' in conjunction with Community Facilities Planning and deliver the capital upgrade project to achieve enhanced swimmer amenity, including the installation of improved weather protection structures, consistently warmer pool water along with electricity energy offset to Council, in readiness for outdoor pool season 2021-22 in conjunction with the Assets and Projects team.*

Initiatives

- *Work with Gippsland Water to implement the 'Be Smart, Choose Tap' initiative/campaign at all of Wellington Shire's seasonal outdoor pools, including the installation of supporting water dispensing infrastructure, improved signage, advertising and marketing - in readiness for outdoor pool season 2020-21.*
- *Develop and deliver, across all Wellington Shire's seasonal outdoor pools during season 2020-21, a planned program to promote increased physical activity, facilitate social connection and inclusion, catering for a range of demographics.*
- *In conjunction with Information Communications and Technology and Facilities Management teams, deliver an upgrade of the Aqua Energy creche facilities to extend use of the area for additional group fitness programs and for training programs and meetings.*

Municipal Services	The Municipal Services unit works with people to ensure the life, health and safety of the community is maintained through educating and enforcing Environmental Health (including **food safety** support programs), Building and Local Laws regulations and **animal management** services.	*Exp*	2,408	2,716	3,052
		Rev	(1,548)	(1,478)	(1,868)
		NET	**860**	**1,238**	**1,184**

Initiatives

- *Commence an independent audit of the Domestic Wastewater Management Plan (DWMP). Include recommendations in the annual progress report.*
- *Implement a robust Swimming Pool/Spa inspection database and inspections regimes to align with the new legislation changes.*
- *Develop a robust compliance and enforcement policy.*
- *Commence the Local Laws review to ensure that Local Laws are accessible and clear to the community, reduce the regulatory burden on business and assist Council in achieving better policy outcomes.*

Emergency Management	The Emergency Management team coordinates Council's emergency management responsibilities ensuring the organisation has the skills and capacity to respond appropriately to emergencies and facilitates a coordinated shire approach through the Municipal Emergency Management Planning Committee.	*Exp*	529	879	908
		Rev	(277)	(472)	(476)
		NET	**252**	**407**	**432**

Initiatives

- *Under the Municipal Emergency Resource Program (MERP) project plan, develop community emergency management (CEM) planning following asset based community development (ABCD) principles.*
  - Develop a new CEM guide and template
  - engage with four high risk communities to undertake CEM.
- *Implement municipal strategic roadside vegetation management framework ('Leave Early Access Road Network or 'LEARN' roads).*
  Outputs will include:
  - Agreed procedure with Built Environment to review list of fire managed roads
  - Updated list of fire managed roads
  - Natural Environment & Parks' reserve treatments listed in ConQuest.
- *Conduct a major review of the Municipal Relief and Recovery Sub Plan of the Municipal Emergency Management Plan in conjunction with the Municipal Recovery Manager incorporating learnings from reviews of the 2019-2020 East Gippsland bushfires relief and evacuation support.*
- *In conjunction with Business Development, Community Wellbeing and People & Capability business units manage a Municipal level response, relief and recovery for the COVID-19 Pandemic.*

	TOTAL COMMUNITIES OBJECTIVE	**3,498**	**4,575**	**4,255**

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2020/21 Budget - Wellington Shire Council

Service Performance Outcome Indicators

Service	Indicator	2018/19 Actual	2019/20 Forecast	2020/21 Budget
Animal Management	Animal management prosecutions	10	15 or less	15 or less
Aquatic Facilities	Utilisation of aquatic facilities	5.57	4 or more visits	5 visits or more
Food Safety	Critical and major non-compliance notifications	57%	100%	100%

2.2 Strategic Objectives for 'Services and Infrastructure'

- Council services and infrastructure are responsive to identified current and future community needs within budget parameters.
- Council assets are responsibly, socially, economically and sustainably managed.
- Wellington Shire is well planned, considering long term growth and sustainability.
- Continued improvement to Wellington Shire's connectivity with further developed, accessible transport networks.

The activities and initiatives for each service category and key strategic activities are described below:

Services

Service area	Description of services provided		2018/19 Actual $'000	2019/20 Forecast $'000	2020/21 Budget $'000
Assets and Projects	The Assets and Projects unit manages a diverse range of services for Council including the implementation and management of capital projects across the organisation in the order of $35M to $55M per annum: planning for new infrastructure development opportunities and providing asset management and information systems and support.	*Exp*	3,571	2,640	4,315
		Rev	(343)	(141)	(45)
		NET	**3,228**	**2,499**	**4,270**

Major Initiatives

- *Complete civil works for the Maffra Streetscape Upgrade Project.*
- *Complete the Sale Tennis Club Facility Upgrade Project.*
- *In collaboration with Community Facilities Planning on behalf of stakeholders, complete upgrade works on the Cameron Sporting Complex Stadium Redevelopment project in accordance with external funding agreements.*
- *Commence stage 1 civil works for the York Street, Sale, Streetscape upgrade project.*

Initiatives

- *Complete Maffra Drainage Study.*
- *Complete North Sale Drainage Study.*

Built Environment	The Built Environment unit manages the maintenance, renewal and improvement of Council's road and boating infrastructure, in addition to various civic facilities and buildings, including roadways, paths, drainage, boat ramps and jetties etc. This includes managing Council's road maintenance teams and ensures that maintenance of Council's road and other infrastructure is performed in a coordinated way to maximise benefits to the community and other users.	*Exp*	10,891	12,528	12,634
		Rev	(5,121)	(2,373)	(2,568)
		NET	**5,770**	**10,155**	**10,066**

Initiatives

- *Commence planning for carpark renewal projects for IGA and Coles carparks, Sale.*

Arts & Culture	The Wedge, as part of the Arts & Culture unit, seeks to assist in the development of a vibrant and culturally active community that: promotes expression and participation through visual, literary and performing arts; informs and educates the community on various aspects of the arts; enhances the lifestyle of Wellington residents; and encourages visitors to explore the heritage and culture of the region.	*Exp*	1,287	1,352	1,527
		Rev	(592)	(512)	(650)
		NET	**695**	**840**	**877**

Major Initiatives

- *Progress the production, through collaboration with stakeholders, consultants and other Council staff, of a business case for redevelopment options of The Wedge Performing Arts Centre for Council consideration.*

Initiatives

- *Project manage the improvement and upgrade of facilities in The Wedge meeting room to create a studio performance space.*

Service area	Description of services provided		2018/19 Actual $'000	2019/20 Forecast $'000	2020/21 Budget $'000
Land Use Planning	The Land Use Planning unit, through our **statutory planning** and strategic land use planning services, aims to develop and improve forward looking land use planning policies and plans that guide and support sustainable growth and appropriate land use and development. Many of these services are provided through and driven by legislation. We aim to provide services that satisfy community needs by encouraging and supporting well-designed development that meets required standards.	*Exp*	1,509	1,769	1,865
		Rev	(646)	(527)	(583)
		NET	863	1,242	1,282

Major Initiatives

- *Prepare a structure plan for Maffra to support the future urban growth of the township.*

Initiatives

- *Implement the North Sale Development Plan into the Planning Scheme to support well planned housing growth.*
- *Undertake a two Stage Residential Land Stocktake (based on the outcomes of a charette) to support the supply of residential land across the municipality (including consideration of financial and non financial incentives to help activate development).*
- *Facilitate preparation of a development plan for the Wurruk Growth area (subject to a private request) to support well planned housing growth.*
- *Implement the findings of the State Government's Planning in the Economic Growth Zone project to ensure that the Planning Scheme is up to date/relevant.*
- *Implement appropriate planning controls surrounding RAAF Base East Sale to support the ongoing operation of this airfield.*
- *Undertake a review of potentially contaminated land to ensure appropriate mitigation prior to development occurring*
- *Update the Port of Sale Masterplan (based on the outcomes of a charette) to support and encourage the integrated and high quality development of the Port of Sale precinct.*
- *Undertake an annual statutory planning customer survey to support continuous improvement initiatives.*
- *Undertake an annual audit of planning permit determinations to support best practice decision making.*

Community Facility Planning	The Community Facility Planning team provides services and functions directed at fostering a healthy, well serviced community with a primary focus on community infrastructure planning, priorities and projects; project funding attraction; management and governance of community facilities and administration of Council's community assistance grants scheme. The team plans for and supports recreation facilities that encourage the community to participate in physical and general wellbeing activities and the development of community infrastructure that addresses community service needs.	*Exp*	2,115	2,987	3,823
		Rev	(664)	(773)	(636)
		NET	1,451	2,214	3,187

Major Initiatives

- *Oversee upgrade of the Cameron Sporting Complex (multi-year project with completion forecast for March 2021).*
- *In preparation for submission of grant funding application to Sport and Recreation Victoria and responding to the previously developed business case for a major redevelopment of facilities at Aqua Energy, develop appropriately costed concept and schematic designs, via appropriate community and user consultation, in conjunction with Community Facilities Planning team and appointed consultants.*
- *Successfully attract funding for 'A Warmer Pool for Yarram Project' in conjunction with Leisure Services and deliver the capital upgrade project to achieve enhanced swimmer amenity, including the installation of improved weather protection structures, consistently warmer pool water along with electricity energy offset to Council, in readiness for outdoor pool season 2021-22 in conjunction with the Assets and Projects team.*

Initiatives

- *Update the Community Facilities Project Prioritisation Model with items identified out of the Sporting, Early Years and Community Infrastructure Plans. Include priority projects in the 10-Year Capital Program for community facilities.*

TOTAL SERVICES AND INFRASTRUCTURE OBJECTIVE	12,007	16,950	19,682

Service Performance Outcome Indicators

Service	Indicator	2018/19 Actual	2019/20 Forecast	2020/21 Budget
Roads	Satisfaction with sealed local roads	56	50 or more	50 or more
Statutory Planning	Council planning decisions upheld at VCAT	50%	70% or more	70% or more

2020/21 Budget - Wellington Shire Council

2.3 Strategic Objectives for theme 'Natural Environment'

- Conserve and protect our natural environment through responsible and sustainable management practices.
- Demonstrate leadership in waste, water management, land management and energy efficiency.
- Build resilience in our communities and landscapes to mitigate risks from a changing climate.

The activities and initiatives for each service category and key strategic activities are described below:

Service Performance Outcome Indicators

Business area	Description of services provided		2018/19 Actual $'000	2019/20 Forecast $'000	2020/21 Budget $'000
Natural Environment & Parks	The Natural Environment & Parks unit covers a range of activities related to the operational management of public open space, which includes approximately 320 hectares of parkland and associated infrastructure, such as picnic shelters, BBQs, seating, boardwalks, fences and public toilets. The service also proactively manages 30,000 – 35,000 urban trees and is responsible for the management, design and development of parks and streetscapes in urban areas. The unit is also responsible for moving the Wellington community towards a more sustainable future. Key priority areas include biodiversity, water consumption and quality, waste management and energy use. ***Initiatives*** • *Investigate future management options for Kilmany Landfill and Resource Recovery Facility to ensure the facility is meeting best value principles.* • *Determine the feasibility of a combined Maffra/Stratford Transfer Station with a view to improving asset management in line with industry standards.* • *Develop a plan for the recovery of organic waste from landfill that takes into account the proposed Gippswide Kerbside Collaborative Procurement shared service opportunity, and the State Government's rollout of a state-wide "four bin" residential waste collection system.* • *Develop Urban Forest (Greening Wellington) Strategy including Design Standards, Technical Specifications, Green Infrastructure Guidelines and community consultation process to drive continuous improvement in the management of this key asset class.*	*Exp*	11,563	13,346	14,148
		Rev	(9,044)	(6,807)	(9,801)
		NET	2,519	6,539	4,347
Wellington Coast Subdivision Strategy	The Wellington Coast Subdivision Strategy Project Manager is responsible for implementing the Ninety Mile Beach Plan Voluntary Assistance Scheme. Expenditure for 2020/21 is funded through unspent State Government grant funding carried forward.	*Exp*	254	418	562
		Rev	-	-	-
		NET	254	418	562
	TOTAL NATURAL ENVIRONMENT OBJECTIVE		**2,773**	**6,957**	**4,909**

Service Performance Outcome Indicators

Service	Performance Measure	2018/19 Actual	2019/20 Forecast	2020/21 Budget
Waste collection	Kerbside collection waste diverted from landfill	33.55%	35% or more	35% or more

2.4 Strategic Objectives for theme 'Lifelong Learning'

- Improve people's access to opportunities to challenge and extend their thinking, promote independence, stimulate ideas, further develop leadership skills and lead meaningful lives.
- Encourage innovation for and in the region.

The activities and initiatives for each service category and key strategic activities are described below:

Services

Business area	Description of services provided		2018/19 Actual $'000	2019/20 Forecast $'000	2020/21 Budget $'000
Arts & Culture	The Art Gallery and Libraries, as part of the Arts & Culture unit, seek to assist in the development of a vibrant culturally active community that: promotes expression and participation through visual, literary and performing arts; informs and educates the community on various aspects of the arts; enhances the lifestyle of Wellington residents; and encourages visitors to explore the heritage and culture of the region.	*Exp*	2,042	2,117	2,078
		Rev	(586)	(613)	(516)
		NET	**1,456**	**1,504**	**1,562**

Initiatives

- *Hold a public launch, as part of broader marketing, of a philanthropic donor fund to increase the amount of donated funds received by the Gippsland Art Gallery.*
- *Source and deliver advanced staff training in the Library Management Software to produce greater efficiencies in customer service through reduced task times, improved patron satisfaction, and increased staff confidence in their system's features.*
- *Commence planning of a major exhibition initiative to take place at the Gippsland Art Gallery in October 2021. (Confidential - embargoed for a further year).*
- *Prepare an update of Council's Arts and Culture Strategy to provide continuing direction on community arts development and the performing, visual and literary arts.*

TOTAL LIFELONG LEARNING OBJECTIVE	**1,456**	**1,504**	**1,562**

Service Performance Outcome Indicators

Service	Performance Measure	2018/19 Actual	2019/20 Forecast	2020/21 Budget
Libraries	Active library members	13.82%	15% or more	15% or more

2.5 Strategic Objectives for theme 'Economy'

- Support and develop our existing businesses.
- Use a targeted approach to attract new business investment to Wellington Shire, to support population growth.
- Grow Wellington Shire's visitor economy.

The activities and initiatives for each service category and key strategic activities are described below.

Services

Business area	Description of services provided		2018/19 Actual $'000	2019/20 Forecast $'000	2020/21 Budget $'000
Business Development	Council's Business Development service aims to support business growth and employment, lifestyle opportunities and a vibrant tourism sector.	*Exp*	1,512	2,483	2,792
		Rev	(875)	(362)	(1,544)
		NET	**637**	**2,121**	**1,248**

Major Initiatives

- *Implement initiatives and projects associated with State and Federal Government bushfire and drought funding including a specific marketing and advocacy campaign.*
- *Review Council's external tourism marketing activities and present findings and recommendations and agreed plan to Council.*
- *Effectively manage and operate the Gippsland Regional Livestock Exchange to Council's satisfaction and provide updates to Council highlighting key performance indicators.*
- *Participate in the Project Control Group related to the delivery of mooring access improvements as part of the Port of Sale West Bank Project.*
- *Launch a destination marketing and branding campaign to stimulate interest and awareness in a range of attractions and activities to highlight Wellington is a place to visit, work and invest.*

Initiatives

- *Funding extension secured via Latrobe Valley Authority(LVA) to actively market and promote the municipality's competitive agricultural strengths and to leverage the agribusiness sector, in particular the Macalister Irrigation District (MID) to grow investment, output, branding/position, innovation and future opportunities.*
- *Secure support from Council for the 2020-22 Action Plan associated with Wellington Shire Economic Development Strategy and then lead its implementation.*
- *Secure funding for the extension of the Great Southern Rail Trail from Hedley to Alberton to increase visitation and business opportunities in adjacent areas. Secure events to Wellington Shire to stimulate the local economy, raise the region's profile and increase visitation.*
- *Assess market demand to develop Eastern Recreation Aviation Precinct (ERAP) and progress the next stage of ERAP.*

TOTAL ECONOMY OBJECTIVE	**637**	**2,121**	**1,248**

2.6 Strategic Objectives for theme 'Organisational'

- Wellington Shire Council is a leader in best practice, innovation, and continuous improvement.
- Community engagement and customer service excellence is central to Council's decision making process.
- Maintain a well governed, transparent, high performing, ethical and accountable organisation.
- Act and lobby on behalf of the priorities of the community.

The services, major initiatives and service performance indicators for each business area are described below.

Services

Business area	Description of services provided		2018/19 Actual $'000	2019/20 Forecast $'000	2020/21 Budget $'000
Councillors, Chief Executive and Executive Team	This area of **governance** includes the Mayor, Councillors, Chief Executive Officer and Executive Management Team and associated support which covers service provision across the entire organisation.	*Exp*	2,357	3,168	3,315
		Rev	(4,503)	(31)	(50)
		NET	**(2,146)**	**3,137**	**3,265**
	Initiatives • *Working with participating GLGN Councils and Local Government Victoria, to plan the establishment of a shared services operating model.*				
Media and Public Relations	This area provides internal and external communication services and support and branding initiatives for Council. The team also seeks to proactively inform our community and our staff ensuring transparency, consistency and clarity of our message.	*Exp*	350	449	505
		Rev	-	-	-
		NET	**350**	**449**	**505**
	Initiatives • *Research and implement social media management software to streamline the process of posting/scheduling/reporting.* • *Plan and develop media strategies to lobby relevant agencies in the best interests of Wellington residents, local business and the economy.* • *Replace marketing items used for events - new pull-up banners, flags and marquee to improve public perception of Council as a professional organisation.*				
Information Services	The Information Services unit provides centralised and integrated information services and new and emerging technologies to assist Council to reach the 2030 Vision.	*Exp*	2,851	3,578	4,293
		Rev	(221)	(241)	(289)
		NET	**2,630**	**3,337**	**4,004**
	Initiatives • *Major upgrade of Council's phone and video conferencing systems to ensure compliant, compatible and secure communications to support council business operations.* • *Manage the ICT operations requirements for the Wellington Shire and East Gippsland Shire Councils as per the ICT Shared Services Memorandum of Understanding.* • *Manage the implementation and rollout of new Intranet System to meet Council business requirements.*				
People & Capability	The People & Capability unit provides expert and responsive advice and services in the areas of Human Resources, Learning & Development, Occupational Health & Safety and Risk Management.	*Exp*	1,850	2,504	2,891
		Rev	(24)	(23)	(20)
		NET	**1,826**	**2,481**	**2,871**
	Major Initiatives *Develop and implement a Leadership Development program for all staff.*				
	Initiatives • *Implement an enhanced Performance Review process for all staff.* • *Implement a Safety Leadership Program in line with new Victorian Occupational Heath & Safety changes.* • *Develop a Workforce Management Plan to address the human resourcing (succession) and recruitment requirements while meeting relevant Access and Inclusion plan outcomes to ensure that Council has the right employees, with the right skills, to deliver the Council Plan and services required by the community, both now and into the future.*				
Finance	The Finance unit provides financial, payroll, rating and property valuation services to the organisation, community and external stakeholders. These services underpin the drive to be a financially sustainable Council, comply with the necessary legislative requirements and meet community needs. The unit also aims to provide a safe, reliable and sustainable fleet of vehicles to support the organisation in achieving its goals. The significant procurement goal is that of gaining good value from our purchasing.	*Exp*	2,144	2,575	3,074
		Rev	(449)	(130)	(78)
		NET	**1,695**	**2,445**	**2,996**

Initiatives

- *Implement online tendering system across the organisation to ensure consistency and good governance.*

Business Development	The Commercial Facilities team, as part of the Business Development unit, manages a range of commercial property portfolios including strategic projects in addition to completing the transactions for property acquisitions, disposal and transfers.	*Exp*	1,202	1,285	1,166
		Rev	(1,366)	(1,205)	(1,185)
		NET	**(164)**	**80**	**(19)**

Major Initiatives

Progress initiatives associated with the Port of Sale East Bank project in line with Council direction including acquisition.

Initiatives

- *Progress the sale of Council's Surplus Land in accordance with policy and standards of best practice.*

Municipal Services	The Customer Service team, as part of the Municipal Services unit, provides responsive, quality customer service to all stakeholders.	*Exp*	468	504	530
		Rev	-	-	-
		NET	**468**	**504**	**530**

Major Initiatives

- *Implement the Customer Service Strategy Mystery Shopping initiative across all areas of Council.*

Initiatives

- *Rollout the Complaint Handling Strategy (aligned with the Complaint Handling Framework).*

TOTAL ORGANISATIONAL OBJECTIVE	**4,659**	**12,433**	**14,152**

2.7 Performance statement

The service performance indicators detailed in the preceding pages will be reported on within the Performance Statement which is prepared at the end of the financial year as required by Section 132 of the Act and included in the 2020/21 Annual Report. The Performance Statement will also include reporting on prescribed indicators of financial performance (outlined in section 5) and sustainable capacity, which are not included in this budget report. The prescribed performance indicators contained in the Performance Statement are audited each year by the Victorian Auditor General who issues an audit opinion on the Performance Statement. The major initiatives detailed in the preceding pages will be reported in the Annual Report in the form of a statement of progress in the Report of Operations.

Service Performance Outcome Indicators

Service	Indicator	Performance Measure	Computation
Animal Management	Health and safety	Animal prosecutions (Number of successful animal prosecutions)	Numerator Number of successful animal management prosecutions Denominator Not applicable
Aquatic Facilities	Utilisation	Utilisation of aquatic facilities (Number of visits to aquatic facilities per head of municipal population)	Numerator User satisfaction with how council has performed on provision of aquatic facilities Denominator Not applicable
Food Safety	Health and safety	Critical and major non-compliance notifications (Percentage of critical and major non-compliance outcome notifications that are followed up by Council)	Numerator Number of critical non-compliance outcome notifications and major non-compliance outcome notifications about a food premises followed up Denominator Number of critical non-compliance outcome notifications and major non-compliance outcome notifications about food premises
Roads	Satisfaction	Satisfaction with sealed local roads (Community satisfaction rating out of 100 with how Council has performed on the condition of sealed local roads)	Numerator Community satisfaction rating out of 100 with how Council has performed on the condition of sealed local roads Denominator Not applicable
Statutory Planning	Planning Decision Making	Council planning decisions upheld at VCAT (Percentage of planning application decisions subject to review by VCAT and that were not set aside)	Numerator Number of VCAT decisions that did not set aside council's decision in relation to a planning application Denominator Number of VCAT decisions in relation to planning applications

Waste collection	Waste diversion	Kerbside collection waste diverted from landfill (Percentage of garbage, recyclable and green organics collected from kerbside bins that is diverted from landfill)	Numerator Weight of recyclables and green organics collected from kerbside bins Denominator Weight of garbage, recyclables and green organics collected from kerbside bins
Libraries	Participation	Active library members (Percentage of the municipal population that are active library members)	Numerator Number of active library members Denominator Municipal population

2.8 Reconciliation with budgeted operating result

	Revenue $'000	Expenditure $'000	Net Cost (Revenue) $'000
Communities	4,779	9,034	4,255
Services and Infrastructure	4,482	24,164	19,682
Natural Environment	9,801	14,710	4,909
Lifelong Learning	516	2,078	1,562
Economy	1,544	2,792	1,248
Organisational	1,622	15,774	14,152
Total services & initiatives	**22,744**	**68,552**	**45,808**
Expenses added in:			
- Depreciation and amortisation			24,916
- Finance costs			93
- Other Expenses			1,132
Deficit before funding sources			**71,949**
Funding sources added in:			
- General Rates			(56,551)
- Victoria Grants Commission (general purpose)			(4,674)
- Capital income			(18,278)
- Other Income			(1,482)
Total funding sources			**(80,985)**
Combined (surplus)for the year			**(9,036)**

3. Financial Statements

This section presents information in regard to the Financial Statements. The budget information for the years 2020/21 to 2023/24 has been extracted from the Strategic Resource Plan.

The section includes the following financial statements in accordance with the *Local Government Act 1989* and the Local Government Model Finance Report.

Comprehensive Income Statement
Balance Sheet
Statement of Changes in Equity
Statement of Cash Flows
Statement of Capital Works
Statement of Human Resources

Pending Accounting Standards

The 2020/21 budget has been prepared based on the accounting standards applicable at the date of preparation. It has been updated to include the impact of *AASB 16 Leases*, *AASB 15 Revenue from Contracts with Customers* and *AASB 1058 Income of Not-for-Profit Entities*, but pending accounting standards that will be in effect from the 2020/21 financial year have not been considered in the development of the budget. Standards that are likely to impact on the 2020/21 financial statements, not considered in the preparation of the budget include:
AASB 1059 Service Concession Arrangements: Grantors.A52

2020/21 Budget - Wellington Shire Council

Comprehensive Income Statement
For the four years ending 30 June 2024

	NOTES	Forecast Actual 2019/20 $'000	Budget 2020/21 $'000	Strategic Resource Plan Projections 2021/22 $'000	2022/23 $'000	2023/24 $'000
Income						
Rates and Charges	4.1.1	63,559	64,276	65,507	67,092	68,538
Statutory fees & fines	4.1.2	796	786	742	757	780
User fees & charges	4.1.3	6,723	7,922	7,712	7,702	7,867
Grants - Operating	4.1.4	20,185	11,204	18,700	15,787	16,105
Grants - Capital	4.1.4	9,718	16,028	8,268	7,165	3,500
Contributions - monetary -Operating	4.1.5	363	206	268	120	123
Contributions - monetary -Capital	4.1.5	496	1,335	1,475	350	100
Contributions - non-monetary	4.1.5	902	-	-	-	-
Other income- Operating	4.1.6	2,796	2,298	2,332	2,359	2,469
Other income- Capital	4.1.6	199	-	-	950	-
Total income		105,737	104,055	105,004	102,282	99,482
Expenses						
Employee costs	4.1.7	27,607	29,821	30,021	30,989	32,018
Materials and Services	4.1.8	34,418	38,236	39,142	34,880	35,134
Bad and doubtful debts	4.1.9	90	70	71	73	74
Depreciation and amortisation	4.1.10	22,921	24,129	25,375	25,820	26,301
Amortisation-intangible assets	4.1.11	722	528	685	758	1,015
Amortisation-right of use assets	4.1.12	389	259	34	30	25
Borrowing Costs	4.1.13	243	93	411	651	818
Finance Cost -leases	4.1.14	14	4	-	-	-
Other expenses	4.1.14	4,943	948	814	830	847
Net loss on disposal of property, infrastructure, plant and equipment	4.1.15	840	931	949	918	928
Total expenses		92,187	95,019	97,502	94,949	97,160
Surplus for the year		13,550	9,036	7,502	7,333	2,322
Other comprehensive income						
Items that will not be reclassified to surplus or deficit:						
Net asset revaluation increment		-	-	-	-	-
Total comprehensive result		13,550	9,036	7,502	7,333	2,322

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2020/21 Budget - Wellington Shire Council

Balance Sheet

For the four years ending 30 June 2024

	NOTES	Forecast Actual 2019/20 $'000	Budget 2020/21 $'000	Strategic Resource Plan Projections 2021/22 $'000	2022/23 $'000	2023/24 $'000
Assets						
Current assets						
Cash and cash equivalents		62,996	49,903	42,008	33,837	27,473
Trade and other receivables		5,665	5,877	6,154	6,014	6,404
Other financial assets		30,000	30,000	30,000	30,000	30,000
Other assets		434	434	434	434	434
Total current assets	4.2.1	99,095	86,214	78,596	70,285	64,311
Non-current assets						
Trade and other receivables		2,518	3,017	3,472	3,949	4,341
Property, infrastructure, plant & equipment		891,586	918,437	936,858	953,094	961,950
Right-of-use assets		458	199	164	134	109
Intangible assets		1,500	3,466	3,241	2,553	3,663
Total non-current assets	4.2.1	896,062	925,119	943,735	959,730	970,063
Total assets		995,157	1,011,333	1,022,331	1,030,015	1,034,374
Liabilities						
Current liabilities						
Trade and other payables		6,435	7,418	7,302	6,665	6,759
Trust funds and deposits		2,128	2,218	2,198	2,288	2,268
Provisions		9,613	8,748	10,246	9,086	11,378
Interest-bearing loans and borrowings	4.2.3	289	843	1,346	1,796	1,981
Lease liabilities	4.2.4	266	26	62	-	-
Total current liabilities	4.2.2	18,731	19,253	21,154	19,834	22,386
Non-current liabilities						
Provisions		14,921	15,407	12,410	10,876	9,342
Interest Bearing loans and borrowings	4.2.3	1,026	7,183	11,837	15,042	16,061
Lease liabilities	4.2.4	87	62	-	-	-
Total non-current liabilities	4.2.2	16,034	22,652	24,247	25,918	25,403
Total liabilities		34,765	41,905	45,401	45,752	47,789
Net assets		960,392	969,428	976,930	984,263	986,585
Equity						
Accumulated surplus		398,080	408,616	414,878	423,018	427,105
Other Reserves	4.3.1	10,709	9,209	10,449	9,642	7,877
Asset Revaluation Reserve		551,603	551,603	551,603	551,603	551,603
Total equity		960,392	969,428	976,930	984,263	986,585

Statement of Changes in Equity

For the four years ending 30 June 2024

	NOTES	Total $'000	Accumulated Surplus $'000	Asset Revaluation Reserve $'000	Other Reserves $'000
2020 Forecast					
Balance at beginning of the financial year		950,667	389,171	551,608	9,888
Impact of adoption of new accounting standards		(3,411)	(3,411)	-	-
Adjusted opening balance		947,256	385,760	551,608	9,888
Surplus for the year		13,550	13,550	-	-
Effect of prior year adjustments		(409)	(409)	-	-
Net asset revaluation increment(decrement)		(5)	-	(5)	-
Transfer to other reserves		-	(2,967)	-	2,967
Transfer from other reserves		-	2,146	-	(2,146)
Balance at end of the financial year		**960,392**	**398,080**	**551,603**	**10,709**
2021 Budget					
Balance at beginning of the financial year		960,392	398,080	551,603	10,709
Surplus/(deficit) for the year		9,036	9,036	-	-
Net asset revaluation increment(decrement)		-	-	-	-
Transfer to other reserves	4.3.1	-	(2,958)	-	2,958
Transfer from other reserves	4.3.1	-	4,458	-	(4,458)
Balance at end of the financial year	4.3.2	969,428	408,616	551,603	9,209
2022					
Balance at beginning of the financial year		969,428	408,616	551,603	9,209
Surplus for the year		7,502	7,502	-	-
Net asset revaluation increment(decrement)		-	-	-	-
Transfer to reserves		-	(3,171)	-	3,171
Transfer from reserves		-	1,931	-	(1,931)
Balance at end of the financial year		**976,930**	**414,878**	**551,603**	**10,449**
2023					
Balance at beginning of the financial year		976,930	414,878	551,603	10,449
Surplus for the year		7,333	7,333	-	-
Net asset revaluation increment(decrement)		-	-	-	-
Transfer to reserves		-	(3,203)	-	3,203
Transfer from reserves		-	4,010	-	(4,010)
Balance at end of the financial year		**984,263**	**423,018**	**551,603**	**9,642**
2024					
Balance at beginning of the financial year		984,263	423,018	551,603	9,642
Surplus for the year		2,322	2,322	-	-
Net asset revaluation increment(decrement)		-	-	-	-
Transfer to reserves		-	(3,273)	-	3,273
Transfer from reserves		-	5,038	-	(5,038)
Balance at end of the financial year		**986,585**	**427,105**	**551,603**	**7,877**

2020/21 Budget - Wellington Shire Council

Statement of Cash Flow
For the four years ending 30 June 2024

	NOTES	Forecast Actual 2019/20 $'000 Inflows (Outflows)	Budget 2020/21 $'000 Inflows (Outflows)	Strategic Resource Plan Projections 2021/22 $'000 Inflows (Outflows)	2022/23 $'000 Inflows (Outflows)	2023/24 $'000 Inflows (Outflows)
Cash flows from operating activities						
Rates and charges		62,784	63,616	64,860	66,391	67,928
Statutory fees and fines		796	786	742	757	780
User fees		6,621	7,594	7,763	7,786	7,827
Grants - Operating		19,883	11,410	18,494	15,993	15,899
Grants - Capital		8,862	16,028	8,268	7,165	3,500
Contributions- monetary		859	1,541	1,743	470	223
Interest received		1,200	1,100	1,122	1,144	1,167
Trust funds and deposits taken		2,321	155	266	158	180
Other receipts		1,397	1,198	1,210	2,165	1,302
Employee costs		(27,014)	(29,251)	(29,969)	(30,740)	(31,754)
Materials and services		(33,757)	(37,251)	(39,260)	(35,516)	(35,040)
Trust funds and deposits repaid		(2,341)	(65)	(286)	(68)	(290)
Other payments		(4,710)	(1,968)	(2,435)	(3,848)	(426)
Net cash provided by operating activities	4.4.1	36,901	34,893	32,518	31,857	31,296
Cash flows from investing activities						
Payments for property, infrastructure, plant and equipment		(33,977)	(53,017)	(45,912)	(43,673)	(36,747)
Proceeds from sale of property, infrastructure, plant and equipment		577	614	707	684	636
Payments for investments		(179,675)	(185,894)	(190,894)	(195,894)	(195,894)
Proceeds from investments		185,484	183,940	190,956	195,863	193,964
Net cash used in investing activities	4.4.2	(27,591)	(54,357)	(45,143)	(43,020)	(38,041)
Cash flows from financing activities						
Finance costs		(244)	(93)	(411)	(651)	(818)
Proceeds from borrowings		-	7,000	6,000	5,000	3,000
Repayment of borrowings		(6,289)	(289)	(843)	(1,346)	(1,796)
Interest paid - lease liability		(14)	(4)	-	-	-
Repayment of lease liabilities		(379)	(243)	(16)	(11)	(5)
Net cash provided by financing activities	4.4.3	(6,926)	6,371	4,730	2,992	381
Net increase (decrease) in cash & cash equivalents		2,384	(13,093)	(7,895)	(8,171)	(6,364)
Cash & cash equivalents at beginning of the financial year		60,612	62,996	49,903	42,008	33,837
Cash & cash equivalents at end of the financial year		62,996	49,903	42,008	33,837	27,473

2020/21 Budget - Wellington Shire Council

Statement of Capital Works

For the four years ending 30 June 2024

	NOTES	Forecast Actual 2019/20 $'000	Budget 2020/21 $'000	Strategic Resource Plan Projections 2021/22 $'000	2022/23 $'000	2023/24 $'000
Property						
Land		-	2,750	1,000	500	500
Land Improvements		75	2,000	-	55	2,100
Total land		75	4,750	1,000	555	2,600
Buildings		7,065	10,055	5,485	8,968	4,765
Total property		7,140	14,805	6,485	9,523	7,365
Plant & Equipment						
Plant, machinery and equipment		2,151	2,556	2,523	2,824	2,531
Fixtures, fittings and furniture		274	280	331	30	70
Computers and telecommunications		150	280	275	-	-
Library books		247	251	256	262	268
Total plant & equipment		2,822	3,367	3,385	3,116	2,869
Infrastructure						
Roads		12,598	17,266	15,535	17,155	18,517
Bridges		1,125	1,280	550	550	550
Footpaths and cycleways		3,763	8,302	8,935	4,412	1,643
Drainage		450	150	2,140	1,790	1,964
Recreational, leisure and community facilities		2,680	1,950	1,366	1,400	1,000
Waste management		599	300	625	1,020	80
Parks, open spaces and streetscapes		1,456	1,808	3,995	3,305	2,590
Aerodromes		85	160	86	87	88
Off street car parks		450	880	2,100	1,050	56
Other infrastructure		724	2,256	250	250	-
Total Infrastructure		23,930	34,352	35,582	31,019	26,488
Intangibles		85	493	460	15	25
Total Intangibles		85	493	460	15	25
Total capital works expenditure	4.5.1	33,977	53,017	45,912	43,673	36,747
Represented by:						
New asset expenditure		414	1,368	545	1,329	519
Asset renewal expenditure		22,465	31,794	32,403	31,228	26,915
Asset upgrade expenditure		7,595	12,567	7,753	7,678	6,457
Asset expansion expenditure		3,503	7,288	5,211	3,438	2,856
Total capital works expenditure	4.5.1	33,977	53,017	45,912	43,673	36,747
Funding sources represented by:						
Grants		9,718	16,028	8,268	7,165	3,500
Contributions		965	2,250	2,236	2,215	1,000
Council cash		23,294	27,739	29,408	29,293	29,247
Borrowings		-	7,000	6,000	5,000	3,000
Total capital works expenditure	4.5.1	33,977	53,017	45,912	43,673	36,747

Projects within these categories can be completed over multiple years during this resource plan.

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Statement of Human Resources

For the four years ending 30 June 2024

	Forecast Actual 2019/20 $'000	Budget 2020/21 $'000	Strategic Resource Plan Projections 2021/22 $'000	2022/23 $'000	2023/24 $'000
Staff expenditure					
Employee costs - operating	27,607	29,821	30,021	30,989	32,018
Employee costs - capital	-	110	-	-	-
Total staff expenditure	27,607	29,931	30,021	30,989	32,018
	FTE	FTE	FTE	FTE	FTE
Staff numbers					
Employees- Operating	303.4	313.1	305.4	304.8	304.8
Capitalised Labour	1.0	1.0	-	-	-
Total Staff numbers	304.4	314.1	305.4	304.8	304.8

A summary of human resources expenditure categorised to the organisational structure of Council is included below:

Division	Budget 2020/21 $'000	Comprises Permanent Full Time $'000	Permanent Part Time $'000	Casual $'000	Temporary $'000
Chief Executive Officer	814	814	-	-	-
Built & Natural Environment	10,923	10,880	43	-	428
Development	5,655	4,774	881	308	161
Corporate Services	4,214	3,960	254	-	227
Community and Culture	4,767	3,679	1,088	1,953	481
Total permanent staff expenditure	26,373	24,107	2,266		
Casuals, temporary and other expenditure	3,558			2,261	1,297
Less: Capitalised Labour costs	(110)				
Total operating expenditure	29,821				

A summary of the number of full time equivalent (FTE) Council staff in relation to the above expenditure is included below:

Division	Budget FTE	Comprises Permanent Full Time	Permanent Part Time	Casual	Temporary
Built & Natural Environment	113.5	113.0	0.5	-	5.0
Chief Executive Officer	6.0	6.0	-	-	-
Community and Culture	50.4	36.0	14.4	23.2	9.2
Corporate Services	40.8	37.0	3.8	-	3.2
Development	56.3	43.0	13.3	3.6	2.9
Total permanent staff	267.0	235.0	32.0		
Total casuals and temporary staff	47.1			26.8	20.3
Total Staff	314.1				

4. Notes to Financial Statements

4.1 Comprehensive Income Statement

4.1.1 Rates and Charges

Rates and charges are required by the Act and the Regulations to be disclosed in Council's annual budget.

In developing the Strategic Resource Plan (SRP), rates and charges were identified as an important source of income. Planning for future rate increases has therefore been an important component of the Strategic Resource Planning (SRP) process. The Fair Go Rates System (FGRS) sets out the maximum amount councils may increase rates in the budget year. For 2020/21 the FGRS cap has been set at 2.0%. The cap applies to general rates and is calculated on the basis of council's average rates per assessment.
The level of required rates and charges has been considered in this context, with reference to Council's other sources of income, the planned expenditure on services and works to be undertaken for the community and present knowledge of COVID-19.

To achieve these objectives while maintaining service levels and a strong capital expenditure program, the average general rate will change by 0.0% for 2020/21 only. Other cost recovery charges including the Garbage charge, Waste Infrastructure charge and the EPA levy are outside the FGRS and they will be maintained at existing levels.

This will raise rates and charges for 2020/21 to $64.3M (including $0.9M for ratepayer's contributions towards special charge street schemes and $0.3M for interest on rates and charges).

4.1.1(a) The reconciliation of the total rates and charges to the Comprehensive Income Statement is as follows:

		Forecast Actual 2019/20 $'000	Budget 2020/21 $'000	Change $'000	%
General rates*		56,552	56,552	-	-
Garbage Charge		4,372	4,372	-	-
Waste Infrastructure Charge		1,697	1,697	-	-
EPA Levy		333	333	-	-
Boisdale Sewage Scheme		10	10	-	-
Special charge	1	270	915	645	238.9
Interest on rates and charges		325	397	72	22.2
Total rates and charges		63,559	64,276	717	1.1

*This item is subject to the rate cap established under the FGRS.

*This item includes $68,647 Cultural and Recreational Land rates income which is not included in the FGRS calculations (refer 4.1.1(j)).

Comments

(1) Special charge relates to owner contribution raised as a special charge for ratepayers' contribution towards street reconstructions.

4.1.1(b) The rate in the dollar to be levied as general rates under Section 158 of the Act for each type or class of land compared with the previous financial year.

Type or class of land	2019/20 cents/$CIV	2020/21 cents/$CIV	Change
General residential	0.005140	0.004911	(4.5%)
Commercial/Industrial	0.005140	0.004911	(4.5%)
Farm	0.004112	0.003929	(4.5%)
Cultural & Recreational Land Act (rate concession)	N/A	N/A	N/A

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4.1.1(c) The estimated amount to be raised by general rates in relation to each type or class of land, and the estimated total amount to be raised by general rates compared with the previous financial year.

Type or class of land	2019/20 Forecast $'000	2020/21 $'000	Change $'000	%
Residential	33,810	33,402	(408)	(1.2)
Commercial/Industrial	12,239	11,632	(607)	(5.0)
Farm	10,424	11,449	1,025	9.8
Cultural & Recreational Land	79	69	(10)	(12.7)
Total amount to be raised by general rates	**56,552**	56,552	-	-

- Additional supplementary property valuations and new assessments occurring after the 2019/20 budget was struck in June 2019, are fully annualised and are included in the budget for 2020/21.

4.1.1(d) The number of assessments in relation to each type or class of land, and the total number of assessments, compared with the previous financial year.

Type or class of land	2019/20 Forecast No.	2020/21 No.	Change No.	%
General residential	27,565	27,629	64	0.2
Commercial/Industrial	1,603	1,608	5	0.3
Farm	3,457	3,403	(54)	(1.6)
Cultural & Recreational Land	36	36	-	-
Total number of assessments	32,661	32,676	15	-

4.1.1(e) The basis of valuation to be used is the Capital Improved Value (CIV).

4.1.1(f) The estimated total value of each type or class of land, and the estimated total value of land, compared with the previous financial year.

Type or class of land	2019/20 Forecast $'000	2020/21 $'000	Change $'000	%
General residential	6,577,745	6,799,926	222,181	3.4
Commercial/Industrial	2,381,117	2,368,548	(12,569)	(0.5)
Farm	2,535,098	2,914,281	379,183	15.0
Recreational Land	30,932	31,280	348	1.1
Total value of land	11,524,892	12,114,035	589,143	5.1

The uplift represents supplementary (new assessments of CIV) occurring/created after the 2019/20 budget was struck in June 2019 and exist for inclusion in 2020/21 budget.

4.1.1(g) The rate or unit amount to be levied for each type of service rate or charge under Section 162 of the Act compared with the previous financial year.

Type of Charge	Per Rateable Property 2019/20 $	Per Rateable Property 2020/21 $	Change $	%
Residential Garbage collection	222.00	222.00	-	-
Waste Infrastructure Charge (Landfill operations)	55.00	55.00	-	-
EPA Levy Charge	16.92	16.92	-	-
Boisdale Common Effluent System and Pump out Charge	415.00	415.00	-	-

Service rates and charges are not covered by FGRS

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4.1.1 (h) The estimated amount to be raised by each type of service rate or charge, and the estimated total amount to be raised by service rates and charges, compared with the previous financial year.

Type of Charge	2019/20 Forecast $'000	2020/21 $'000	Change $'000	%
Kerbside collection (Garbage) *	4,372	4,372	-	-
Waste infrastructure Charge	1,697	1,697	-	-
EPA Levy Charge	333	333	-	-
Boisdale Common Effluent System Charge	10	10	-	-
Total amount to be raised by service rates or charges	**6,412**	**6,412**	-	-

* Recycle processing charges and management of Council's landfills and transfer stations.

4.1.1(i) The estimated total amount to be raised by all rates and charges compared with the previous financial year:

	2019/20 Forecast $'000	2020/21 $'000	Change $'000
Rates and charges	62,964	62,964	-
Total	62,964	62,964	-

4.1.1(j) Fair Go Rates System Compliance

Wellington Shire Council is compliant with the State Government's Fair Go Rates System.

		2019/20		2020/21
Number of rateable properties		32,131		32,640
Base Average Rates	$	1,708.27	$	1,730.40
Maximum Rate Increase (set by the State Government)		2.50%		2.00%
Capped Average Rate	$	1,750.98	$	1,765.00
Maximum General Rates and Municipal Charges Revenue Allowable*	$	56,261,068	$	57,609,703
Budgeted General Rates and Municipal Charges Revenue*	$	56,217,064	$	56,475,396
Budgeted Supplementary Rates	$	-	$	-
Budgeted Total Rates and Municipal Charges Revenue*	$	56,217,064	$	56,475,396

* Excludes Cultural and Recreational Land rates income

4.1.1 (k) Any significant changes, that affect the estimated amounts to be raised by rates and charges.

There are no known significant changes, which may affect the estimated amounts to be raised by rates and charges. However, the total amount to be raised by rates and charges may be affected by:

- The making of supplementary valuations;
- The variation of returned levels of value (e.g. valuation appeals);
- Changes of use of land such that rateable land becomes non-rateable land and vice versa;
- Changes of use of land such that residential land becomes business land and vice versa; and
- Consolidation of farm properties and land subdivisions.

4.1.1(l) Differential rates

Rates to be levied

The rate in the dollar to be applied to the CIV in relation to land in each category of differential is:

- A general rate of 0.004911 for all rateable general properties; and

Each differential rate will be determined by multiplying the Capital Improved Value of each rateable land (categorised by the characteristics described below) by the relevant percentages indicated above.

Council considers that each differential rate will contribute to the equitable and efficient carrying out of Council functions. Details of the types of classes of land, which are subject to each differential rate are set out below.

Farm Land

Farm land means any land that:
• Is "Farm Land" within the meaning of Section 2 (1) of the *Valuation of Land Act 1960* (paras a and b) and other criteria as defined by Council in c, hereunder
a. That is not less than 2 hectares in area; and
b. That is used primarily for:
- grazing (including agistment);
- dairying;
- pig-farming;
- poultry-farming;
- fish-farming;
- tree-farming;
- bee-keeping;
- viticulture;
- horticulture;
- fruit-growing or the growing of crops of any kind or for any combination of these activities, and;

c. Where the ratepayer is a Primary Producer with any evidence/ruling confirmed by the Australian Taxation Office, registered ABN and business plan.

Recreational land

Recreational land is land, which is as defined in accordance with Section 4 of the *Cultural & Recreational Lands Act 1963*:

- controlled by a non-profit organisation which exists for the purpose of providing or promoting culture or sporting recreation facilities which is used for sporting, recreation or cultural purposes or which is used for agricultural showgrounds.

The amounts levied on recreational land have regard to the services provided by the Council in relation to such lands, and the benefit to the community derived from such recreational lands.

4.1.2 Statutory fees and fines

	Forecast Actual 2019/20 $'000	Budget 2020/21 $'000	Change $'000	Change %
Infringements and costs	113	111	(2)	(1.8)
Land & Building Information Certificates	160	160	-	-
Permits	143	135	(8)	(5.6)
Planning Fees	380	380	-	-
Total statutory fees and fines	796	786	(10)	(1.3)

Statutory fees relate mainly to fees and fines levied in accordance with legislation and includes *Public Health and Wellbeing Act 2008* registrations, provision of property information and fines. Increases in statutory fees are made in accordance with legislative requirements.

Comments:

The 2020/21 budget for statutory fees and fines is expected to remain relatively consistent with 2019/20 levels. Any impact associated with the COVID-19 pandemic (waiving of some permits and planning fees) is not included.

4.1.3 User fees

		Forecast Actual 2019/20 $'000	Budget 2020/21 $'000	Change $'000	Change %
Leisure centres	1	1,769	2,380	611	34.5
Registration and other permits	2	816	1,215	399	48.9
The Wedge	3	263	450	187	71.1
Saleyards		386	439	53	13.7
Waste management services		2,577	2,649	72	2.8
Other fees and charges		228	295	67	29.4
Emergency Works - Call Outs		60	60	-	-
Animal Services		62	59	(3)	(4.8)
Wellington Centre		68	39	(29)	(42.6)
Reimbursements	4	494	336	(158)	(32.0)
Total user fees		6,723	7,922	1,199	17.8

User charges relate mainly to the recovery of service delivery costs through the charging of fees to users of Council's services. These include use of leisure, entertainment and other community facilities. In setting the budget, the key principles for determining the level of user charges has been to ensure that increases do not exceed CPI increases or market levels.

Some known adjustments (for example impact of show cancellations and Leisure centre closures) has been reflected in the 2019/20 forecast but any other impact from the COVID-19 pandemic is not included.

Comments:

Budgeted user fees are expected to increase by $1.2M over 2019/20.

(1) Aqua Energy and Gippsland Regional Sports Complex 2019/20 income has been reduced due to the closure from COVID-19 The 2020/21 income reflects a full year income including CPI increases and some expected usage increases for Swim school.

(2) New legislation in relation to Pool Compliance was introduced effective April 2020 and the increase in 2020/21 reflects a full year of registration and pool inspections.

(3) 2019/20 forecast is lower due to cancellation of shows due to the COVID-19 pandemic.

(4) Reimbursements are higher in 2019/20 to reflect the assistance provided to East Gippsland Shire Council in January 2020 bushfires.

A detailed listing of fees and charges is included in Section 6- Fees and Charges.

4.1.4 Grants

Grants are required by the Act and the Regulations to be disclosed in Council's annual budget.

		Forecast Actual 2019/20 $'000	Budget 2020/21 $'000	Change $'000	%
Grants were received in respect of the following:					
Summary of grants					
State funded grants		10,826	7,330	(3,495)	(32.3)
Commonwealth funded grants		19,077	19,902	825	4.3
Total grants received		**29,903**	**27,232**	**(2,671)**	**(8.9)**
(a) Operating Grants					
Recurrent - Commonwealth Government					
Victoria Grants Commission	1	13,960	7,216	(6,744)	(48.3)
Total Recurrent Commonwealth Grant		13,960	7,216	(6,744)	(48.3)
Recurrent - State Government					
Rural Access	2	158	-	(158)	(100.0)
Fire Services Property levy	2	61	-	(61)	(100.0)
Senior citizens	2	58	-	(58)	(100.0)
Community support programs		44	25	(19)	(42.4)
Cultural Services		229	213	(16)	(7.2)
Other		20	20	-	-
Libraries		330	330	-	-
Municipal emergency		170	322	152	89.7
Parks & Environmental services		114	115	1	0.6
School crossing supervisors		136	138	2	1.6
Environmental health		58	61	3	4.5
Total Recurrent State Grants		1,378	1,224	(154)	(11.2)
Non-Recurrent - Commonwealth Government					
Business Development	3	200	800	600	300.0
Total Non-Recurrent Commonwealth Grant		200	800	600	300.0
Non-Recurrent - State Government					
Drought- Rate Relief	4	3,810	-	(3,810)	(100.0)
Manager Projects	5	78	-	(78)	(100.0)
Natural Disaster Funding	5	76	-	(76)	(100.0)
Family and children		22	5	(17)	(76.9)
Planning		-	77	77	-
Community & Recreation Facilities upgrade		488	500	12	2.5
Community Support programs		15	32	17	113.3
Municipal Emergency		11	79	68	621.9
Business Development	6	137	685	548	400.2
Parks & Environmental Services	7	10	586	576	5,760.0
Total Non-Recurrent grants		4,647	1,964	(2,683)	(57.7)
Total Operating Grants		**20,185**	**11,204**	**(8,981)**	**(44.5)**

Comments:

Budgeted operating grants are expected to decrease by ($9.0M) over 2020/21, primarily due to early receipt of $7.2M Financial Assistance Grants in May 2020.

(1) Early receipt of $7.2M of the 2020/21 Financial Assistance Grants in May 2020 has increased the 2019/20 forecast and reduced the 2020/21 budget.

(2) Recurrent state grants including funded positions for Fire Services Property Levy and Rural Access which have been completed, and the Senior Citizens funding will now be paid directly to the community.

(3) Funding provided by Commonwealth Government for drought affected communities.

(4) During 2019/20 Council received one-off State Government funding to provide rate relief to "farming" operators.

(5) Shared engineer position funded by the LVA, and state bushfire funding, both completed in 2019/20.

(6) Includes the continuing Agribusiness position, as well as a number of grants related to drought and bushfire recovery.

(7) A one-off grant for Communities combating pests and weeds impacts during drought is to be expended in 2020/21.

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		Forecast Actual 2019/20 $'000	Budget 2020/21 $'000	Change $'000	%
(b) Capital Grants					
Recurrent - Commonwealth Government					
Roads to Recovery	1	4,537	6,295	1,758	38.7
Total Recurrent Commonwealth Government grants		4,537	6,295	1,758	38.7
Non-Recurrent - Commonwealth Government					
Buildings		260	1,214	954	366.9
Roads	2	100	2,519	2,419	2,419.0
Footpaths	3	-	1,035	1,035	-
Recreational Leisure & Community Facilities		-	535	535	-
Parks, Open Space & Streetscapes		20	250	230	1,150.0
Aerodromes		-	38	38	-
Total Non-Recurrent - Commonwealth grants		380	5,591	5,211	1,371.3
Total - Commonwealth Government grants		**4,917**	**11,886**	**6,969**	**141.7**
Non- Recurrent - State Government					
Buildings		2,410	2,382	(28)	(1.2)
Roads	2	817	1,047	230	28.2
Footpaths		231	157	(74)	(32.0)
Recreational Leisure & Community Facilities	4	659	449	(210)	(31.9)
Bridges		175	-	(175)	(100.0)
Parks, Open Space & Streetscapes		150	107	(43)	(28.7)
Waste Management		350	-	(350)	(100.0)
Library Books		9	-	(9)	(100.0)
Total Non- Recurrent State Government grants		4,801	4,142	(659)	(13.7)
Total Capital Grants		**9,718**	**16,028**	**6,310**	**64.9**
Total Grants		**29,903**	**27,232**	**(2,671)**	**(8.9)**

Comments:

Capital grants include all monies received from State and Federal government for the purposes of funding specific capital works projects and are to expected to increase by $6.3M compared to 2019/20.

(1) 2020/21 is the second year of the new Roads to Recovery program and includes the completion of works for the additional $3M drought allocation by December 2020. The total five year allocation is $19.9M.

(2) Blackspot and Country Roads funding of $2.4M will be used to upgrade roads in various areas of the Shire including works on Market Street and Macarthur Street Sale roundabout and the Gormandale-Stradbroke Road safety upgrades.

(3) The Sale CBD renewal program will continue again in 2020/21, with works on York Street to be partly funded via a $1M grant.

(4) Other major grant funding will be allocated for upgrading community sporting facilities and public halls including Cameron Sporting Complex ($1.5M), Stephenson Park Recreation Reserve ($0.7M) and Sale Oval Changeroom redevelopment ($0.9M).

4.1.5 Contributions

		Forecast Actual 2019/20 $'000	Budget 2020/21 $'000	Change $'000	%
Monetary	1	859	1,541	682	79.3
Non-monetary	2	902	-	(902)	(100.0)
Total contributions		1,761	1,541	(220)	(12.5)

Comments:
Cash contributions include all monies received from community sources or other non government bodies towards the delivery of Council's services to ratepayers (operating) and capital works program.

(1) Monetary contributions are expected to increase by $0.7M mainly for a contribution towards the Toongabbie-Cowwarr Weir Road reconstruction and the completion of Sale Tennis Court redevelopment.

(2) Non monetary contributions are gifted and donated assets relating to infrastructure assets from new subdivisions and land acquired under the Wellington Coastal Strategy Voluntary Assistance Scheme. No non cash monetary contributions have been budgeted for 2020/21.

4.1.6 Other income

		Forecast Actual 2019/20 $'000	Budget 2020/21 $'000	Change $'000	%
Recognition of assets	1	397	-	(397)	(100.0)
Donations	2	248	1	(247)	(99.6)
Interest on Investments	3	1,200	1,100	(100)	(8.3)
Sponsorship	4	102	67	(35)	(34.1)
Insurance recovery	2	16	-	(16)	(100.0)
Other rent		779	769	(10)	(1.3)
Interest on debtors		4	26	22	529.1
Miscellaneous income	5	249	335	86	34.4
Total other income		2,995	2,298	(697)	(23.3)

Comments:
Budgeted other income is expected to decrease by $0.7M over 2019/20.

(1) Recognition of assets such as roads and buildings are forecast to be $0.4M in 2019/20. No budget is included for recognition of assets in 2020/21.

(2) A number of one-off miscellaneous insurance reimbursements and donations occurred in 2019/20 which are not expected to occur in 2020/21.

(3) Current low interest rate environment has resulted in lower than expected interest on investment in 2019/20 and is expected to continue to impact in 2020/21.

(4) Agribusiness sponsorships to be collected by Council across financial years, and expended fully in 2020/21.

(5) Benefits from volunteers recognised as per new accounting standards, offset by the volunteer costs also recognised.

4.1.7 Employee costs

		Forecast Actual 2019/20 $'000	Budget 2020/21 $'000	Change $'000	%
Wages and Salaries	1	22,445	24,311	1,866	8.3
Workcover	2	198	535	337	169.8
Superannuation	1	2,217	2,354	137	6.2
Fringe benefit tax		207	212	5	2.6
Casual staff		1,904	1,901	(3)	(0.1)
Other	3	636	508	(128)	(20.2)
Total employee costs		27,607	29,821	2,214	8.0

Comments:

Budgeted employee costs are expected to increase by $2.2M over 2019/20.

(1) Enterprise Agreement increases and movement within bands. Enterprise Agreement 10 commenced in November 2019. A full year budget has been included for a number of new positions approved through business cases.

(2) 2019/20 WorkCover premium savings, will not reoccur in 2020/21 due to a number of long term claims expected to be finalised in 2020/21.

(3) Corporate and Compliance training budget has been reduced.

4.1.8 Materials and services

		Forecast Actual 2019/20 $'000	Budget 2020/21 $'000	Change $'000	%
Contractors	1	6,505	9,320	2,815	43.3
Materials	2	4,632	5,448	816	17.6
Insurances	3	1,284	1,643	359	28.0
Waste Management Services		4,468	4,517	49	1.1
Contributions		2,912	2,939	27	0.9
Authority fees		1,000	1,020	20	2.0
Utility payments		2,563	2,558	(5)	(0.2)
Building Maintenance		1,542	1,483	(59)	(3.8)
Infrastructure & Parks Maintenance	4	8,125	8,016	(109)	(1.3)
Consultants		1,387	1,292	(95)	(6.8)
Total Materials and services		34,418	38,236	3,818	11.1

Comments:

Budgeted materials and services are expected to increase by $3.8M over 2019/20.

(1) Additional contractor expenditure in 2020/21 includes, $1.4M for Special Projects, including West Sale Airport Rising Main Pump Station and Eastern Aviation Stage 2-5, York Street - SPAustnet Services; $1.3M for Stratford Recreation Reserve Netball Changerooms and $0.2M for Council Elections.

(2) Materials costs will increase primarily due to increases in the budget for software maintenance due to planned upgrades, increased fuel and marketing costs.

(3) Premiums for assets and Public Liability insurance is anticipated to increase by 30% with other insurance premiums budgeted to increase between 3% and 10%.

(4) 2019/20 included an additional parks project for the Reeve Street Sale median safety upgrade. In 2020/21 the balance of the infrastructure and parks maintenance budget will be consistent with 2019/20.

4.1.9 Bad and doubtful debts

	Forecast Actual 2019/20 $'000	Budget 2020/21 $'000	Change $'000	Change %
Rate debtors	90	70	(20)	(22.0)
Total bad and doubtful debts	90	70	(20)	(22.0)

Comments:
Budgeted bad and doubtful debts provisions are expected to decrease in 2020/21 as the waste infrastructure charge on some 90 Mile Beach properties is removed following Ombudsman recommendations.

4.1.10 Depreciation

	Forecast Actual 2019/20 $'000	Budget 2020/21 $'000	Change $'000	Change %
Infrastructure	15,898	16,550	652	4.1
Property	4,855	5,294	439	9.0
Plant and equipment	2,168	2,285	117	5.4
Total depreciation and amortisation	22,921	24,129	1,208	5.3

Comments:
Budgeted depreciation is expected to increase by $1.2M, mainly due to the completion of the 2020/21 capital works program and the full year effect of depreciation on the 2019/20 capital works program.

4.1.11 Amortisation - Intangible assets

	Forecast Actual 2019/20 $'000	Budget 2020/21 $'000	Change $'000	Change %
Intangible assets	722	528	(194)	(26.9)
Total amortisation - intangible assets	722	528	(194)	(26.9)

Comments:
Budgeted amortisation is expected to decrease by $0.2M, mainly due to no landfill airspace assets budgeted to be created in 2020/21.

4.1.12 Amortisation - Right of Use assets

	Forecast Actual 2019/20 $'000	Budget 2020/21 $'000	Change $'000	Change %
Right of use assets	389	259	(130)	(33.4)
Total amortisation - right of use assets	389	259	(130)	(33.4)

Comments:
Budgeted amortisation is expected to decrease by $0.1M, mainly due to the major right of use contract nearing the end of its specified timeframe.

4.1.13 Borrowing costs

	Forecast Actual 2019/20 $'000	Budget 2020/21 $'000	Change $'000	%
Interest - borrowings	243	93	(150)	(61.7)
Total borrowing costs	243	93	(150)	(61.7)

Comments:
Budgeted interest on borrowings will decrease in 2020/21 due to the finalisation of a major loan in 2019/20 and the deferral of planned 2019/20 borrowings until 2020/21 resulting in no new interest charges for 2020/21.

4.1.14 Other expenses

		Forecast Actual 2019/20 $'000	Budget 2020/21 $'000	Change $'000	%
Rate Relief - Drought	1	4,206	485	(3,721)	(88.5)
Assets written off	2	270	-	(270)	(100.0)
Derecognition of assets		17	-	(17)	(100.0)
Finance Cost- leases		14	4	(10)	(73.7)
Auditor's remuneration - VAGO		73	77	4	4.9
Auditor's remuneration - Internal		60	64	4	6.7
Councillors allowances		317	322	5	1.6
Total other expenses		4,957	952	(4,005)	(80.8)

Comments:
Budgeted other expenses are expected to decrease by ($4.0M) over 2019/20.

(1) During 2019/20 Council received one off State Government funding to provide rate relief to "farming" operators.

(2) Write off of assets such as roads and footpaths are forecast to be $0.3M in 2019/20. No budget is included for assets written off in 2020/21.

4.1.15 Net Loss on disposal of property, infrastructure, plant and equipment

	Forecast Actual 2019/20 $'000	Budget 2020/21 $'000	Change $'000	%
Proceeds from sale of assets	(577)	(614)	(37)	6.4
Written Down Value of assets sold	415	490	75	18.0
WDV Assets Replaced	1,002	1,055	53	5.3
Total Net loss on disposal of property, infrastructure, plant and equipment	840	931	91	10.8

Comments:
Proceeds from the disposal of Council Assets is expected to be ($0.6M) and relates mainly to the planned cyclical replacement of part of the plant and vehicle fleet. The written down value of assets sold/replaced is anticipated to be $1.5M.

4.2 Balance Sheet

4.2.1 Assets

Budgeted "Total assets" are expected to increase by $16.2M, being a decrease of $12.9M in current assets and an increase of $29.1 in non-current assets.

The decrease of $12.9M in current assets is the result of reduced cash and cash equivalents and a minor increase in trade and other receivables.

The increase of $29.1M in non-current assets is attributable to the net result of the capital works program ($53.0M of new assets), depreciation and amortisation of assets ($24.9M) and the impact of assets replaced or sold ($1.5M).

4.2.2 Liabilities

Budgeted "Total liabilities" are expected to increase by $7.1M, being an increase of $0.5M in current liabilities and an increase of $6.6M in non-current liabilities.

The increase of $0.5M in current liabilities is primarily due to an increase in trade and other payable and loans, offset by decreases in lease liabilities and employee provisions.

The $6.6M increase in non-current liabilities relates to the impact of new 2020/21 borrowings.

4.2.3 Borrowings

The table below shows information on borrowings specifically required by the Regulations.

	2019/20 $'000	2020/21 $'000
Amount borrowed as at 30 June of the prior year	7,603	1,315
Amount proposed to be borrowed	-	7,000
Amount projected to be redeemed	(6,288)	(289)
Amount of borrowings as at 30 June	**1,315**	**8,026**

Borrowings are utilised by Council to spread the impact across generations of the community utilising assets.

Prior years borrowings were delayed due to timing of projects initially planned to be completed in 2019/20.

4.2.4 Leases by category

As a result of the introduction of *AASB 16 Leases*, right-of-use assets and lease liabilities have been recognised as outlined in the table below.

	Forecast Actual 2019/20 $'000	Budget 2020/21 $'000
Right-of-use assets		
Buildings	40	-
Plant and equipment	265	70
Photocopiers	55	31
Total right-of-use assets	360	101
Lease liabilities		
Current lease Liabilities		
Buildings	39	-
Plant and equipment	202	10
Photocopiers	25	16
Total current lease liabilities	266	26
Non-current lease liabilities		
Buildings	-	-
Plant and equipment	56	46
Photocopiers	31	16
Total non-current lease liabilities	87	62
Total lease liabilities	353	88

Where the interest rate applicable to a lease is not expressed in the lease agreement, Council applies the average incremental borrowing rate in the calculation of lease liabilities. The current incremental borrowing rate is 4.24%.

4.3 Statement of changes in Equity

4.3.1 Reserves

			2020/21 $'000
Forecast at 30 June 2020			10,709
Proposed Transfer to Reserves 2020/21			
Discretionary Reserves			
-Asset Improvement	1		-
-Plant Replacement	2		873
-Waste Infrastructure	3		1,698
Non- Discretionary Reserves			
-Recreational Land	4		110
-Art Gallery Acquisition/Contribution Reserves	5		-
-Leased Property Improvements	6		277
		Total transfers to reserves	2,958
Proposed Transfer from Reserves 2020/21			
Discretionary Reserves			
-Asset Improvement	1		400
-Plant Replacement	2		1,040
-Waste Infrastructure	3		2,778
Non-Discretionary Reserves			
-Recreational Land	4		140
-Art Gallery Acquisition/Contribution Reserves	5		10
-Leased Property Improvements	6		90
		Total transfers from reserves	4,458
Budget at 30 June 2021			9,209

Comments

Total other reserves are expected to decrease by $1.5M over 2019/20.

(1) Asset Improvement Reserve is to fund specific future capital improvements. During 2020/21 it is anticipated to transfer funds from this reserve to fund works on the carpark in Sale.

(2) Plant Replacement Reserve is to fund future purchases of major plant and equipment and will marginally decrease by the end of 2020/21.

(3) Waste Infrastructure Reserve is to fund the establishment of recycling and transfer stations, remediation of existing and closed landfills and an increase in landfill capacity in the future. The 2020/21 increase relates to the transfer to the reserve of the Waste Infrastructure charge collected during 2020/21 reduced by proposed expenditure on waste facilities.

(4) Recreational Land Reserve is to fund future open space facilities as per Section 18 of Subdivision Act. During 2020/21 it is anticipated to transfer funds from this reserve to fund a new playground in Stratford.

(5) Art Gallery Acquisition and Contribution Reserves are to fund future art acquisitions and major exhibitions including the John Leslie Art Prize.

(6) Leased Property Improvements Reserve is to fund future works on leased properties (caravan parks and Port of Sale Moorings) in accordance with Crown Land Act. Funds transferred to reserve in 2020/21 include lease related payments received from Caravan Park lessees and mooring fees.

4.3.2 Equity

Total Equity is anticipated to increase by $9.0M being for the expected 2020/21 surplus.

4.4 Statement of Cash Flows

4.4.1 Net cash flows provided by operating activities

The decrease of $2.0M in cash inflows from operating activities is mainly due to the inclusion of the receipt of $7.2M 2020/21 Financial Assistance Grants received in May 2020, partly offset by higher capital grant funding. Employee costs and materials services will also increase by $5.7M but this increase is partly offset by lower other expenses payments in 2020/21.

4.4.2 Net cash flows used in investing activities

The increase of $26.8M in payments for investing activities relates to an increase in payments for property, infrastructure, plant and equipment. Property, infrastructure, plant and equipment expenditure will be $53.0M and represents Council's continued commitment to the renewal of community assets and delivering improvements to facilities. More detailed information on the 2020/21 capital program can be found in 4.5.

4.4.3 Net cash flows provided by financing activities

Net cash flow provided by financing activities has increased by $13.3M. Proposed 2020/21 borrowings of $7.0M will partly fund works on a number of major projects including the completion of the Cameron Sporting Complex Redevelopment, continuation of Sale and Maffra CBD streetscape programs and a land purchase. The increase in proposed borrowings is offset by lower 2020/21 loan principal repayments due to the impact of a $6.0M loan repayment in 2019/20.

- Wellington Shire Council

'orks Program

ents a listing of the capital works projects that will be undertaken for the 2020/21 year, classified by expenditure type and funding source. Works are also discl
forward from prior year. Note some multi year projects span up to three years on an ongoing basis, and include Market Street and Macarthur Street Roundabc
eron Sporting Complex redevelopment, Sale Oval and Stephenson Park - changerooms redevelopment, Port of Sale Access Project and Business Systems Upgrac

		Forecast Actual 2020/21 $'000	Budget 2020/21 $'000	Change $'000	%
	1	7,140	**14,805**	7,665	**107.4**
t	2	2,822	**3,367**	545	**19.3**
	3	23,930	**34,352**	10,422	**43.6**
	4	85	**493**	408	**480.0**
		33,977	**53,017**	19,040	**56.0**

d as a reconciling item to match Statement of Capital Works (Section 3)

Cameron Sporting Complex redevelopment.
major plant and vehicles will occur in 2020/21.
e infrastructure projects such as Sale and Maffra streetscape renewals, Gormandale-Stradbroke Road safety upgrades and residential road and street construction program.
major business software will occur in 2020/21.

	Project Cost	Asset expenditure types				Summary of Funding Sour		
		New	Renewal	Upgrade	Expansion	Grants	Contributions	Council c
	$'000	$'000	$'000	$'000	$'000	$'000	$'000	$'000
	14,805	678	5,179	4,720	4,228	3,596	450	6,
t	**3,377**	11	3,108	128	130	-	-	3,
	34,342	679	23,014	7,718	2,931	12,431	1,800	17,
	493	-	493	-	-	-	-	
	53,017	1,368	31,794	12,565	7,289	16,027	2,250	27,

: - Wellington Shire Council

ıdget

	Project Cost $'000	Asset Expenditure Type New $'000	Renewal $'000	Upgrade $'000	Expansion $'000	Summary of Funding Sou Grants $'000	Contributions $'000	Cash $'000
ent Land - Raymond Street, Sale - Purchase	2,750	-	-	-	2,750	-	-	
	2,750	-	-	-	2,750	-	-	
'EMENTS								
ell 3 Construction	2,000	-	1,000	1,000	-	-	-	2,
MPROVEMENTS	2,000	-	1,000	1,000	-	-	-	2,
e - Lighting Renewal	35	-	35	-	-	-	-	
Program (Kilmany, Yarram Hub, Yarram Transfer Airport)	250	-	-	-	250	-	-	
etwork at Waste Facilities - Various Sites	150	-	-	150	-	-	-	
Sale - Automatic Doors Renewal	85	-	85	-	-	-	-	
- Rosedale Multipurpose Centre	35	-	-	-	35	-	-	
att, Sale - Environmental Education Centre	300	300	-	-	-	-	200	
s Accessibility Improvement Program	284	-	-	284	-	94	-	
ning Centre - Floor Covering Renewal	35	-	35	-	-	-	-	
ished - Heritage Refurbishment	50	-	50	-	-	-	-	
Hall - Wall Cracking Repairs	20	-	20	-	-	-	-	
atre - Façade Signage & Accessibility	240	-	192	48	-	240	-	
ement, Hiawatha	150	-	150	-	-	-	-	
al/Refurbishment Program (Apex Park Heyfield, Harbeck alister Park Maffra, Apex Park Stratford)	75	-	75	-	-	-	-	
nt System Upgrade - Wellington Shire Pools	80	-	64	-	16	-	-	
Creche Multi Use Conversion	11	-	7	4	-	-	-	
Water Heating Unit Replacement and Upgrade	60	-	36	24	-	-	-	
Sports Complex, Sale - Stadium Air Handling Installation	215	194	-	22	-	-	-	
Sports Complex, Sale - Stadium LED Lights Upgrade	20	-	12	8	-	-	-	
ar Heating Upgrades	86	-	51	34	-	-	-	
Complex, Maffra - Stadium Redevelopment	3,990	-	998	1,994	998	1,500	-	
Redevelopment Design	20	4	10	6	-	-	-	
- Pavilion Redevelopment	212	-	148	42	22	162	50	
oom Redevelopment	1,550	-	930	465	155	880	150	
ecreation Reserve, Sale - Changeroom Redevelopment	1,005	-	603	402	-	720	50	
	8,958	498	3,501	3,484	1,476	3,596	450	2,
RTY	13,708	498	4,501	4,484	4,226	3,596	450	5,

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	Project	Asset Expenditure Type				Summary of Funding Sou		
	Cost $'000	New $'000	Renewal $'000	Upgrade $'000	Expansion $'000	Grants $'000	Contributions $'000	Cash $'000
PMENT								
TY & EQUIPMENT								
ual Program	1,236	-	1,236	-	-	-	-	1,
t Environment Annual Program	995	-	995	-	-	-	-	
ural Environment and Parks Annual Program	325	-	325	-	-	-	-	
CHINERY & EQUIPMENT	2,556	-	2,556	-	-	-	-	2,
INGS								
Spot Replacement	49	-	34	15	-	-	-	
rsal Room Performance Space	20	-	10	10	-	-	-	
Desk Replacement	65	-	52	13	-	-	-	
uistions	30	-	-	-	30	-	-	
Station	11	11	-	-	-	-	-	
Sports Complex - Café Equipment Replacement	15	-	15	-	-	-	-	
Pool - Blanket Installation	90	-	-	-	90	-	-	
E & FITTINGS	280	11	111	38	120	-	-	
sitions	155	-	124	31	-	-	-	
al Acquisitions	54	-	43	11	-	-	-	
g & Processing	42	-	34	8	-	-	-	
OOKS	251	-	201	50	-	-	-	
LECOMMUNICATIONS								
ade / Replacement Program	200	-	200	-	-	-	-	
RS & TELECOMMUNICATIONS	200	-	200	-	-	-	-	
r Sculpture Base	10	-	-	-	10	-	-	
S	10	-	-	-	10	-	-	
& EQUIPMENT	3,297	11	3,068	88	130	-	-	3,

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	Project	Asset Expenditure Type				Summary of Funding Sou		
	Cost $'000	New $'000	Renewal $'000	Upgrade $'000	Expansion $'000	Grants $'000	Contributions $'000	Cash $'000
JRE								
t	250	-	125	75	50	-	-	
Maffra - Reconstruction - 0.2km	70	-	70	-	-	70	-	
r & Weir Roads, Cowwarr - Reconstruction	600	-	300	300	-	300	300	
oke Road Safety Upgrades (Blackspot)	1,104	-	552	552	-	1,104	-	
nstruction, Macks Creek - 1.8km	400	-	400	-	-	400	-	
Reconstruction Program	150	-	150	-	-	-	-	
Upgrades (Blackspot)	151	-	76	75	-	151	-	
Road Reconstruction and Widening	600	-	420	180	-	600	-	
d Safety Upgrades (Blackspot)	205	-	102	103	-	205	-	
gram - Giffard	250	-	175	75	-	-	-	
lacarthur Street Roundabout, Sale	1,047	-	733	314	-	1,047	-	
nstruction, Heyfield (George Street to Harbeck Street)	250	-	200	50	-	250	-	
Sale - Carparking Improvements	80	-	-	80	-	-	-	
ffra - Reconstruction (Johnson Street to Princess Street) -	15	-	15	-	-	-	-	
Street Construction Program (Special Charge Schemes)	3,050	-	1,830	1,220	-	2,135	915	
ffra - Reconstruction (Johnson Street to Queen Street) -	5	-	5	-	-	-	-	
ment Program	20	-	10	10	-	-	-	
- Reconstruction and Shoulder Sealing	500	-	400	100	-	500	-	
rram - Construction and Sealing (Church Road to	400	-	200	200	-	400	-	
to Guthridge Parade Access - Construction and Sealing	165	-	66	-	99	-	-	
n Street Intersection, Stratford - Upgrade - Design	10	-	10	-	-	-	-	
r Street Intersection, Sale - Upgrade - Design	20	-	6	14	-	-	-	
Loch Sport - Safety Treatments	150	-	45	105	-	-	-	
Program	325	-	325	-	-	-	-	
ing - Annual Program	2,600	-	2,600	-	-	-	-	2,
vement Program	100	-	50	50	-	-	-	
alt Resheeting - Annual Program	1,750	-	1,750	-	-	690	-	1,
ling - Annual Program	200	-	200	-	-	-	-	
lacement - Annual Program	450	-	450	-	-	-	-	
ed Roads - Annual Program	1,240	-	1,240	-	-	-	-	1,
rsection Upgrades - Annual Program	300	-	180	120	-	-	-	
ad Safety Upgrades - Planning and Design (Blackspot	220	-	88	132	-	520	-	-
ction Upgrade. Stockdale Rd/Briagolong-Stockdale Rd	100	-	40	60	-	100	-	
ety Upgrades (Blackspot Program)	238	-	48	190	-	538	-	-
	17,015	-	12,861	4,005	149	9,009	1,215	6,

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	Project	Asset Expenditure Type				Summary of Funding Sou		
	Cost $'000	New $'000	Renewal $'000	Upgrade $'000	Expansion $'000	Grants $'000	Contributions $'000	Cash $'000
nance and Rehabilitation Program	150	-	150	-	-	-	-	
struction (Ingles Road), Devon North	700	-	700	-	-	700	-	
ge, Rosedale - Barrier Renewal	50	-	50	-	-	-	-	
val	180	-	108	72	-	-	-	
fety Barrier Renewal - Annual Program	200	-	120	80	-	-	-	
	1,280	-	1,128	152	-	700	-	
mprovement - Annual Program	50	-	25	25	-	-	-	
Connections - Annual Program	150	-	-	-	150	-	-	
- Annual Program	310	-	310	-	-	-	-	
cape Renewal	1,018	-	814	204	-	-	-	
Program (York Street)	3,205	-	2,564	641	-	1,035	-	
Program (Bond Street)	500	-	400	100	-	-	-	
fra - Upgrade (Campbell Street to Fulton Drive)	300	-	150	150	-	-	-	
rge Street Streetscape - Heyfield (Harbeck Street to gn	10	-	10	-	-	-	-	
Sale - Neighbourhood Park Development	100	-	50	50	-	-	-	
al - Annual Program	60	-	60	-	-	-	-	
provement Project	200	-	-	-	200	-	-	
Alberton-Port Albert	307	-	-	-	307	307	-	
rogram	500	-	-	-	500	-	-	
, Golden Beach - Design	10	-	-	-	10	-	-	
S	6,720	-	4,383	1,170	1,167	1,342	-	2,
rovements - Annual Program	150	-	90	60	-	-	-	
	150	-	90	60	-	-	-	
EISURE & COMMUNITY FACILITIES								
development	536	-	161	375	-	199	337	
armer Pool	662	529	133	-	-	250	61	
& Shelter Installation	43	-	-	-	43	-	-	
ew Equipotential Bonding	30	-	30	-	-	-	-	
Sports Complex - Netball Court Lighting Renewal	100	-	100	-	-	-	-	
on Reserve - Traffic Management Upgrades	185	-	93	92	-	185	-	
cle Clubhouse, Maffra - Access Upgrade	35	-	17	18	-	-	-	
- Fencing	130	-	130	-	-	130	-	
b - Field Days Undercover Facility	30	-	-	-	30	20	10	
on Reserve Pony Club Redevelopment	200	-	100	100	-	200	-	
ONAL LEISURE & COMMUNITY FACILITIES	1,950	529	764	584	73	984	408	

: - Wellington Shire Council

	Project	Asset Expenditure Type				Summary of Funding Sou		
	Cost $'000	New $'000	Renewal $'000	Upgrade $'000	Expansion $'000	Grants $'000	Contributions $'000	Cash $'000
IENT								
are Installation	300	-	75	225	-	-	-	
NAGEMENT	300	-	75	225	-	-	-	
ACE & STREETSCAPES								
n Program	162	-	-	-	162	-	22	
Program	240	-	240	-	-	-	-	
eplacement Program	120	-	96	24	-	-	-	
for Future Transport	27	-	22	5	-	-	-	
sion Control - Sale	30	-	30	-	-	-	-	
e Botanic Gardens Development/Masterplan - Sale	378	-	113	265	-	108	105	
rogram	30	-	30	-	-	-	-	
lusivity Playspace Improvement Program - Various	50	-	50	-	-	-	-	
cinct Storage Shed	30	-	18	12	-	-	-	
le Grove boardwalk deck replacement - Loch Sport	25	-	25	-	-	-	-	
pen Space Upgrade (Stage 1)	150	-	75	75	-	-	50	
t Expansion, Heyfield - Skatepark Upgrade and Pump	250	150	-	50	50	250	-	
Sale - Baseball Lighting	250	-	250	-	-	-	-	
EN SPACE & STREETSCAPES	1,742	150	949	431	212	358	177	1,
apital Works Program	86	-	68	9	9	-	-	
- Emergency Services Operations Upgrade (Apron, auto encing)	75	-	38	37	-	38	-	
MES	161	-	106	46	9	38	-	

: - Wellington Shire Council

	Project	Asset Expenditure Type				Summary of Funding Sou		
	Cost $'000	New $'000	Renewal $'000	Upgrade $'000	Expansion $'000	Grants $'000	Contributions $'000	Cash $'000
PARKS								
tion, Sale (Coles) - Design	20	-	18	2	-	-	-	
on, Golden Beach	150	-	135	15	-	-	-	
tion, Sale (IGA) - Planning and Design	400	-	360	40	-	-	-	
tion, Lake Street Loch Sport - Design	10	-	6	4	-	-	-	
Resealing Program	50	-	50	-	-	-	-	
on, Manns Beach	250	-	125	125	-	-	-	
ET CAR PARKS	880	-	694	186	-	-	-	
UCTURE								
ng Access Improvements	1,885	-	377	377	1,131	-	-	1,
Ramp/Jetty Renewal	85	-	68	-	17	-	-	
Livestock Exchange - C Pen Shed Roof Replacement	80	-	80	-	-	-	-	
Hothouse Ventilation Automation	10	-	10	-	-	-	-	
RASTRUCTURE	2,060	-	535	377	1,148	-	-	2,
TRUCTURE	32,258	679	21,581	7,234	2,757	12,431	1,800	15,
al	15	-	15	-	-	-	-	
ublic User Software Upgrade (Whole Shire)	20	-	20	-	-	-	-	
Upgrade	108	-	108	-	-	-	-	
Systems Upgrades	350	-	350	-	-	-	-	
IBLES	493	-	493	-	-	-	-	
PITAL WORKS 2020/21	49,756	1,188	29,643	11,805	7,113	16,027	2,250	24,

- Wellington Shire Council

	Project Cost $'000	Asset Expenditure Type New $'000	Renewal $'000	Upgrade $'000	Expansion $'000	Summary of Funding Sou Grants $'000	Contributions $'000	Cash $'000
d forward from the 2019/20 year (Work funded in 19/20 and carried forward)								
ement, Sale Botanic Gardens	200	-	200	-	-	-	-	
al/Refurbishment Program (Apex Park Heyfield, Harbeck alister Park Maffra, Apex Park Stratford)	150	-	150	-	-	-	-	
Air Handling System Replacement	200	180	-	20	-	-	-	
oom Redevelopment	30	-	18	9	3	-	-	
ecreation Reserve, Sale - Changeroom Redevelopment	518	-	311	207	-	-	-	
	1,098	180	679	236	3	-	-	1,
RTY	1,098	180	679	236	3	-	-	1,0
PMENT								
LECOMMUNICATIONS								
V Technology Upgrades	80	-	40	40	-	-	-	
RS & TELECOMMUNICATIONS	80	-	40	40	-	-	-	
& EQUIPMENT	80	-	40	40	-	-	-	
URE								
ment Program	250	-	125	125	-	-	-	
	250	-	125	125	-	-	-	
cape Renewal	782	-	626	156	-	-	-	
Program (Bond Street)	800	-	640	160	-	-	-	
S	1,582	-	1,266	316	-	-	-	1,

- Wellington Shire Council

	Project	Asset Expenditure Type				Summary of Funding Sou		
	Cost $'000	New $'000	Renewal $'000	Upgrade $'000	Expansion $'000	Grants $'000	Contributions $'000	Cash $'000
ACE & STREETSCAPES								
Signage	56	-	-	-	56	-	-	
EN SPACE & STREETSCAPES	56	-	-	-	56	-	-	
UCTURE								
g Access Improvements	196	-	39	39	118	-	-	
RASTRUCTURE	196	-	39	39	118	-	-	
TRUCTURE	2,084	-	1,431	481	174	-	-	2,
D FORWARD CAPITAL WORKS 2020/21	3,262	180	2,149	757	177	-	-	3,
ROJECTS								
e-Cowwarr & Weir Roads, Cowwarr - Reconstruction	600	-	300	300	-	300	300	
e-Cowwarr & Weir Roads, Cowwarr - Reconstruction	600	-	300	300	-	300	300	
gabbie Road Reconstruction and Widening	600	-	420	180	-	600	-	
gabbie Road Reconstruction and Widening	900	-	630	270	-	900	-	
eet Reconstruction, Heyfield (George Street to Harbeck	250	-	200	50	-	250	-	
eet Reconstruction, Heyfield (George Street to Harbeck	250	-	200	50	-	250	-	
rk Road, Loch Sport - Safety Treatments	150	-	45	105	-	-	-	
rk Road, Loch Sport - Safety Treatments	150	-	45	105	-	-	-	
idge-Guyatt, Sale - Environmental Education Centre	300	300	-	-	-	-	200	
idge-Guyatt, Sale - Environmental Education Centre	300	300	-	-	-	200	-	
n Tennis - Pavilion Redevelopment	212	-	148	42	21	162	50	
n Tennis - Pavilion Redevelopment	706	-	494	141	71	138	50	
n Park Recreation Reserve, Sale - Changeroom	1,523	-	914	609	-	720	50	
n Park Recreation Reserve, Sale - Changeroom	1,055	-	633	422	-	80	250	

- Wellington Shire Council

	Project	Asset Expenditure Type				Summary of Funding Sou		
	Cost $'000	New $'000	Renewal $'000	Upgrade $'000	Expansion $'000	Grants $'000	Contributions $'000	Cash $'000
eet, Maffra - Upgrade (Campbell Street to Fulton Drive)	300	-	150	150	-	-	-	
eet, Maffra - Upgrade (Campbell Street to Fulton Drive)	300	-	150	150	-	-	-	
or Maintenance and Rehabilitation Program	150	-	150	-	-	-	-	
or Maintenance and Rehabilitation Program	150	-	150	-	-	-	-	
Precinct Expansion, Heyfield - Skatepark Upgrade and	250	150	-	50	50	250	-	
Precinct Expansion, Heyfield - Skatepark Upgrade and	210	126	-	42	42	-	-	
Department Land - Raymond Street, Sale - Purchase	2,750	-	-	-	2,750	-	-	
Department Land - Raymond Street, Sale - Purchase	1,000	-	-	-	1,000	-	-	
usiness Systems Upgrades	350	-	350	-	-	-	-	
usiness Systems Upgrades	300	-	300	-	-	-	-	

2020/21 Budget - Wellington Shire Council

5. Financial Performance Indicators

The following table highlights Council's current and projected performance across a range of key financial performance indicators. These indicators provide a useful analysis of Council's financial position and performance and should be used in the context of the organisation's objectives.

Indicator		Notes	Actual 2018/19	Forecast 2019/20	Budget 2020/21	Strategic Resource Plan Projections 2021/22	2022/23	2023/24	Trend +/o/-
Operating position									
Adjusted underlying result	Adjusted underlying surplus (deficit) / Adjusted underlying revenue	1	18.6%	7.0%	(2.2%)	1.0%	2.8%	0.8%	-
Liquidity									
Working Capital	Current assets/Current liabilities	2	520.2%	529.1%	447.8%	371.6%	354.4%	287.3%	-
Unrestricted cash	Unrestricted cash / Current liabilities		227.0%	306.0%	235.5%	175.5%	143.9%	97.5%	-
Obligations									
Loans and borrowings	Interest bearing loans and borrowings/Rate revenue	3	12.4%	2.1%	12.7%	20.5%	25.6%	26.8%	-
Loans and borrowings	Interest and principal repayments / Rate revenue		1.1%	10.4%	0.6%	1.9%	3.0%	3.9%	-
Indebtedness	Non-current liabilities /Own source revenue		25.8%	21.6%	30.1%	31.8%	32.9%	31.9%	-
Asset renewal & Upgrade	Asset renewal & upgrade expenses /Asset Depreciation	4	135.2%	131.1%	183.9%	183.9%	150.7%	126.9%	-
Stability									
Rates concentration	Rate revenue / Adjusted underlying revenue	5	60.8%	63.5%	60.8%	65.3%	67.3%	68.6%	-

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Indicator		Notes	Actual 2018/19	Forecast 2019/20	Budget 2020/21	Strategic Resource Plan Projections 2021/22	2022/23	2023/24	Trend +/o/-
Rates effort	Rate revenue / Capital improved value of rateable properties in the municipality		0.53%	0.52%	0.51%	0.51%	0.51%	0.52%	o
Efficiency									
Expenditure level	Total expenses / Number of property assessments		$ 2,505.30	$ 2,822.48	$ 2,907.88	$ 2,954.32	$ 2,848.49	$ 2,885.96	-
Revenue level	Rate revenue / Number of property assessments		$ 1,697.00	$ 1,731.00	$ 1,731.00	$ 1,750.00	$ 1,770.00	$ 1,789.00	+

Key to Forecast Trend:
+ Forecast improvement in Council's financial performance/financial position indicator
o Forecasts that Council's financial performance/financial position indicator will be steady
- Forecast deterioration in Council's financial performance/financial position indicator

Notes to indicators

1 Adjusted underlying result - An indicator of the sustainable operating result required to enable Council to continue to provide core services and meet its objectives. The adjusted underlying result calculation includes recurrent capital funding (i.e. Roads to Recovery funding), loss from sale/disposal from property, plant and equipment and other capital income but excludes non-recurrent capital grant and contributions. The 2020/21 adjusted underlying result is impacted by the receipt of $7.2M of 2020/21 Financial Assistance Grants which was received in May 20, but is partly offset by the inclusion of a number of one -off non recurrent operating grants and an additional $3M allocation of Roads to Recovery funding for 2020/21. The annual Financial Assistance Grants and Road to Recovery allocations will revert back to the historical annual allocation in future years.

2 Working Capital - The proportion of current liabilities covered by current assets. Working capital is forecast to decrease from 2020/21 onwards.

3 Debt compared to rates - Trend indicates Council's reliance on debt against its annual rate revenue through management of long term debt.

4 Asset renewal - This percentage indicates the extent of Council's renewals and upgrades against its depreciation charge (an indication of the decline in value of its existing capital assets). A percentage greater than 100 indicates Council is maintaining its existing assets, while a percentage less than 100 means its assets are deteriorating faster than they are being renewed and future capital expenditure will be required to renew assets.

5 Rates concentration - Reflects extent of reliance on rate revenue to fund all of Council's on-going services. Trend indicates Council's reliance on rate revenue compared to all other revenue sources will marginally increase over the four year period.

2020/21 Budget - Wellington Shire Council

6. Schedule of Proposed Fees and Charges at 1 July 2020 (GST inclusive)

Council may at its discretion decide to waive or reduce fees and charges in response to the COVID-19 pandemic.

SERVICE	C/L	GST	2019/20 Fee Including GST $	Proposed 2020/21 Fee Including GST $	Effective Date of Increase
ART GALLERY					
Art Gallery Life Drawing Classes (Each)	C	Yes	25.00	27.00	1-Jan-21
Art Gallery Life Drawing Classes (6 week course)	C	Yes	160.00	162.00	1-Jan-21
Art Gallery Education – Subscriptions					
Primary Schools under 150	C	Yes	106.50	108.00	1-Jan-21
Primary Schools over 150	C	Yes	216.00	220.00	1-Jan-21
Secondary Schools	C	Yes	230.00	234.00	1-Jan-21
Specialist Schools	C	Yes	106.50	108.00	1-Jan-21
Kindergartens	C	Yes	106.50	108.00	1-Jan-21
Tertiary Institutions	C	Yes	359.00	365.00	1-Jan-21
Gecko Junior Memberships – First Child	C	Yes	15.00	15.00	1-Jan-18
Gecko Junior Memberships – Each Additional Child	C	Yes	10.00	10.00	1-Jan-18
Maffra Exhibition Space Rental	C	Yes	160.00	160.00	1-Jul-18
Image Reproduction Fees	C	Yes	120.00	120.00	1-Jul-18
THE WEDGE					
Main Stage Hire Rates					
Commercial Rate per day (Max 14 hours)	C	Yes	1,465.00	1,495.00	1-Jul-20
Commercial Rate - Half Day (max 6 hours)	C	Yes	1,210.00	1,235.00	1-Jul-20
Commercial Rate - Extra time per half hour	C	Yes	165.00	168.00	1-Jul-20
Commercial - second performance on the same day	C	Yes	635.00	648.00	1-Jul-20
Community Rate per day (Max 14 hours)	C	Yes	825.00	843.00	1-Jul-20
Community Rate - Half Day (max 6 hours)	C	Yes	675.00	689.00	1-Jul-20
Community Rate - Extra time per half hour	C	Yes	90.00	92.00	1-Jul-20
Community - second performance on the same day	C	Yes	306.00	312.00	1-Jul-20
Commercial per Week	C	Yes	5,730.00	5,845.00	1-Jul-20
Community per Week	C	Yes	3,690.00	3,765.00	1-Jul-20
Commercial Rate - Short hire (max 3 hours)	C	Yes	955.00	975.00	1-Jul-20
Community Rate - Short hire (max 3 hours)	C	Yes	525.00	535.00	1-Jul-20
Rehearsal Room, Meeting Room, Foyer Rate per day (Max 8 hours)	C	Yes	304.00	310.00	1-Jul-20
Rehearsal Room & Meeting Room - Short hire (Max 4 hours)	C	Yes	160.00	163.00	1-Jul-20
Rehearsal Room, Meeting Room, Foyer - Extra time per half hour	C	Yes	25.00	25.50	1-Jul-20
Venue Restricting Foyer Hire (Max 10 hours)	C	Yes	715.00	730.00	1-Jul-20
Ticket Fees					
Ticket fees per ticket - Commercial	C	Yes	4.30	4.35	1-Jul-20
Ticket fees average per ticket - Community	C	Yes	2.85	2.90	1-Jul-20
Complimentary Ticket Fee	C	Yes	0.75	0.76	1-Jul-20
Credit Card Surcharge on Tickets	C	Yes	A maximum of 1.08% for credit cards only.	A maximum of 1.08% for credit cards only.	1-Jul-19
Tech Labour					
Tech Labour Charge Out per hour - Commercial	C	Yes	52.00	53.00	1-Jul-20
Tech Labour Charge Out per hour - Community	C	Yes	48.00	49.00	1-Jul-20
Labour Front of House					
FOH Labour Charge out per hour - Commercial	C	Yes	48.00	49.00	1-Jul-20
FOH Labour Charge out per hour - Community	C	Yes	45.90	46.90	1-Jul-20
Equipment					
Use of Grand Piano - Commercial	C	Yes	270.00	275.00	1-Jul-20
Use of Grand Piano - Community	C	Yes	160.00	163.00	1-Jul-20
Piano Tune	C	Yes	265.00	Cost price + 15%	1-Jul-20
Consumables (charged at cost +15%)	C	Yes	Cost price + 15%	Cost price + 15%	1-Jul-20
LIBRARY					
Printing/Photocopies B&W A4 per page	C	Yes	0.20	0.20	1-Nov-01
Printing/Photocopies B&W A3 per page	C	Yes	0.50	0.50	1-Nov-01
Printing/Photocopies Colour A4 per page	C	Yes	1.00	1.00	1-Jul-10
Printing/Photocopies Colour A3 per page	C	Yes	2.00	2.00	1-Jul-10
Microfilm Printing A4 per page	C	Yes	0.20	0.20	1-Jul-10
Interlibrary loans- Search fee per book	C	Yes	4.00	4.00	1-Jul-10
Interlibrary loans- Books per transfer	C	Yes	16.50	16.50	1-Jul-19
Overdues per day after grace period expires	C	Yes	0.15	0.15	1-Jul-10
National facsimile fees (1st page)	C	Yes	5.00	5.00	1-Jul-17
National facsimile fees Additional Pages per page	C	Yes	1.25	1.25	1-Jul-17
Overseas facsimile fees (1st page)	C	Yes	10.00	10.00	1-Jul-17
Overseas facsimile fees Additional Pages per page	C	Yes	2.50	2.50	1-Jul-17

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SERVICE	C/L	GST	2019/20 Fee Including GST $	Proposed 2020/21 Fee Including GST $	Effective Date of Increase
LIBRARY Continued					
Library Receiving Faxes per page	C	Yes	1.25	1.25	1-Jul-17
Mini-earphones	C	Yes	5.00	5.00	1-Jul-15
Library Laminating A4 size	C	Yes	4.00	4.00	1-Jul-14
Library Book Covering	C	Yes	10.00	10.00	1-Jul-14
Library Binding Repairs (thin book approx. 10 mins)	C	Yes	10.00	10.00	1-Jul-14
Library Binding Repairs (thick book approx. 15 mins)	C	Yes	15.00	15.00	1-Jul-14
Replacement membership cards	C	Yes	5.00	3.00	1-Jul-20
Replacement CD for Talking Book set	C	Yes	RRP	RRP	1-Jul-17
Lost Book, Magazine or Audio-Visual item	C	Yes	RRP	RRP	1-Jul-13
GIPPSLAND REGIONAL SPORTS COMPLEX					
Indoor Courts					
Court Hire (peak) per hour	C	Yes	50.00	51.50	1-Jul-20
Court Hire (off peak) per hour	C	Yes	36.00	37.00	1-Jul-20
Training/Casual Use - adult / entry fee	C	Yes	6.30	6.50	1-Jul-20
Training/Casual Use - concession / entry fee	C	Yes	3.30	3.40	1-Jul-20
Outdoor Courts					
Outdoor Court with Lights - per hour (Capped at 6 Courts)	C	Yes	10.70	11.00	1-Jul-20
Outdoor Court no Lights - per hour (Capped at 6 Courts)	C	Yes	5.10	5.25	1-Jul-20
School Use	C	Yes	3.60	3.70	1-Jul-20
Club Administration Office					
Office Annual Hire Fee	C	Yes	330.00	335.00	1-Jul-20
Meeting Room 1 or Meeting Room 2	C	Yes	18.80	19.00	1-Jul-20
Conference Room (Includes mtg rooms 1 & 2) Commercial Hire or Single Use Hire. Two hour minimum booking includes kitchen	C	Yes	32.60	37.00	1-Jul-20
Associations					
Association Court Hire Fee (Season based)(peak) per hour	C	Yes	45.00	45.00	1-Jul-19
Association Court Hire Fee (Season based) (off peak) per hour* * capped at 8 hours when all 4 courts are booked for more than 2 consecutive hours.	C	Yes	36.00	36.00	1-Jul-19
Synthetic Pitch Hire					
Full Field	C	Yes	60.00	61.80	1-Jul-20
Half Field	C	Yes	36.00	37.10	1-Jul-20
~50% lights Full Field	C	Yes	24.00	24.70	1-Jul-20
~100% lights Full Field	C	Yes	40.00	41.20	1-Jul-20
~50% lights - Half Field	C	Yes	14.50	14.95	1-Jul-20
~100% lights - Half Field	C	Yes	24.00	24.70	1-Jul-20
Off Peak (Weekday rate - Full field)	C	Yes	48.00	49.45	1-Jul-20
Off Peak (Weekday rate - Half field)	C	Yes	28.80	29.65	1-Jul-20
Pavilion Hire					
Club Annual Hire (Inc office space and storage shed)	C	Yes	325.00	334.75	1-Jul-20
Kiosk Annual Hire	C	Yes	2,000.00	2,000.00	1-Jul-18
Administrative Fees					
Booking Cancellation Fee	C	Yes		25.00	
Court Setup Cost	C	Yes		15.00	
Social Sports Participation (Team fee)	C	Yes		60.00	
AQUA ENERGY					
Aquatics Casual Entry					
Swim Adult	C	Yes	6.60	6.80	1-Jul-20
Swim Concession	C	Yes	5.30	5.40	1-Jul-20
Swim Child (5-15)	C	Yes	4.40	4.50	1-Jul-20
Swim Family (Medicare card)	C	Yes	17.60	18.10	1-Jul-20
Swim, Sauna - Adult	C	Yes	9.10	9.30	1-Jul-20
Swim, Sauna - Concession	C	Yes	7.30	7.50	1-Jul-20
Swim School Group - per Student	C	Yes	3.60	3.60	1-Jan-20
Swim School Group - Cost of Instructor	C	Yes	44.30	45.60	1-Jan-21
Children Under 5 Years	C	No	Free	Free	1-Jul-18
Group Fitness & Gym Casual Entry					
Group Fitness Adult	C	Yes	14.60	15.00	1-Jul-20
Group Fitness Concession	C	Yes	11.70	12.00	1-Jul-20
Group Fitness Schools - per student	C	Yes	7.80	8.00	1-Jan-21
Gym Adult	C	Yes	16.20	16.70	1-Jul-20
Gym Concession	C	Yes	12.90	13.30	1-Jul-20
Gym Teen (classes or gym)	C	Yes	7.40	7.50	1-Jul-20
Gym School Group - per student	C	Yes	8.60	8.90	1-Jan-21
Living Longer Living Stronger (gym/fitness classes)	C	Yes	7.00	7.20	1-Jul-18
Allied Health Program (per visit, casual)	C	Yes	7.85	8.10	1-Jul-20

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SERVICE	C/L	GST	2019/20 Fee Including GST $	Proposed 2020/21 Fee Including GST $	Effective Date of Increase
AQUA ENERGY Continued					
Multi Visit Passes					
10 visit Swim - Adult	C	Yes	59.40	61.20	1-Jul-20
10 visit Swim - Child	C	Yes	39.60	40.80	1-Jul-20
10 visit Swim - Concession	C	Yes	47.70	48.90	1-Jul-20
10 visit Swim - Family	C	Yes	158.40	163.10	1-Jul-20
10 visit Gym - Adult	C	Yes	145.80	150.20	1-Jul-20
10 visit Gym - Concession	C	Yes	116.10	120.10	1-Jul-20
10 visit Group Fitness - Adult	C	Yes	131.40	135.30	1-Jul-20
10 visit Group Fitness - Concession	C	Yes	105.30	108.30	1-Jul-20
10 visit Crèche - Member	C	Yes	83.00	83.90	1-Jul-20
10 visit Crèche - Non-Member	C	Yes	163.00	167.90	1-Jul-20
Living Longer Living Stronger 4 week	C	Yes	47.50	48.90	1-Jul-20
Living Longer Living Stronger 6 week	C	Yes	71.00	73.10	1-Jul-20
Living Longer Living Stronger 8 week	C	Yes	95.00	97.90	1-Jul-20
Living Longer Living Stronger 10 Session Pass	C	Yes	63.00	64.90	1-Jul-20
Other					
Crèche - Members per child per session	C	Yes	8.20	8.40	2-Jul-19
Crèche - Non members per child per session	C	Yes	16.30	16.80	1-Jul-20
Fitness Room Hire - Full Day	C	Yes	54.60	56.20	1-Jul-20
Fitness Room Hire - Half Day	C	Yes	27.30	28.10	1-Jul-20
Pink Ribbon	C	Yes	5.00	5.20	1-Jul-20
Pool Hire					
Swimming Pool Hire - whole pool per hour	C	Yes	150.00	154.50	1-Jul-20
Swimming Pool Hire - lane per hour	C	Yes	46.50	47.90	1-Jul-20
Pool Inflatable Hire - per hour	C	Yes	100.00	103.00	1-Jul-20
Additional Lifeguard - per hour	C	Yes	44.80	46.10	1-Jul-20
Commercial Lane Hire (lifeguard cost not included)					
Learner pool x 1 lane	C	Yes		11.60	1-Jul-20
Hydro pool x 1 lane	C	Yes		18.60	1-Jul-20
25 mtr pool x 1 lane	C	Yes		23.30	1-Jul-20
50 mtr pool x 1 lane	C	Yes		37.20	1-Jul-20
Learn to Swim Lessons					
Swim lessons - 30mins - Non-Member	C	No	17.70	18.30	1-Jul-20
Swim lessons - 45mins - Non-Member	C	No	18.95	19.60	1-Jul-20
Swim lessons - 1hour - Non-Member	C	No	20.25	20.90	1-Jul-20
Private 1:1 - Half Hour - Non-Member	C	No	47.00	48.50	1-Jul-20
Private 1:1 Concession - Half Hour - Non-Member	C	No	37.60	38.80	1-Jul-20
Holiday Swim Program - Member	C	No	65.00	67.00	1-Jul-20
Disability - Achiever Program 1:1	C	No	29.50	30.40	1-Jul-20
Swim lesson - 30mins - Non-Member Direct Debit - fortnight	C	No	29.50	30.40	1-Jul-20
Swim lesson - 45mins - Non-Member Direct Debit - fortnight	C	No	31.60	32.50	1-Jul-20
Swim lesson - 1hour - Non-Member Direct Debit - fortnight	C	No	33.75	34.80	1-Jul-20
Admin					
Membership card replacement fee	C	Yes	9.00	9.00	1-Jul-18
Suspension Fee	C	Yes	5.50	5.50	1-Jul-17
Term Memberships					
Joining Fee (Component of all new memberships, not included in renewals)	C	Yes	70.00	72.00	1-Jul-20
Base Aquatic Adult Fee (12 Month Renewal Fee)	C	Yes	380.00	392.00	1-Jul-20
Aquatic 12mth - Adult	C	Yes	450.00	464.00	1-Jul-20
Aquatic 12mth - Concession Renew	C	Yes	304.00	314.00	1-Jul-20
Aquatic 12mth - Concession	C	Yes	374.00	386.00	1-Jul-20
Aquatic 12mth - Child Renew	C	Yes	254.00	261.00	1-Jul-20
Aquatic 12mth - Child	C	Yes	324.00	334.00	1-Jul-20
Aquatic 12mth - Family Renew	C	Yes	633.00	653.00	1-Jul-20
Aquatic 12mth - Family	C	Yes	703.00	725.00	1-Jul-20
Aquatic 6mth - Adult	C	Yes	260.00	268.00	1-Jul-20
Aquatic 6mth - Concession	C	Yes	222.00	229.00	1-Jul-20
Aquatic 6mth - Child	C	Yes	197.00	203.00	1-Jul-20
Aquatic 6mth - Family	C	Yes	386.50	399.00	1-Jul-20
Aquatic 3mth - Adult	C	Yes	172.00	172.00	1-Jul-18
Aquatic 3mth - Concession	C	Yes	151.00	151.00	1-Jul-18
Aquatic 3mth - Child	C	Yes	143.00	143.00	1-Jul-18
Aquatic 3mth - Family	C	Yes	228.00	236.00	1-Jul-20

2020/21 Budget - Wellington Shire Council

SERVICE	C/L	GST	2019/20 Fee Including GST $	Proposed 2020/21 Fee Including GST $	Effective Date of Increase
AQUA ENERGY Continued					
Base Gold Adult Fee (12 Month Renewal Fee)	C	Yes	1,015.00	1,046.00	1-Jul-20
Gold 12mth - Adult	C	Yes	1,085.00	1,118.00	1-Jul-20
Gold 12mth - Concession Renew	C	Yes	812.00	837.00	1-Jul-20
Gold 12mth - Concession	C	Yes	882.00	909.00	1-Jul-20
Gold 12mth - Family Renew	C	Yes	1,691.00	1,743.00	1-Jul-20
Gold 12mth - Family	C	Yes	1,761.00	1,815.00	1-Jul-20
Gold 6mth - Adult	C	Yes	578.00	595.00	1-Jul-20
Gold 6mth - Concession	C	Yes	476.00	491.00	1-Jul-20
Gold 6mth - Family	C	Yes	916.00	944.00	1-Jul-20
Gold 3mth - Adult	C	Yes	325.00	334.00	2-Jul-19
Gold 3mth - Concession	C	Yes	275.00	282.00	2-Jul-19
Gold 3mth - Family	C	Yes	493.00	508.00	1-Jul-20
Direct Debit Memberships - Fortnightly					
Aquatic Direct Debit - Adult	C	Yes	15.00	15.10	2-Jul-19
Aquatic Direct Debit - Concession	C	Yes	11.70	12.10	1-Jul-20
Aquatic Direct Debit - Child	C	Yes	10.25	10.25	1-Jul-18
Aquatic Direct Debit - Family	C	Yes	24.75	25.10	2-Jul-19
Gold Direct Debit - Adult	C	Yes	39.00	40.30	1-Jul-20
Gold Direct Debit - Concession	C	Yes	31.20	32.20	1-Jul-20
Gold Direct Debit - Family	C	Yes	65.00	67.10	1-Jul-20
Living Longer Living Stronger Direct Debit	C	Yes	30.30	31.30	1-Jul-20
Corporate Adult 5+ Direct Debit	C	Yes	35.20	36.20	1-Jul-20
Corporate Family 5+ Direct Debit	C	Yes	58.65	60.40	1-Jul-20
Direct Debit - Teen Gym - Fortnightly	C	Yes	30.30	31.30	1-Jul-20
Direct Debit - Boot Camp - Fortnightly (6 sessions per f/night)	C	Yes	61.20	63.10	1-Jul-20
Personal Training					
Personal Training 1 Hour Session	C	Yes	50.00	51.50	1-Jul-20
Personal Training 1/2 Hour Session	C	Yes	25.00	25.75	1-Jul-20
Personal Training 1 Hour Session 1:2	C	Yes	60.00	61.80	1-Jul-20
Personal Training 1 Hour Session 1:3	C	Yes	90.00	92.70	1-Jul-20
Personal Training 1 Hour Session 1:4	C	Yes	120.00	123.60	1-Jul-20
Personal Training 3 Pack - 3 x 30 min	C	Yes	75.00	77.25	1-Jul-20
Personal Training 3 Pack - 3 x 60 min	C	Yes	150.00	154.50	1-Jul-20
Personal Training 5 Pack - 5 x 30 min	C	Yes		128.80	1-Jul-20
Personal Training 5 Pack - 5 x 60 min	C	Yes		257.50	1-Jul-20
Personal Training 10 Pack - 10 x 30 min	C	Yes	250.00	257.50	1-Jul-20
Personal Training 10 Pack - 10 x 60 min	C	Yes	500.00	515.00	1-Jul-20
Boot Camp (per session, casual rate)	C	Yes	15.30	15.76	1-Jul-20
Summer Season Passes - 15 Weeks					
Adult	C	Yes	106.00	113.08	1-Jul-20
Concession	C	Yes	87.00	90.58	1-Jul-20
Child (5-15)	C	Yes	72.00	75.29	1-Jul-20
Family	C	Yes	180.00	188.37	1-Jul-20
OUTDOOR POOLS					
Single Admission (All Pools)					
Adult	C	Yes	6.60	6.80	1-Jul-20
Concession	C	Yes	5.30	5.40	1-Jul-20
Child (4-15)	C	Yes	4.40	4.50	1-Jul-20
Family	C	Yes	17.50	18.10	1-Jul-20
Summer Season Passes - 15 Weeks					
Adult	C	Yes	108.00	112.90	1-Jul-20
Concession	C	Yes	87.00	90.30	1-Jul-20
Child (4-15)	C	Yes	72.00	75.30	1-Jul-20
Family	C	Yes	180.00	188.20	1-Jul-20
LOCAL LAWS					
Alfresco Dining Permit Annual Fee	C	No	182.00	185.50	1-Jul-20
Roadside Trading Permit (12 Weeks fee)	C	No	745.00	760.00	1-Jul-20
Roadside Trading Permit (26 Weeks fee)	C	No	1,300.00	1,325.00	1-Jul-20
Roadside Trading Permit (52 Weeks fee)	C	No	2,300.00	2,345.00	1-Jul-20
Local Laws permit - 1 year	C	No	69.50	71.00	1-Jul-20
Local Law permit - 3 years	C	No	166.00	169.00	1-Jul-20
Impounded Vehicle release fee	C	No	320 + Towing fee	326.50 + Towing fee	1-Jul-20
Local Law Fines	L	No	100 = 1 penalty unit	100 = 1 penalty unit	1-Jul-16
VicRoads - Emergency works callout up to 3hrs	C	Yes	620.00	632.50	1-Jul-20
General Local Laws Impound Release Fee (Replaces specific shopping trolley impound release fee)	C	No	120.00	122.50	1-Jul-20

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SERVICE	C/L	GST	2019/20 Fee Including GST $	Proposed 2020/21 Fee Including GST $	Effective Date of Increase
ANIMALS					
Domestic Animals - Dog Registrations					
Standard Fee	C	No	153.00	155.00	11-Apr-21
Dangerous, Menacing or Restricted Breed	C	No	214.00	218.00	11-Apr-21
Guard Dog	C	No	153.00	155.00	11-Apr-21
Reduced Fee (Sterilised, over 10 years old, kept for breeding at a licensed premises, owner a member of approved association, kept for working stock, obedience trained with an approved organisation) not applicable to dangerous, menacing, guard dog or restricted breeds	C	No	47.00	48.00	11-Apr-21
Pension Concession on above of 50%	L	No			11-Apr-21
Domestic Animals - Cat Registrations					
Standard Fee	C	No	153.00	155.00	11-Apr-21
Reduced Fee (Sterilised, over 10 years old, kept for breeding at a licensed premises, owner a member of approved association)	C	No	47.00	48.00	11-Apr-21
Pension Concession on above of 50%	C	No			11-Apr-21
Animal Cage Deposits (Refundable)	C	No	70.00	71.00	11-Apr-21
Domestic Animal Business Registration	L	No	265.00 + Veterinarian fee if applicable	270.00	11-Apr-21
DAB Information Access Fee (Request for information specific to the business)	C	No	75.00	76.00	1-Jul-20
Domestic Animal Business Registration - Breeders 3-10 Fertile Dogs	C	No	$2500 flat fee, and $500 application fee, balance on registration + vet fee if applicable	$2550 flat fee, $500 application fee, balance on registration + vet fee if applicable	11-Apr-21
Domestic Animal Business Registration - Breeders requiring Ministerial Approval	C	No	$3500 flat fee, $1000 application fee, balance on registration + vet fee if applicable	$3000 flat fee, $500 application fee, balance on registration + vet fee if applicable	11-Apr-21
Impound Penalties					
Release Penalty Dogs & Cats Registered	C	No	155.00	158.10	1-Jul-20
Release Penalty Unregistered Dogs & Cats, or subsequent impound of Registered animal	C	No	185.00	188.70	1-Jul-20
Release Penalty Small Livestock - includes Sheep, Goats and Pigs	L	No	$78 for 1st animal, $42 per subsequent animal + invoiced transport costs	$80 for 1st animal $43 per subsequent animal + invoiced transportation costs	1-Jul-20
Release Penalty Large Livestock - includes Cattle and Horses	L	No	$130 for 1st animal, $42 per subsequent animal + invoiced transport costs	$133 for 1st animal, $43 per subsequent animal + invoiced transportation costs	1-Jul-20
Sustenance fee, per day per animal - fee may be increased dependent on seasonal availability.					
Small Livestock - includes Sheep, Goats and Pigs	C	No	15.00	15.50	1-Jul-20
Large Livestock - includes Cattle and Horses	C	No	19.50	20.00	1-Jul-20
BUILDING					
Building Permits Inspections – Minimum Rate	C	Yes	173.00	176.50	1-Jul-20
Building Report and Consents	L	No	290.40	290.40	1-Jul-19
Building Report and Consents - Hoarding Permits	L	No	294.70	294.70	1-Jul-19
Building Plan Copy	C	Yes	91.00	93.00	1-Jul-20
Building Plan Search Fee	C	Yes	66.00	68.00	1-Jul-20
Building Levy	L	No	0.20	0.20	1-Jul-19
Building Information Certificates	L	No	47.20	47.90	1-Jul-20
Copy of Building Permit, Occupancy Permit or Certificate of Final Inspection	L	No	40.00	41.00	1-Jul-20
Heritage/Demolition Response	L	No	85.20	85.20	1-Jul-19
Lodgement Fees – Domestic & Commercial	L	No	121.90	121.90	1-Jul-19
Stormwater Discharge Point	L	No	144.70	144.70	1-Jul-19
Places of Public Entertainment (POPES)	C	Yes	336.00	343.00	1-Jul-20
Aquatic Facilities (Incl. Pools & Spas)					
Swimming Pool Inspections	C	No	350.00	350.00	1-Dec-19
Pool Registration Fee	C/L	No	31.80	31.80	1-Dec-19
Search Fee (with no Final Cert or Occupancy Permit)	C/L	No	47.20	47.20	1-Dec-19
Certificate Lodgement Fee	L	No	20.40	20.40	1-Dec-19
Non-Compliance Fee	L	No	350.00	350.00	1-Dec-19
Failure to Apply Fee	L	No	148.10	148.10	1-Dec-19
HEALTH					
Requested premises Inspection Fee	C	No	283.00	286.00	1-Jan-21
Registration - Food Premises- class 1*	C	No	485.00	495.00	1-Jan-21
Registration - Food Premises- class 2*	C	No	485.00	495.00	1-Jan-21
Registration – Food Premises – class 2 (Low volume)*	C	No	278.00	283.50	1-Jan-21
Registration - Food Premises- class 3 *	C	No	278.00	283.50	1-Jan-21
Registration - Food Premises- class 3 (Low risk)*	C	No	117.00	119.50	1-Jan-21
Additional Registration Fee - per additional staff over 5 EFT	C	No	20.00	20.00	1-Jan-20

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SERVICE	C/L	GST	2019/20 Fee Including GST $	Proposed 2020/21 Fee Including GST $	Effective Date of Increase
HEALTH Continued					
Water Transport Vehicle	C	No	370.00	377.50	1-Jan-21
Hairdressers Lifetime Registration one off	C	No	253.00	258.00	1-Jan-21
Registrations – Hair/Beauty/Skin Penetration	C	No	142.00	145.00	1-Jan-21
Registrations - Prescribed Accommodation* (Rooming Houses)	C	No	208.00	212.00	1-Jan-21
Registrations – Caravan Parks per site	L	No	Moveable Dwellings Registration and Standards		1-Jul-16
Caravan Park - Application for Rigid Annexe	C	No	259.00	264.00	1-Jan-21
*** Pro rata registration applies for new registrations**					
Transfer of Registration	L	No	50% of Annual Registration Fee		1-Jul-13
Transfer of Registration Caravan Parks	L	No	5 x fee units		1-Jul-16
Registration Late fee additional 50%	C	No	Additional 50%		1-Jul-10
Additional Food Act Inspection Fee - used when premises does not comply with first or second inspection requirements	C	No	168.00	171.50	1-Jul-20
Penalties - refer to relevant legislation. Penalty amounts are determined as per the Monetary Unit Act	L	No	Penalties - refer to relevant legislation.		1-Jul-19
Vaccines	C	No	Cost price + Administration Fee		1-Jul-19
PLANNING					
Development Advice Request	C	Yes	90.00	95.00	1-Jul-20
Planning Permit & Endorsed Plans Search and Copy	C	Yes	150.00	155.00	1-Jul-20
Planning Permit - Extension of Time	C	Yes	200.00	300.00	1-Jul-20
Preparation/Review Section 173 Agreement	C	Yes	205.00	210.00	1-Jul-20
Strategic Planning Written Advice	C	Yes	90.00	95.00	1-Jul-20
Valuation (Public Open Space Contribution)	C	Yes	Cost of valuation	Cost of valuation	1-Jul-17
Fees for Applications for Permits under Section 47 (Regulation 9) of the Planning & Environment Act 1987	L	No	The full schedule of fees can be accessed from the DELWP Legislation and Regulation page.		1-Jul-18
Fees for Applications to Amend Permits Under Section 72 (Regulation 11) of the Planning & Environment Act 1987	L	No	The full schedule of fees can be accessed from the DELWP Legislation and Regulation page.		1-Jul-18
Council Variations					
Amend Endorsed Plan (if the estimated cost of change is $10,000 or less, relates to a single dwelling and there is no need for new referrals or public notice)	C	No	195.00	200.00	1-Jul-20
Heritage	C	No	NO FEE	NO FEE	1-Jul-18
Liquor Licence Only	C	No	195.00	200.00	1-Jul-20
Native Vegetation Removal					
<10 Hectares	C	No	195.00	200.00	1-Jul-20
SEPTIC TANK FEES					
Minor alteration	C	No	214.00	218.00	1-Jul-20
Major alteration	C	No	422.00	430.00	1-Jul-20
New Septic Tank	C	No	508.00	518.00	1-Jul-20
Additional inspections	C	No	114.00	116.00	1-Jul-20
Reissue of Permits	C	No	67.00	68.00	1-Jul-20
Report and Consent Request - unsewered areas	C	No	56.00	As per Building Control Act and Declaration in Government Gazette.	1-Jul-20
FACILITY HIRE					
Gwen Webb Arts Activity Centre - Hire Charges					
Gwen Webb Centre Hire - Full Day*	C	Yes	57.00	58.00	1-Jul-20
Regular Hire (6 hours or less)	C	Yes	34.00	35.00	1-Jul-20
LEVEL 2 FACILITY HIRE CHARGES: Stephenson Park - Main Oval, Sale Main Oval, Sale Velodrome, Sale Lions Park (Little Athletes)					
Part or full day hire - (community groups) #	C	Yes	118.00	120.00	1-Jul-20
Part or full day hire - (schools casual hire)	C	Yes	FREE	FREE	1-Jul-18
Regular School Use - per season/per ground	C	Yes	231.00	236.00	1-Jul-20
Commercial/Private- Full Day*	C	Yes	387.00	395.00	1-Jul-20
Stephenson Park - Baseball Pitch Hire Charges (Level 2) (Includes Baseball Oval)	C	Yes	118.00	120.36	1-Jul-20
LEVEL 3 FACILITY HIRE CHARGES: Wurruk Oval					
Part or full day hire - (community groups) #	C	Yes	89.00	91.00	1-Jul-20
Part or full day hire - (schools casual hire)	C	Yes	FREE	FREE	1-Jul-18
Regular School Use - per season/per ground	C	Yes	173.00	176.00	1-Jul-20
Commercial/Private- Full Day*	C	Yes	257.00	262.00	1-Jul-20
LEVEL 4 FACILITY HIRE CHARGES: Stephenson Park - Rotary Oval or Baseball Oval (excluding pitch), Stead Street Oval					
Part or full day hire - (community groups) #	C	Yes	60.00	61.00	1-Jul-20
Part or full day hire - (schools casual hire)	C	Yes	FREE	FREE	1-Jul-18
Regular School Use - per season/per ground	C	Yes	116.00	118.00	1-Jul-20
Commercial/Private- Full Day*	C	Yes	129.00	132.00	1-Jul-20

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SERVICE	C/L	GST	2019/20 Fee Including GST $	Proposed 2020/21 Fee Including GST $	Effective Date of Increase
FACILITY HIRE Continued					
Stephenson Park Upstairs Function Room					
Seasonal user group subsidised rate - Full Day*^	C	Yes	56.00	57.00	1-Jul-20
Non seasonal user Community Group - Full Day*	C	Yes	231.00	236.00	1-Jul-20
Commercial/Private- Full Day*	C	Yes	375.00	383.00	1-Jul-20
Light Usage Fee/Hr (includes plug-in portable lighting)	C	Yes	16.00	17.00	1-Jul-20
Light Usage Fee/Hr 150 lux at Stephenson Park	C	Yes	31.00	32.00	1-Jul-20
Toilet cleaning charges to be added to Casual hire if applicable	C	Yes	33.00	34.00	1-Jul-20
** Half day hire = 4 hours or less. Charge is 50% of scheduled full day fee.Seasonal Hire includes use of toilets and rubbish disposal and is only available at a full c*					
^ Usage by seasonal hirers during scheduled training and games is free, usage outside of the regular booking dates will attract this fee.					
# A 92% discount is applied to Seasonal Users of the part or full day community group hire. Seasonal use is defined as 1 or more use per week.					
MEETING ROOMS					
Yarram Meeting Rooms					
Meeting Room 1 or 2 (max 25 people) per day Community Rate	C	Yes	Free usage for community groups	Free usage for community groups	1-Jul-19
Both Meeting Rooms 1 & 2 (max 50 people) per day Community Rate	C	Yes	Free usage for community groups	Free usage for community groups	1-Jul-19
Both Meeting Rooms 1 & 2 (max 50 people) per day Standard Rate	C	Yes	225.00	230.00	1-Jul-20
Consulting Room 1 or 2 per hour	C	Yes	10.00	11.00	1-Jul-20
Consulting Room 1 or 2 per day	C	Yes	40.00	44.00	1-Jul-20
Wellington Centre Meeting Rooms					
Wayput Room per half day Standard Rate	C	Yes	130.00	130.00	1-Jul-19
Wayput Room per day Standard Rate	C	Yes	205.00	205.00	1-Jul-19
Carang Carang Room per half day Standard Rate	C	Yes	160.00	160.00	1-Jul-19
Carang Carang Room per day Standard Rate	C	Yes	300.00	300.00	1-Jul-19
Wellington Room per half day Standard Rate	C	Yes	205.00	205.00	1-Jul-19
Wellington Room per day Standard Rate	C	Yes	410.00	410.00	1-Jul-19
Function Gathering area per half day Standard Rate	C	Yes	160.00	160.00	1-Jul-19
Function Gathering area per day Standard Rate	C	Yes	300.00	300.00	1-Jul-19
Setup fee for room configuration (optional)	C	Yes	50.00	50.00	1-Jul-18
LAKESIDE ENTERTAINMENT & ARTS FACILITY (LEAF)					
Weddings and Commercial Organisations	C	Yes	194.00	200.00	1-Jul-20
Not for profit/community organisations	C	Yes	-	-	1-Jul-20
Use of Concertina Doors	C	Yes	148.00	185.00	1-Jul-20
Use of Concertina Doors Community Groups	C	Yes	76.00	90.00	1-Jul-20
CIRCUS					
Recreation Reserve Fees (Circus) Daily Fees	C	Yes	887.00	900.00	1-Jul-20
MOORINGS					
Mooring Fees - Annual Licence	C	Yes	937.00	956.00	1-Jul-20
Mooring Temporary, Weekly, Min 2 weeks, Max 12 weeks	C	Yes	56.00	58.00	1-Jul-20
Transfer of Mooring Fee	C	Yes	47.00	50.00	1-Jul-20
AERODROMES					
Establishment fee for setting up user agreements - for new user agreements on Council Owned or Controlled Land	C	Yes	114.00	117.00	1-Jul-20
West Sale Airport Service Charge – Terminal Access – Per day for charter/commercial flights. Rate capped to 100 days p.a.	C	Yes	115.00	118.00	1-Jul-20
West Sale Airport Service Charge – Use of Airside Apron Areas – per m2/p.a. Aircraft parking or equipment storage. User agreement to be established for periods in excess of 28 continuous days Minimum charge $300.00 (based on 100m2 for 1 month).	C	Yes	35.00	36.00	1-Jul-20
West Sale Airport / Yarram Aerodrome Service Charge – Annual User Licence Agreement – Recreational Use.	C	Yes	146.00	150.00	1-Jul-20
West Sale Airport/Yarram Aerodrome Service Charge - Ann. User Licence Agreement - Light commercial use.	C	Yes	677.00	695.00	1-Jul-20
West Sale Airport/Yarram Aerodrome Service Charge - Annual User Licence Agreement – Commercial Use.	C	Yes	1,353.00	1,385.00	1-Jul-20
West Sale Airport - Landing Fees Fee applied per aircraft landing (landing and take-off) no charge for touch and goes. Military and other Aircraft with WSA and Yarram licence agreement exempt. GA registered aircraft ≤1550kg exempt GA registered aircraft >1550kg $4.20/tonne pro-rata.	C	Yes	3.20	4.20	1-Jul-20
Yarram Aerodrome - Landing Fees Fee applied per aircraft landing (landing and take-off) no charge for touch and goes. Military and other Aircraft with Yarram and WSA licence agreement exempt. GA registered aircraft ≤ 1550kg exempt. GA registered aircraft >1550kg $2.00/tonne pro-rata.	C	Yes	1.50	2.00	1-Jul-20

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2020/21 Budget - Wellington Shire Council

SERVICE	C/L	GST	2019/20 Fee Including GST $	Proposed 2020/21 Fee Including GST $	Effective Date of Increase
SALEYARDS					
Prime Sales					
Weighted Cattle	C	Yes	22.00	22.45	1-Jul-20
Weighted Bulls	C	Yes	29.26	29.85	1-Jul-20
Unweighted Cattle	C	Yes	15.51	15.85	1-Jul-20
Unweighted Bulls	C	Yes	22.00	22.45	1-Jul-20
Calves	C	Yes	3.63	3.70	1-Jul-20
Goats	C	Yes	1.76	1.80	1-Jul-20
Pigs	C	Yes	2.97	3.05	1-Jul-20
Droving Fee	C	Yes	2.53	3.90	1-Jul-20
Store Sales					
Unweighted Cattle	C	Yes	15.51	15.85	1-Jul-20
Unweighted Bulls	C	Yes	22.00	22.45	1-Jul-20
Unit (Cow and Calf)	C	Yes	19.14	19.55	1-Jul-20
Calves	C	Yes	3.63	3.70	1-Jul-20
Buyer / NLIS Fee					
Store Sales, Wednesday Calf Sales	C	Yes	2.75	2.85	1-Jul-20
Clearing Sales	C	Yes	2.75	2.85	1-Jul-20
Sheep Sales					
Sheep Sales	C	Yes	1.87	1.91	1-Jul-20
Other					
Weigh Only	C	Yes	11.66	11.90	1-Jul-20
Scan Only	C	Yes	6.27	6.40	1-Jul-20
On Delivery Fee - Cattle	C	Yes	6.27	6.40	1-Jul-20
On Delivery Fee - Sheep	C	Yes	0.44	0.45	1-Jul-20
Post Breeder Tags - No Tag, Saleyard tag applied by GRLE	C	Yes	37.95	39.00	1-Jul-20
Agent Fee - Special Sales	C	Yes	147.73	162.50	1-Jul-20
Auctioneers Fees	C	Yes	134.40	137.50	1-Jul-20
Buyers Reports	C	Yes	0.11	0.15	1-Jul-20
Flooring Sales	C	Yes	11.00	N/A	1-Jul-20
Truck Wash	C	Yes	1.45	1.75	1-Jul-20
Unprocessed Compost	C	Yes	16.50	22.00	1-Jul-20
Stock Feed Fee	C	Yes	22.00	24.20	1-Jul-20
Sheep Scanning Fee	C	Yes	0.20	0.25	1-Jul-20
Call Outs (After Hours) - Feed Fee First Hour	C	Yes	200.00	212.00	1-Jul-20
Call Outs (After Hours) - Additional Hours	C	Yes	100.00	106.00	1-Jul-20
Shower Facilities	C	Yes	No Cost	No Cost	1-Jul-20
MAP SALES					
Hardcopy - Standard Map (Dekho, Internet, VicRoads) A3 Colour	C	Yes	13.00	13.20	1-Jul-20
Hardcopy - Standard Map (Dekho, Internet, VicRoads) A2 Colour	C	Yes	19.00	19.40	1-Jul-20
Hardcopy - Standard Map (Dekho, Internet, VicRoads) A1 Colour	C	Yes	32.00	32.60	1-Jul-20
Hardcopy - Aerial Photo Plot A4	C	Yes	13.00	13.20	1-Jul-20
Hardcopy - Aerial Photo Plot A3	C	Yes	19.00	19.40	1-Jul-20
Hardcopy - Aerial Photo Plot A2	C	Yes	32.00	32.70	1-Jul-20
Hardcopy - Aerial Photo Plot A1	C	Yes	43.50	44.40	1-Jul-20
Softcopy - Aerial Photo - sent to email address	C	Yes	10.50	10.70	1-Jul-20
TIPPING FEES					
Commercial Tonne	C	Yes	172.00	175.00	1-Jul-20
Compacted Commercial	C	Yes	184.00	188.00	1-Jul-20
Commercial m3	C	Yes	69.00	70.00	1-Jul-20
Domestic m3	C	Yes	35.00	36.00	1-Jul-20
Greenwaste m3	C	Yes	15.00	15.00	1-Jul-17
Timber waste	C	Yes	30.00	30.00	1-Jul-18
Clean Concrete Tonne	C	Yes	32.00	33.00	1-Jul-20
Clean Concrete m3	C	Yes	46.00	47.00	1-Jul-20
Separated Recyclables m3	C	Yes	-	-	1-Jul-19
Asbestos per tonne	C	Yes	100.00	100.00	1-Jul-16
Single Mattress	C	Yes	12.50	13.00	1-Jul-20
Double Mattress	C	Yes	17.50	18.00	1-Jul-20
E-Waste Fees					
Recyclable Plastic Drums (Non Drummuster) <5lt	C	Yes	0.50	0.50	1-Jul-19
Recyclable Plastic Drums (Non Drummuster) 20lts	C	Yes	1.50	1.50	1-Jul-19
Clean Fill m3	C	Yes	46.00	46.00	1-Jul-20
Clean Fill Tonne	C	Yes	33.00	44.00	1-Jul-20

2020/21 Budget - Wellington Shire Council

SERVICE	C/L	GST	2019/20 Fee Including GST $	Proposed 2020/21 Fee Including GST $	Effective Date of Increase
ROADS					
Rechargeable works	C	Yes	By Quote		1-Jul-18
Consent for Works Within Road Reserve	L	No	$83.20 - $597.70	$88.90 - $638.30	1-Jul-20
Swing Bridge Special Openings (minimum of 7 days notification)	C	10	469.00	469.00	1-Jul-20
FIRE HAZARD RECOVERY					
Recovery cost for Fire Hazard Removal Contractor plus admin fee	C	Yes	Admin Cost $107 + contractor cost	Admin Cost $107 + contractor cost	1-Jul-19
Recovery cost for Contractor "call out" plus an administration fee	C	Yes	Admin Cost $107 + contractor cost	Admin Cost $107 + contractor cost	1-Jul-19
FINANCE					
Dishonoured Direct Debit Fees	C	No	30.00	30.00	
Dishonoured Cheque Fees	C	No	35.00	35.00	
Reissue Payment Fee	C	No	15.00	15.00	
Land Information Certificates	L	No	27.00	27.00	
Land Information Certificate – Urgent Fee	C	Yes	80.00	80.00	
Duplicate Rate Notice	C	Yes	10.00	10.00	
Rate Related Archive Search per hour	C	Yes	51.00	51.00	
FREEDOM OF INFORMATION					
Freedom of Information Request	L	No	29.60	29.60	
Freedom of Information Search Charges per hour or part of an hour (except if on a computer)	L	No	22.20	22.20	
Freedom of Information Supervision Charges Per Quarter hour	L	No	5.60	5.60	
Freedom of Information Photocopies-A4 (per page)	L	No	0.20	0.20	

WELLINGTON SHIRE COUNCIL
STRATEGIC RESOURCE PLAN

For the four years ended 30 June 2024

Comprehensive Income Statement
For the four years ended 30 June 2024

	2021 $'000	2022 $'000	2023 $'000	2024 $'000
Income				
Rates and charges	64,276	65,507	67,092	68,538
Statutory fees and fines	786	742	757	780
User fees	7,922	7,712	7,702	7,867
Grants - Operating	11,204	18,700	15,787	16,105
Grants -Capital	16,028	8,268	7,165	3,500
Contributions - monetary- Operating	206	268	120	123
Contributions - monetary- Capital	1,335	1,475	350	100
Other income- Operating	2,298	2,332	2,359	2,469
Other income- Capital	-	-	950	-
Total income	**104,055**	**105,004**	**102,282**	**99,482**
Expenses				
Employee costs	29,821	30,021	30,989	32,018
Materials and services	38,236	39,142	34,880	35,134
Bad and doubtful debts	70	71	73	74
Depreciation and amortisation	24,129	25,375	25,820	26,301
Amortisation-intangible assets	528	685	758	1,015
Amortisation-right of use assets	259	34	30	25
Borrowing costs	97	411	651	818
Other expenses	948	814	830	847
Net loss on disposal of property, infrastructure, plant and equipment	931	949	918	928
Total expenses	**95,019**	**97,502**	**94,949**	**97,160**
Surplus/(deficit) for the year	**9,036**	**7,502**	**7,333**	**2,322**
Other comprehensive income				
Items that will not be reclassified to surplus or deficit in future				
Net asset revaluation increment/(decrement)	-	-	-	-
Total comprehensive result	**9,036**	**7,502**	**7,333**	**2,322**

The Comprehensive Income Statement shows what is expected to happen over the next four years in respect of income, expenses and other gains/losses.

The bottom line shows the movement in Council's financial position during the next four years which is reflected in the movement in net assets/equity in the balance sheet.

KEY ASSUMPTIONS

In developing the Strategic Resource Plan, it is necessary to consider a number of factors including the impact of rate capping introduced in 2016/17 and a number of other external influences. While we remain eternally optimistic about Wellington's future, our local economy has suffered multiple 'shocks' in recent times, with the worst drought in 100 years, the announced closure of native timber harvesting, the impact of the summer fires in East Gippsland (particularly on our tourism and service industries) and now COVID-19.

The cornerstone of the 2020/21 budget is the freezing of all council rates, that is, overall Council has set the rates budget at '0%' increase from 2019/20. Other related service charges will also not increase, that is the Waste Infrastructure charge will remain at $55, the Garbage charge at $222 and the EPA Levy Charge at $16.92 for each property that receives a garbage collection service. Future year rate increases are projected to increase in lines with the 2020/21 rate cap of 2% increase in the general rate in the dollar.

Fees and Charges (including statutory fees) will contribute approximately 8.4% of the Council's total income in 2020/21 and will increase in line with CPI over the next 4 years, where pricing is controlled by the Council rather than set by legislation.

External Grants and Contributions over the next four years will range from 20% to 28% of total income. These are used to fund both capital and operating expenditure. Capital grants are used to fund capital projects and are based on confirmed funding levels. The current Roads to Recovery (R2R) funding program commenced in 2019/20 with Council allocating $12.67M for the four year period to Roads to Recovery projects. Council has assumed a 2.0% increase for Victoria Grants Commission allocation for 2020/21 and subsequent years, with other recurrent operating grants forecast to increase by between 1% and 2%.

Employee Costs are projected to rise in later years by just over 3%. Net staff numbers may also decrease over the next three years due to the conclusion of temporary funded positions.

Materials and Services costs are driven by a number of external factors including prevailing economic conditions (such as drought, contractor and material availability due to bushfires, and fuel prices), industry specific issues and CPI.

Balance Sheet
For the four years ended 30 June 2024

	2021 $'000	2022 $'000	2023 $'000	2024 $'000
Assets				
Current assets				
Cash and cash equivalents	49,903	42,008	33,837	27,473
Trade and other receivables	5,877	6,154	6,014	6,404
Other financial assets	30,000	30,000	30,000	30,000
Other assets	434	434	434	434
Total current assets	**86,214**	**78,596**	**70,285**	**64,311**
Non-current assets				
Trade and other receivables	3,017	3,472	3,949	4,341
Property, infrastructure, plant and equipment	918,437	936,858	953,094	961,950
Right-of-use assets	199	164	134	109
Intangible assets	3,466	3,241	2,553	3,663
Total non-current assets	**925,119**	**943,735**	**959,730**	**970,063**
Total assets	**1,011,333**	**1,022,331**	**1,030,015**	**1,034,374**
Liabilities				
Current liabilities				
Trade and other payables	7,418	7,302	6,665	6,759
Trust funds and deposits	2,218	2,198	2,288	2,268
Provisions	8,748	10,246	9,085	11,378
Interest-bearing loans and borrowings	843	1,346	1,796	1,981
Lease liabilities	26	62	0	0
Total current liabilities	**19,253**	**21,154**	**19,834**	**22,386**
Non-current liabilities				
Provisions	15,407	12,410	10,876	9,342
Interest-bearing loans and borrowings	7,183	11,837	15,042	16,061
Lease liabilities	62	-	-	-
Total non-current liabilities	**22,652**	**24,247**	**25,918**	**25,403**
Total liabilities	**41,905**	**45,401**	**45,752**	**47,789**
Net assets	**969,428**	**976,930**	**984,263**	**986,585**
Equity				
Accumulated surplus	408,616	414,878	423,018	427,105
Reserves	560,812	562,052	561,245	559,480
Total Equity	**969,428**	**976,930**	**984,263**	**986,585**

The Balance Sheet provides a snapshot of the Council's expected financial position at the end of each of the next four years. Total equity represents the net worth of Council.

Statement of Changes in Equity
For the four years ended 30 June 2024

2021	Total $'000	Accumulated Surplus $'000	Revaluation Reserve $'000	Other Reserves $'000
Balance at beginning of the financial year	960,392	398,080	551,603	10,709
Surplus/(deficit) for the year	9,036	9,036	-	-
Transfers to other reserves	-	(2,958)	-	2,958
Transfers from other reserves	-	4,458	-	(4,458)
Balance at end of the financial year	**969,428**	**408,616**	**551,603**	**9,209**

2022	Total $'000	Accumulated Surplus $'000	Revaluation Reserve $'000	Other Reserves $'000
Balance at beginning of the financial year	969,428	408,616	551,603	9,209
Surplus/(deficit) for the year	7,502	7,502	-	-
Transfers to other reserves	-	(3,171)	-	3,171
Transfers from other reserves	-	1,931	-	(1,931)
Balance at end of the financial year	**976,930**	**414,878**	**551,603**	**10,449**

2023	Total $'000	Accumulated Surplus $'000	Revaluation Reserve $'000	Other Reserves $'000
Balance at beginning of the financial year	976,930	414,878	551,603	10,449
Surplus/(deficit) for the year	7,333	7,333	-	-
Transfers to other reserves	-	(3,203)	-	3,203
Transfers from other reserves	-	4,010	-	(4,010)
Balance at end of the financial year	**984,263**	**423,018**	**551,603**	**9,642**

2024	Total $'000	Accumulated Surplus $'000	Revaluation Reserve $'000	Other Reserves $'000
Balance at beginning of the financial year	984,263	423,018	551,603	9,642
Surplus/(deficit) for the year	2,322	2,322	-	-
Transfers to other reserves	-	(3,273)	-	3,273
Transfers from other reserves	-	5,038	-	(5,038)
Balance at end of the financial year	**986,585**	**427,105**	**551,603**	**7,877**

Statement of Cash Flows
For the four years ended 30 June 2024

	2021 Inflows/ (Outflows) $'000	2022 Inflows/ (Outflows) $'000	2023 Inflows/ (Outflows) $'000	2024 Inflows/ (Outflows) $'000
Cash flows from operating activities				
Rates and charges	63,616	64,860	66,391	67,928
Statutory fees and fines	786	742	757	780
User fees	7,594	7,763	7,786	7,827
Grants - operating	11,410	18,494	15,993	15,899
Grants - capital	16,028	8,268	7,165	3,500
Contributions- monetary	1,541	1,743	470	223
Interest received	1,100	1,122	1,144	1,167
Trust funds and deposits taken	155	266	158	180
Other receipts	1,198	1,210	2,165	1,302
Employee costs	(29,251)	(29,969)	(30,740)	(31,754)
Materials and services	(37,251)	(39,260)	(35,516)	(35,040)
Trust funds and deposits repaid	(65)	(286)	(68)	(290)
Other payments	(1,968)	(2,435)	(3,848)	(426)
Net cash provided by/(used in) operating activities	**34,893**	**32,518**	**31,857**	**31,296**
Cash flows from investing activities				
Payments for property, infrastructure, plant and equipment	(53,017)	(45,912)	(43,673)	(36,747)
Proceeds from sale of property, infrastructure, plant and equipment	614	707	684	636
Payments for investments	(185,894)	(190,894)	(195,894)	(195,894)
Proceeds from investments	183,940	190,956	195,863	193,964
Net cash provided by/(used in) investing activities	**(54,357)**	**(45,143)**	**(43,020)**	**(38,041)**
Cash flows from financing activities				
Finance costs	(93)	(411)	(651)	(818)
Proceeds from borrowings	7,000	6,000	5,000	3,000
Repayment of borrowings	(289)	(843)	(1,346)	(1,796)
Interest paid - lease liability	(4)	-	-	-
Repayment of lease liability	(243)	(16)	(11)	(5)
Net cash provided by/(used in) financing activities	**6,371**	**4,730**	**2,992**	**381**
Net increase (decrease) in cash and cash equivalents	(13,093)	(7,895)	(8,171)	-6,364
Cash and cash equivalents at the beginning of the financial year	62,996	49,903	42,008	33,837
Cash and cash equivalents at the end of the financial year	**49,903**	**42,008**	**33,837**	**27,473**

The Cash Flow Statement shows the expected movement in cash over the next four years.

The net cash flows from operating activities shows the expected cash available after providing services to the community. These funds along with net cash provided by financing activities are used to fund ongoing capital requirements.

Statement of Capital Works
For the four years ended 30 June 2024

	2021	2022	2023	2024
	$'000	$'000	$'000	$'000
Property				
Land	2,750	1,000	500	500
Landfill improvements	2,000	-	55	2,100
Total land	4,750	1,000	555	2,600
Buildings	10,055	5,484	8,968	4,765
Total buildings	10,055	5,484	8,968	4,765
Total property	**14,805**	**6,484**	**9,523**	**7,365**
Plant and equipment				
Plant, Machinery & Equipment	2,556	2,523	2,824	2,531
Furniture & Equipment	280	331	30	70
Computers & Communications	280	275	-	-
Book stock	251	256	262	268
Total plant and equipment	**3,367**	**3,385**	**3,116**	**2,869**
Infrastructure				
Roads	17,266	15,535	17,155	18,516
Bridges	1,280	550	550	550
Footpaths	8,303	8,935	4,412	1,643
Drainage	150	2,140	1,790	1,964
Recreation, Leisure, Community Facilities	1,951	1,366	1,400	1,000
Waste Management	300	625	1,020	81
Parks, Open Space, Streetscapes	1,808	3,995	3,305	2,590
Aerodromes	160	87	87	88
Off Street Car Parks	880	2,100	1,050	56
Other Infrastructure	2,256	250	250	-
Total infrastructure	**34,352**	**35,583**	**31,019**	**26,488**
Intangibles	**493**	**460**	**15**	**25**
Total capital works expenditure	**53,017**	**45,912**	**43,673**	**36,747**
Represented by:				
New asset expenditure	1,368	545	1,329	519
Asset renewal expenditure	31,794	32,402	31,228	26,915
Asset upgrade expenditure	12,567	7,753	7,678	6,457
Asset expansion expenditure	7,288	5,212	3,438	2,856
Total capital works expenditure	**53,017**	**45,912**	**43,673**	**36,747**

The Statement of Capital Works shows the expected expenditure on capital works over the next four years.

Capital Works Strategies
The capital works program over the four year period (as part of the ten year capital works program) will continue to be refined to ensure alignment with Asset Management Plan objectives and strategies. All projects are evaluated on a case by case basis, taking into account public safety, community need, legislative requirements and availability of funding, both internal and external. Essential to Council achieving its Asset Management Plan objectives over the next four years is the continuation of the Roads to Recovery funding initiative of $12.67 million.

Borrowing Strategies
Council's Long Term Financial Plan, takes into consideration the need to plan carefully for funding the renewal of infrastructure assets, and remain a financially sustainable organisation.

New borrowings have been forecast for all years from 2020/21 to 2023/24 to partly fund major capital projects. Borrowings are utilised by Council to spread the impact across generations of the community utilising assets. At the end of the four year financial period, total debt is forecast to be $18.0 million.

ation
ears ended 30 June 2024

anned capital works expenditure

	Asset Expenditure Types					Funding Sources			
	Total	New	Renewal	Upgrade	Expansion	Total	Grants	Contributions	Cou
	$'000	$'000	$'000	$'000	$'000	$'000	$'000	$'000	
	2,750	-	-	-	2,750	2,750	-	-	
vements	2,000	-	1,000	1,000	-	2,000	-	-	
	4,750	-	1,000	1,000	2,750	4,750	-	-	
	10,055	677	4,179	3,721	1,478	10,055	4,694	450	
	10,055	677	4,179	3,721	1,478	10,055	4,694	450	
	14,805	**677**	**5,179**	**4,721**	**4,228**	**14,805**	**4,694**	**450**	
nt									
y & Equipment	2,556	-	2,556	-	-	2,556	-	-	
pment	280	12	102	38	129	280	-	-	
ommunications	280	-	240	40	-	280	80	-	
	251	-	201	50	-	251	-	-	
ipment	**3,367**	**12**	**3,099**	**128**	**129**	**3,367**	**80**	**-**	
	17,266	-	12,986	4,131	149	17,266	9,261	1,215	
	1,280	-	1,128	152	-	1,280	700	-	
	8,302	-	5,649	1,486	1,167	8,302	2,924	-	
	150	-	90	60	-	150	-	-	
ure, Community Facilities	1,950	529	763	585	73	1,950	984	408	
nent	300	-	75	225	-	300	-	-	
ace, Streetscapes	1,808	150	959	431	268	1,808	414	177	
	160	-	105	46	9	160	38	-	
arks	880	-	694	186	-	880	-	-	
ure	2,256	-	574	416	1,266	2,256	196	-	
re	**34,352**	**679**	**23,023**	**7,718**	**2,932**	**34,352**	**14,517**	**1,800**	
	493	**-**	**493**	**-**	**-**	**493**	**-**	**-**	
s expenditure	**53,017**	**1,368**	**31,794**	**12,567**	**7,288**	**53,017**	**19,291**	**2,250**	

JNCIL
PLAN

	Asset Expenditure Types					Funding Sources			
	Total	New	Renewal	Upgrade	Expansion	Total	Grants	Contributions	Cour
	$'000	$'000	$'000	$'000	$'000	$'000	$'000	$'000	
	1,000	-	-	-	1,000	1,000	-	-	
vements	-	-	-	-	-	-	-	-	
	1,000	-	-	-	1,000	1,000	-	-	
	5,485	346	3,108	1,190	841	5,485	1,478	375	
	5,485	346	3,108	1,190	841	5,485	1,478	375	
	6,485	**346**	**3,108**	**1,190**	**1,841**	**6,485**	**1,478**	**375**	
nt									
y & Equipment	2,523	-	2,523	-	-	2,523	-	-	
pment	331	20	134	57	120	331	-	-	
ommunications	275	-	275	-	-	275	-	-	
	256	-	205	51	-	256	-	-	
ipment	**3,385**	**20**	**3,137**	**108**	**120**	**3,385**	**-**	**-**	
	15,535	-	12,280	3,205	50	15,535	3,325	1,060	
	550	-	390	160	-	550	-	-	
	8,935	-	6,015	1,540	1,380	8,935	3,765	-	
	2,140	-	1,030	160	950	2,140	-	-	
ure, Community Facilities	1,366	-	1,347	19	-	1,366	200	100	
nent	625	-	200	425	-	625	-	-	
ace, Streetscapes	3,995	179	2,522	432	862	3,995	-	200	
	86	-	68	9	9	86	-	-	
arks	2,100	-	1,820	280	-	2,100	-	500	
ure	250	-	125	125	-	250	-	-	
re	**35,582**	**179**	**25,797**	**6,355**	**3,251**	**35,582**	**7,290**	**1,860**	
	460	**-**	**360**	**100**	**-**	**460**	**-**	**-**	
s expenditure	**45,912**	**545**	**32,402**	**7,753**	**5,212**	**45,912**	**8,768**	**2,235**	

JNCIL
PLAN

	Asset Expenditure Types					Funding Sources			
	Total	New	Renewal	Upgrade	Expansion	Total	Grants	Contributions	Cour
	$'000	$'000	$'000	$'000	$'000	$'000	$'000	$'000	
	500	-	-	-	500	500	-	-	
vements	55	-	28	27	-	55	-	-	
	555	-	28	27	500	555	-	-	
	8,968	1,150	4,687	2,296	835	8,968	2,780	950	
	8,968	1,150	4,687	2,296	835	8,968	2,780	950	
	9,523	**1,150**	**4,715**	**2,323**	**1,335**	**9,523**	**2,780**	**950**	
nt									
y & Equipment	2,824	-	2,824	-	-	2,824	-	-	
pment	30	-	-	-	30	30	-	-	
ommunications	-	-	-	-	-	-	-	-	
	262	-	210	52	-	262	-	-	
ipment	**3,116**	**-**	**3,034**	**52**	**30**	**3,116**	**-**	**-**	
	17,155	-	13,401	3,704	50	17,155	3,935	915	
	550	-	390	160	-	550	-	-	
	4,412	-	2,802	460	1,150	4,412	-	-	
	1,790	-	1,728	62	-	1,790	-	-	
ure, Community Facilities	1,400	-	1,360	40	-	1,400	200	100	
nent	1,020	-	10	510	500	1,020	-	-	
ace, Streetscapes	3,305	179	2,629	133	364	3,305	250	-	
	87	-	69	9	9	87	-	-	
arks	1,050	-	950	100	-	1,050	-	250	
ure	250	-	125	125	-	250	-	-	
re	**31,019**	**179**	**23,464**	**5,303**	**2,073**	**31,019**	**4,385**	**1,265**	
	15	**-**	**15**	**-**	**-**	**15**	**-**	**-**	
s expenditure	**43,673**	**1,329**	**31,228**	**7,678**	**3,438**	**43,673**	**7,165**	**2,215**	

JNCIL
PLAN

	Asset Expenditure Types					Funding Sources			
	Total	New	Renewal	Upgrade	Expansion	Total	Grants	Contributions	Cour
	$'000	$'000	$'000	$'000	$'000	$'000	$'000	$'000	
	500	-	-	-	500	500	-	-	
vements	2,100	-	1,050	1,050	-	2,100	-	-	
	2,600	-	1,050	1,050	500	2,600	-	-	
	4,765	340	2,525	1,050	850	4,765	1,200	-	
	4,765	340	2,525	1,050	850	4,765	1,200	-	
	7,365	**340**	**3,575**	**2,100**	**1,350**	**7,365**	**1,200**	**-**	
nt									
y & Equipment	2,531	-	2,531	-	-	2,531	-	-	
pment	70	-	40	-	30	70	-	-	
ommunications	-	-	-	-	-	-	-	-	
	268	-	214	54	-	268	-	-	
ipment	**2,869**	**-**	**2,785**	**54**	**30**	**2,869**	**-**	**-**	
	18,515	-	14,543	3,922	50	18,515	2,100	900	
	550	-	390	160	-	550	-	-	
	1,644	-	427	27	1,190	1,644	-	-	
	1,965	-	1,901	64	-	1,965	-	-	
ure, Community Facilities	1,000	-	1,000	-	-	1,000	200	100	
nent	80	-	80	-	-	80	-	-	
ace, Streetscapes	2,590	179	2,063	121	227	2,590	-	-	
	88	-	70	9	9	88	-	-	
arks	56	-	56	-	-	56	-	-	
ure	-	-	-	-	-	-	-	-	
re	**26,488**	**179**	**20,530**	**4,303**	**1,476**	**26,488**	**2,300**	**1,000**	
	25	**-**	**25**	**-**	**-**	**25**	**-**	**-**	
s expenditure	**36,747**	**519**	**26,915**	**6,457**	**2,856**	**36,747**	**3,500**	**1,000**	

Statement of Human Resources
For the four years ended 30 June 2024

	2021	2022	2023	2024
	$'000	$'000	$'000	$'000
Staff expenditure				
Employee costs - Operating	29,821	30,021	30,989	32,018
Employee costs - Capital	110	-	-	-
Total staff expenditure	**29,931**	**30,021**	**30,989**	**32,018**
	FTE	FTE	FTE	FTE
Staff numbers				
Employees	313.1	305.4	304.8	304.8
Capitalised Labour	1.0	-	-	-
Total staff numbers	**314.1**	**305.4**	**304.8**	**304.8**

Other Information
For the four years ended 30 June 2024

2. Summary of planned human resources expenditure

	2021 $'000	2022 $'000	2023 $'000	2024 $'000
Built and Natural Environment				
Permanent - Full time	10,880	11,174	11,509	11,855
Permanent - Part time	43	44	45	47
Total Built and Natural Environment	10,923	11,218	11,555	11,902
Chief Executive Officer				
Permanent - Full time	814	836	861	887
Permanent - Part time	-	-	-	-
Total Chief Executive Officer	814	836	861	887
Community and Culture				
Permanent - Full time	3,679	3,778	3,892	4,008
Permanent - Part time	1,088	1,117	1,151	1,185
Total Community and Culture	4,767	4,897	5,042	5,195
Corporate Services				
Permanent - Full time	3,960	4,067	4,189	4,315
Permanent - Part time	254	261	269	277
Total Governance	4,214	4,328	4,457	4,591
Development				
Permanent - Full time	4,774	4,902	5,050	5,201
Permanent - Part time	881	905	932	960
Total Development	5,655	5,809	5,982	6,161
Total Casuals and other	3,558	2,933	3,092	3,282
Total staff expenditure	**29,931**	**30,021**	**30,989**	**32,018**
	FTE	**FTE**	**FTE**	**FTE**
Built and Natural Environment				
Permanent - Full time	113.0	111.0	111.0	111.0
Permanent - Part time	0.5	0.5	0.5	0.5
Total Built and Natural Environment	113.5	111.5	111.5	111.5
Chief Executive Officer				
Permanent - Full time	6.0	6.0	6.0	6.0
Permanent - Part time	-	-	-	-
Total Chief Executive Officer	6.0	6.0	6.0	6.0
Community and Culture				
Permanent - Full time	36.0	35.0	35.0	35.0
Permanent - Part time	14.4	14.4	13.4	13.4
Total Community and Culture	50.4	49.4	48.4	48.4
Corporate Services				
Permanent - Full time	37.0	33.0	33.0	33.0
Permanent - Part time	3.8	3.2	2.6	2.6
Total Corporate Services	40.8	36.2	35.6	35.6
Development				
Permanent - Full time	43.0	43.0	43.0	43.0
Permanent - Part time	13.3	12.2	12.2	12.2
Total Development	56.3	55.2	55.2	55.2
Total Casuals and other	47.1	47.1	48.1	48.1
Total staff numbers	**314.1**	**305.4**	**304.8**	**304.8**

ITEM C2.4 **AMENDMENT OF COUNCIL MEETING SCHEDULE AND REVOCATION OF CEO TEMPORARY DELEGATION INCREASE**

DIVISION: CORPORATE SERVICES

ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES

DATE: 16 JUNE 2020

IMPACTS									
Financial	Communication	Legislative	Council Policy	Council Plan	Resources & Staff	Community	Environmental	Engagement	Risk Management
		✓		✓	✓	✓			✓

OBJECTIVE

To amend the frequency of Council meetings from July to December 2020 and the CEO's temporary financial delegation, given the successful transition to a fully virtual Council Meeting environment due to COVID-19 restrictions and Ministerial Good Practice Guideline MGPG-1: Virtual Meetings.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council;

1. ***Revoke the decision made at the 7 April 2020 Council Meeting, to hold one Council Meeting per month from July to December 2020 and transition back to two Council Meetings per month during this period.***
2. ***Make public the schedule of two Council Meetings per month, for the remainder of the 2020 calendar year and;***
3. ***Revoke as of today, the temporary increase to the CEO's financial delegation up to $1M, made at the 19 May 2020 Council Meeting, given the transition back to two Council Meetings per month.***

BACKGROUND

At the Council Meeting on 7 April 2020, Council resolved, that due to COVID-19 restrictions, Council Meetings would temporarily change from twice a month to once a month via Skype. This change would be implemented from July 2020 until December 2020, at which time it would be reviewed.

At the Council Meeting on 19 May 2020, it was also resolved to temporarily increase the CEO's delegation to $1M until December 2020 to allow for contracts relating only to Capital Assets and Projects to be expedited rather than waiting for Council Reports to be moved at monthly Council Meetings.

However, due to the successful transition of Council meetings to a virtual environment, it has been determined that it is in the best operational interests of Council to return to a fortnightly Council

Meeting schedule and that the requirement to temporarily increase the CEO's financial delegation no longer exists.

OPTIONS

Council has the following options available:

1. Adopt the recommendation; or
2. Not adopt the recommendation and continue with the original Council resolutions.

PROPOSAL

That Council;

1. Revoke the decision made at the 7 April 2020 Council Meeting, to hold one Council Meeting per month from July to December 2020 and transition back to two Council Meetings per month during this period.
2. Make public the schedule of two Council Meetings per month, for the remainder of the 2020 calendar year and;
3. Revoke as of today, the temporary increase to the CEO's financial delegation up to $1M, made at the 19 May 2020 Council Meeting, given the transition back to two Council Meetings per month.

CONFLICT OF INTEREST

No staff and/or contractors involved in the compilation of this report have declared a Conflict of Interest.

LEGISLATIVE IMPACT

This impact has been assessed and is compliant with section 98(1) of the *Local Government Act 1989.*

COUNCIL PLAN IMPACT

The Council Plan 2017-21 Theme 6 Organisational states the following strategic objective and related strategy:

Strategic Objective 6.3: *"Maintain a well governed, transparent, high performing, ethical and accountable organisation."*

Strategy 6.3.3: *"Ensure sound governance processes that result in responsive, ethical, transparent and accountable decision making."*

This report supports the above Council Plan strategic objective and strategy.

RESOURCES AND STAFF IMPACT

Following adoption, our processes ensure that all staff are notified including updating of Council processes and procedures as required.

COMMUNITY IMPACT

Council's meeting schedule has been designed to enable maximum opportunity for input and participation from members of the community.

ENVIRONMENTAL IMPACT

This impact has been assessed and there is no effect to consider at this time.

ENGAGEMENT IMPACT

This impact has been assessed and there is no effect to consider at this time.

RISK MANAGEMENT IMPACT

The transition to a fully virtual Council Meeting environment meets the:

- Ministerial Good Practice Guideline MGPG-1: Virtual Meetings;
- Federal and State Government's COVID-19 restrictions and requirements for physical distancing;

and provides a suitable alternative that will allow Council to continue to function efficiently while ensuring the health and safety of Council employees, Councillors and members of the public

ATTACHMENT 1

2020 REVISED FORTNIGHTLY COUNCIL MEETINGS

Council Meeting Dates **1st Tuesday of each Month (*3pm*) and** **3rd Tuesday of each Month (*6pm*)**	
January 2020 *(Council does not convene in January)*	7 July 2020 21 July 2020
4 February 2020 18 February 2020	4 August 2020 18 August 2020
3 March 2020 17 March 2020	1 September 2020 15 September 2020
7 April 2020 21 April 2020	6 October 2020 20 October 2020
5 May 2020 19 May 2020	4 November 2020 (Wed) *(Election of Mayor & Deputy Mayor)* 17 November 2020
2 June 2020 16 June 2020	1 December 2020 15 December 2020

C3 - REPORT

GENERAL MANAGER DEVELOPMENT

ITEM C3.1 **STRATEGIC LAND USE PLANNING - PREFERRED PROJECT 2020/21 AND OTHER PRIORITIES**

DIVISION: DEVELOPMENT

ACTION OFFICER: MANAGER LAND USE PLANNING

DATE: 16 JUNE 2020

IMPACTS									
Financial	Communication	Legislative	Council Policy	Council Plan	Resources & Staff	Community	Environmental	Engagement	Risk Management
✓				✓				✓	✓

OBJECTIVE

To seek Council's support for the 'Residential Land Stocktake' and 'Port of Sale Masterplan Review', to be the priority projects for the 2020/21 Strategic Land Use Planning Work Program and to note other current strategic planning priorities.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council approve:

1. ***The 'Residential Land Stocktake' and 'Port of Sale Master Plan Review' projects as outlined in the report, as the priority projects for the 2020/21 Strategic Land Use Planning Work Program.***
2. ***The secondary strategic land use planning priorities as outlined in this report.***

BACKGROUND

The current Strategic Land Use Planning Work Program and potential 2020/21 project priorities were discussed at Council's *'Strategic Land Use Planning Projects Review Group'* (Project Review Group) meeting on 11 February 2020. A Councillor Workshop was also held on 17 March 2020 to discuss potential project priorities for the 2020/21 financial year.

Feedback obtained from the General Manager Development's recent *'Listening Tour'*, involving discussions with over 30 key stakeholders with an interest in the development process – including local developers, real estate agents, planning consultants and key businesses, has also informed the project selection process.

Whilst there is already a significant 2019/20 work program, which currently focuses on Planning Scheme Amendments and other strategic land use projects, there is scope for a new Strategic Planning project to be undertaken within the 2020/21 financial year.

The process for the selection of a preferred project has been based on the following criteria:

- Budget allocation.
- Existing strategic support/need for the project.

- Resources - existing work priorities/commitments.
- Relationship to other current Council initiatives.
- Likelihood of private requests for rezoning being received.
- Urgency/need for a project.

While the recommended project option for 2020/21 is the Residential Land Stocktake and Port of Sale Master Plan Review, a range of other project options were discussed in detail at the Project Review Group meeting.

Strong and consistent feedback received from key stakeholders during the General Manager's *'Listening Tour'*, highlighted the limited availability of lots to purchase for residential development within the key townships, as a priority issue. This was also highlighted as a priority late last year at a Council workshop. Relieving the residential lot shortage is a key to increasing our population growth, improving our economic prosperity and reducing the residential rental shortage.

The need to update, consult and to formally adopt the Port of Sale (POS) Masterplan as a key strategic precinct for Council and the community has also been identified. This is especially important given the recent Federal Government announcement around POS Westbank upgrade funding and the future redevelopment of the former education site at the POS EastBank.

It is proposed that the Residential Stocktake would involve two stages, the first being a short-term focus on existing residential zoned land most notably in Maffra (currently underway) and facilitating the Wurruk land release. Wurruk is the preferred priority in stage 1 over North Sale because unlike North Sale Wurruk is already zoned and it can deliver quicker results in terms of lots on the ground. A small staff team is currently dedicated to facilitating the rollout of residential lots in the medium term in Maffra, Sale and Stratford in that priority order.

The second longer-term stage (over the course of the next financial year) focusses on the six (6) largest townships in the Shire (Sale/Wurruk/Longford, Maffra, Stratford, Heyfield, Rosedale and Yarram). The Residential Stocktake will be underpinned by a Charrette exercise (intensive workshop involving all key stakeholders), which is proposed to take place as and when current (pandemic) restrictions allow. The objectives of the charrette are:

- To ensure all stakeholders (relevant staff, Councillors and the local development industry) have a common understanding of the challenges, incentive options and priority land release areas in respect of residential development in the Shire.
- For staff and Councillors to agree on a decision-making framework and business case approach for a range of financial incentives to activate residential development along with land release priorities.

The Residential Stocktake Charette would be conducted in association with a second Charrette, the focus of which would be the review of the Port of Sale Masterplan and other (near-by) key strategic sites - including the former Sale Police Station, connectivity to the TAFE new building site and strategic vacant industrial land at York Street South near the Lake. The key focus will be the EastBank education site redevelopment, the Westbank redevelopment (both the moorings project and the pedestrian upgrades) and developing a place making plan to activate the public spaces.

The preferred three 20/21 sub-projects (residential stocktake and Port of Sale masterplan) will result in the following:

- Establish the extent of existing residential land supply within key townships of the Shire and identify key opportunities and constraints.
- Facilitate the development of residentially zoned land within Maffra in the short term.
- Explore a range of mechanisms to 'bring lots to the market'.
- Provide a greater range of choices for purchasers looking to relocate to and move within the Shire.

- Identify future strategic priority land release areas and potential incentives to activate development.
- Provide an up-to-date masterplan for the Port of Sale that embraces and reflects recent development activity within the Port Precinct and its surrounds and mechanisms to assist in the facilitation and effective management of future development.

In addition to the above, other secondary priorities and future Strategic Planning work for the 2020/21 financial year includes in recommended priority order:

i) North Sale Developer Contributions Finalisation

ii) Maffra Structure Plan

iii) Shire wide Growth Management & Economic Development Strategy

iv) West Sale Industrial Land Technical Studies.

v) Planning in the Economic Growth Zone/Smart Planning Implementation.

Other future work:

vi) Review of RAAF Base East Sale Planning controls.

vii) Planning Scheme Amendment C99 – Updated Flood Mapping and Planning Controls.

viii) Environmental Audit Overlay site identification.

Further detail can be found in the Attachment, 'Existing Priorities and Future Strategic Planning Work'.

OPTIONS

Council has the following options available:

1. Resolve to proceed with the 'Residential Land Stocktake' and 'Port of Sale Masterplan Review' as the key 2020/21 strategic planning priorities.
2. Resolve not to proceed with the recommended projects and to seek further information and options regarding an alternative preferred strategic land use planning project and work program for consideration at a future Council meeting.

PROPOSAL

That Council:

1. Supports the 'Residential Land Stocktake' and 'Port of Sale Master Plan Review', as the priority projects for the 2020/21 Strategic Land Use Planning Work Program.
2. Notes the other current strategic planning priorities outlined in this report.

CONFLICT OF INTEREST

No Staff and/or Contractors involved in the compilation of this report have declared a Conflict of Interest.

FINANCIAL IMPACT

An allocation for the 20/21 priority projects is available as part of the Strategic Planning draft budget for the 2020/21 financial year.

COUNCIL PLAN IMPACT

The Council Plan 2017-21 Theme 2 Services & Infrastructure states the following strategic objective and related strategy:

Strategic Objective 2.3: *"Wellington Shire is well planned, considering long term growth and sustainability."*

Strategy 2.3.1: *"Continue to provide strategic planning to encourage long term growth and sustainability in Wellington Shire."*

Strategy 2.3.2: *"Ensure sufficient land supply to provide for a range of lifestyle."*

The Council Plan 2017-21 Theme 6 Organisational states the following strategic objective and related strategy:

Strategic Objective 6.4: *"Act and lobby on behalf of the priorities of the community."*

Strategy 6.4.1: *"Council strategies and plans reflect the aspirations of our diverse communities."*

This report supports the above Council Plan strategic objective and strategy.

ENGAGEMENT IMPACT

Appropriate engagement with key stakeholders will be undertaken as part of the recommended project priorities.

RISK MANAGEMENT IMPACT

The risk of not pursuing the 'Residential Land Stocktake' as a matter of priority is a shortage of land available to develop for residential purposes.

Key Existing Priorities and Future Strategic Planning Work

Project Title	Project Description	Links to Other Current Projects	Additional Comments
Existing Priorities			
i) North Sale Developer Contributions Finalisation	Finalisation of a (developer) Infrastructure Funding Arrangement (IFA), which seeks to equitably apportion the costs of infrastructure provision across all developable land within the North Sale Growth Area.	2020/21 financial year – 'Residential Land Stocktake'.	$10,000 budget in 2020/21 financial year for associated consultation work.
ii) Maffra Structure Plan	The Maffra Structure Plan will focus on the growth needs of the town and establish an overall plan of how and where it should grow and develop into the future.	2020/21 financial year – 'Residential Land Stocktake'.	This is a strategic land use planning priority project initiated in the 2019/20 financial year.
iii) West Sale Industrial Land Technical Studies	A range of Technical Reports required to address issues including traffic, drainage and heritage matters are currently in preparation. The recommendations of the final reports will be used to inform the coordinated development of 55		State Government grants have funded much of this work

Project Title	Project Description	Links to Other Current Projects	Additional Comments
	hecatres of vacant industrial land adjacent to West Sale Airport.		
iv) **Growth Management Strategy**	The project will provide a strategic land use framework as a basis for the coordinated growth of the Shire.	This project is dependent upon the completion of the preferred priority project identified for the 2020/21 financial year – 'Residential Land Stocktake'.	Existing in house work provides basis for this Strategy to be further considered
v) **Planning in the Economic Growth Zone and Smart Planning Implementation**	The project aims to streamline the provisions of the Wellington Planning Scheme (WPS). Proposed Planning Scheme Amendment C109 will seek to formalise the recommendations of the project into the WPS.	Formal public exhibition of Amendment C109 will be dependent upon the COVID 19 situation and other project priorities.	A report to Council in June 2020 will seek a resolution to request Authorisation from the Minister for Planning to prepare Amendment C109.
Other Future Strategic Planning Work			
vi) **Review of the RAAF Base East Sale Planning Controls**	Significant upgrades at the RAAF Base East Sale - including the use of new aircraft, have required revised planning controls to be prepared to reflect updated noise contour mapping which supports the ongoing operation of the airfield.	Progress dependent on feedback and agreement of the Department of Defence.	$15,000 allocated to second half of 2020/21 financial year for a proposed Planning Scheme Amendment to formalise revised planning controls.

Project Title	Project Description	Links to Other Current Projects	Additional Comments
	A suite of draft planning controls has been prepared and referred to the Department of Defence, prior to the preparation of a Planning Scheme Amendment to formalise the new provisions within the Wellington Planning Scheme.		
vii) Planning Scheme Amendment C99 - Updated Flood Mapping and Planning Controls	Amendment C99 proposes to update flood mapping and policy within the Wellington Planning Scheme using the most up-to-date data available from the West Gippsland Catchment Management Authority (WGCMA). In December 2019, Council resolved to defer Amendment C99 until a State-wide Coastal /Sea Level Rise Strategy and Policy is finalised.	The implementation of Amendment C99 is dependent on the completion of State-wide Policy and Strategy.	
viii) Environmental Audit Overlay - Site Identification	The project will investigate the mapping of sites of possible contamination (not individual site assessments and remediation) for		New environmental protection legislation proposed to be introduced in July 2020 has now been deferred until July 2021.

Project Title	Project Description	Links to Other Current Projects	Additional Comments
	inclusion into the Wellington Planning Scheme.		

ITEM C3.2 **TRANSFER OF COUNCIL PROPERTY TO MIRRIDONG SERVICES INC**

DIVISION: DEVELOPMENT

ACTION OFFICER: MANAGER BUSINESS DEVELOPMENT

DATE: 16 JUNE 2020

IMPACTS									
Financial	Communication	Legislative	Council Policy	Council Plan	Resources & Staff	Community	Environmental	Engagement	Risk Management
✓	✓	✓	✓	✓	✓	✓		✓	

OBJECTIVE

To seek Council approval to progress the transfer of Council owned property presently leased to Mirridong Services Inc., situated at 14 Lawler Street, Yarram to Mirridong Services Inc.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That;

1. ***Council resolve that property described as 14 Lawler Street, Yarram as shown on the plan within and more specifically referred as Lot 3 on Plan of Subdivision 201547W Volume 09722 Folio 955 is not required for Council purposes;***
2. ***Council advertises its intention to transfer the property below market value to Mirridong Services Incorporated, subject to the provisions of the Local Government Act 1989 section 189 and 223, including calling for submissions in relation to the proposed sale for an amount of $11 including GST;***
3. ***Subject to no submissions being made, Council authorise the Chief Executive Officer to complete the transfer (in compliance with Council's Policy for the Sale, Exchange and Acquisition of Land) below the current market value including executing necessary documents;***
4. ***All legal fees and related costs associated with transfer of the property to be met by Mirridong Services Inc; and***
5. ***The information contained in the attached document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the General Manager Development on 3 June 2020 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989: h) any other matter which the Council or special committee considers would prejudice the Council or any person;***
   be designated confidential information under Section 77 Clause (2)(b) of the Local Government Act 1989.

BACKGROUND

14 Lawler Street, Yarram consists of two units located on Council owned land. The plan below outlines the property.

Council has allowed use of the property by Mirridong Services Incorporated (Mirridong) under a community lease for a long period of time. Dating to 2017, Mirridong has requested Council consider transferring the property to them. There has been some time elapse since the request noting issues surrounding a funding agreement needing to be resolved. This has been achieved as detailed within this report and the attached letter from Minister for Housing.

Mirridong's request and the extent of progress was discussed at a Council Workshop on 15 October 2019 where interest was expressed in a transfer.

This report recommends that Council progress the transfer of property in response to Mirridong's request to secure ownership and allow necessary improvements to be completed so that the buildings can continue to provide specialist supported residential accommodation.

Council has previously approved the transfer of other property located in Yarram to Mirridong in recognition of the services provided to the local community.

The Confidential Attachment provides further detail regarding land valuation noting this report recommends the transfer be completed for a nominal amount, below market value.

Cooperation between Council, the Department of Health and Human Services (as representative for the Director of Housing) and the Board of Mirridong has been necessary as the Director of Housing holds an interest in the property.

As noted within the attached valuation, a caveat applies to the property which originates from when funding was received to construct the two units in 1986/87. The associated funding agreement

specifies that if Council disposes of the property a financial settlement for a percentage of the value of the property must be provided to the Director of Housing: if this requirement was applied it would be counter-productive to achieving a transfer for nominal consideration.

Following extensive negotiations including seeking assistance from the local elected member and involvement from the Minster for Housing, Mirridong has accepted the Department's proposal for Mirridong to assume the financial arrangement on equivalent terms and release Council from any future financial obligations.

OPTIONS

Council has the following options available:

1. Progress the transfer;
2. Not progress the transfer.

PROPOSAL

That;

1. Council resolve that property described as 14 Lawler Street, Yarram as shown on the plan within and more specifically referred as Lot 3 on Plan of Subdivision 201547W Volume 09722 Folio 955 is not required for Council purposes;
2. Council advertises its intention to transfer the property below market value to Mirridong Services Incorporated, subject to the provisions of the *Local Government Act 1989* section 189 and 223, including calling for submissions in relation to the proposed sale for an amount of $11 including GST;
3. Subject to no submissions being made, Council authorise the Chief Executive Officer to complete the transfer (in compliance with Council's Policy for the Sale, Exchange and Acquisition of Land) below the current market value including executing necessary documents;
4. All legal fees and related costs associated with transfer of the property to be met by Mirridong Services Inc; and
5. The information contained in the attached document and designated under Section 77 Clause (2)(c) of the *Local Government Act 1989* as confidential by the General Manager Development on 3 June 2020 because it relates to the following grounds under Section 89(2) of the *Local Government Act 1989*: h) any other matter which the Council or special committee considers would prejudice the Council or any person;
be designated confidential information under Section 77 Clause (2)(b) of the *Local Government Act 1989*.

CONFLICT OF INTEREST

No Staff and/or Contractors involved in the compilation of this report have declared a Conflict of Interest.

FINANCIAL IMPACT

This report recommends a transfer of property below market value. In accordance with the *Local Government Act 1989*, land valuations must be obtained within six months of the sale. An updated valuation will be obtained to ensure it is assessed within a period not greater than six months from

when the transfer of land is completed. The confidential attachment contains the most recent valuation.

It is considered that there is sufficient justification for Council to approve a transfer noting the broader community benefit provided in allowing Mirridong to undertaken necessary investment and improvements in order to provide essential supported accommodation into the future.

COMMUNICATION IMPACT

It is considered that the sale of this property to Mirridong Services Inc., will be favourably received by the Yarram and District community.

LEGISLATIVE IMPACT

Section 189 of the *Local Government Act 1989* (Vic) obligates Council to provide public notice of the intention to sell land, and to give consideration to any submissions received.

A further Council report would be required in the event any submissions are received.

COUNCIL POLICY IMPACT

Wellington Shire Council's Policy for the Sale, Exchange and Acquisition of Land accords with best practice guidelines. It states that transactions should be in the best interests of the community and provide the best result (financial and non-financial) for Council and the community.

COUNCIL PLAN IMPACT

The Council Plan 2017-21 Theme 2 Services & Infrastructure states the following strategic objective and related strategy:

> **Strategic Objective 2.2:** *"Council assets are responsibly, socially, economically and sustainably managed."*
>
> Strategy 2.2.1: *"Develop asset management plans in conjunction with service level plans for all council facilities and infrastructure."*
>
> Strategy 2.2.2: *"Ensure that community facilities within the municipality continue to meet the expectations and service needs of all current and future residents."*

This report supports the above Council Plan strategic objective and strategy.

RESOURCES AND STAFF IMPACT

This matter is being addressed within the existing resources of the Business Development Business Unit.

COMMUNITY IMPACT

Progressing this transfer will likely result in benefits for those that reside at the property.

ENGAGEMENT IMPACT

Council has been provided with updates regarding surplus land and land suitable for disposal during Council workshops.

Public consultation will take place in the form of seeking submissions in accordance with s223 of the *Local Government Act 1989*.

ITEM C3.3 **COMMUNITY SPORTS INFRASTRUCTURE STIMULUS PROGRAM-GREAT SOUTHERN RAIL TRAIL**

DIVISION: DEVELOPMENT

ACTION OFFICER: MANAGER BUSINESS DEVELOPMENT

DATE: 16 JUNE 2020

IMPACTS									
Financial	Communication	Legislative	Council Policy	Council Plan	Resources & Staff	Community	Environmental	Engagement	Risk Management
				✓					

OBJECTIVE

To seek resolution from Council to apply for Sport and Recreation Victoria's Community Sports Infrastructure Stimulus Program to fund the missing link of the Great Southern Rail Trail between Alberton and Welshpool, in partnership with South Gippsland Shire.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council submits a funding application, in partnership with South Gippsland Shire Council, to secure Sport and Recreation Victoria's Community Sports Infrastructure Stimulus Program funding to complete the Great Southern Rail Trail between Alberton and Welshpool.

BACKGROUND

In May, Minister Symes confirmed Council had successfully secured $500,000 funding from Regional Development Victoria towards the Great Southern Rail Trail project. The total project cost is approximately $3.8 million.

In June, the Victorian Government announced the $68 million Community Sports Infrastructure Stimulus Program to support Victoria's economy by working with Local Government Authorities, Alpine Resort Boards and sporting clubs and organisations to fast-track shovel-ready community sports infrastructure projects across Victoria. Councils can submit applications requesting up to $10 million as part of this program. The Community Sports Infrastructure Stimulus Program offers up to 90% of the total project cost. The Great Southern Rail Trail aligns strongly with the program's funding guidelines.

The Great Southern Rail Trail is a combined project between South Gippsland Shire Council and Wellington Shire Council that aims to complete the 21km 'missing link' along the trail between Leongatha and Yarram creating a 106km Rail Trail and creating the third longest continuous Rail Trail in Australia.

Consisting of 12.7km in Wellington Shire and 8.2kms in South Gippsland Shire, the extension will join two existing sections of the Great Southern Rail Trail. The completion of this project generates:

- economic benefits including the completion of a major tourism asset which extends the tourism offering beyond the traditional tourism seasons; and

- community benefits including community connectivity between rural communities, increased and improved public infrastructure to encourage physical activity and social connectedness.

The project scope is development of 21kms of rail trail (12.7km in Wellington Shire and 8.2km in South Gippsland Shire) and associated infrastructure.

This project will deliver rail trail between Welshpool and Alberton and consist of:

- Welshpool to Hedley – 8.42km trail construction with 6 bridge / culverts reconstruction
- Hedley to Gelliondale – 7.08km, 3 bridge / culverts
- Gelliondale to Alberton – 5.26km, 6 bridge / culverts

Both Councils are committed to the long-term outcomes of this project. The project would also complement two additional future sections which are at various stages of development including Leongatha to Korumburra, Korumburra to west of Nyora. When fully realised this would create a nationally iconic 188km rail trail from Clyde in the City of Casey to Yarram in the Wellington Shire.

The trail is highlighted in Gippsland's Destination Management Plan and key to developing Gippsland's trail network and is also highlighted as a priority in the Gippsland Tracks and Trails Strategy.

OPTIONS

Council has the following options available:

1. That Council direct officers to submit a funding application to Sport and Recreation Victoria's Community Sports Infrastructure Stimulus Program to complete the Great Southern Rail Trail;
2. That Council does not pursue Community Sports Infrastructure Stimulus Program to complete the Great Southern Rail Trail.

PROPOSAL

That Council submits a funding application, in partnership with South Gippsland Shire Council, to secure Sport and Recreation Victoria's Community Sports Infrastructure Stimulus Program funding to complete the Great Southern Rail Trail between Alberton and Welshpool.

CONFLICT OF INTEREST

No staff and/or contractors involved in the compilation of this report have declared a Conflict of Interest.

COUNCIL PLAN IMPACT

The Council Plan 2017-21 Theme 5 Economy states the following strategic objective and related strategy:

Strategic Objective 5.1: *"Support and develop our existing businesses."*

Strategy 5.1.3: *"Advocate for improved links and connectivity to key markets and destinations."*

This report supports the above Council Plan strategic objective and strategy.

ATTACHMENT 1

Community Sports Infrastructure Stimulus Program

APPLICATION GUIDELINES

VICTORIA State Government

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MESSAGE FROM THE MINISTER FOR COMMUNITY SPORT

Coronavirus (COVID-19) has impacted Victorians right across the State and community sport has not been immune to those impacts.

However, as Victorians we can be proud that community sport provides a great opportunity for social inclusion and can strongly contribute to Victoria's economic recovery.

The Victorian Government recently announced the $2.7 billion *Building Works* package, designed to support shovel-ready projects to get thousands of people back to work.

Through the support of this package I'm proud to launch the $68 million *Community Sports Infrastructure Stimulus Program* which will fast-track investment into critical shovel-ready community sport and recreation infrastructure projects across Victoria by investing between $1 million and up to $10 million in successful projects.

Community sport and recreation makes a significant contribution to Victoria's economy and that's why the Victorian Government is fast-tracking projects from new indoor sports stadiums to new sports precincts, active recreation facilities and aquatic centres. These investments will support local economies by creating economic activity and hundreds of jobs for planners, architects, engineers, project managers, buildings, carpenters, plumbers, electricians, maintenance staff, facility managers and operational personnel. Sourcing local materials will also enable many more Victorian businesses to thrive in these uncertain times.

And of course, it's not just local economies that will benefit, but community sport will benefit from thousands of new participation opportunities that will be created along with supporting home-grown talents and developing facilities to host local, regional, state and national events when it is safe to do so.

That's why we're keen to support projects that make a real difference to local communities especially initiatives that open more doors to participation for disadvantaged communities, which is what ***Active Victoria*** is all about. This program complements our record investment into community sports infrastructure since 2014 of over $915 million including the *Local Sports Infrastructure Fund, World Game Facilities Fund* and *Community Cricket Program.*

I encourage Victorian communities to work with their Local Government Authorities and Alpine Resort Boards to submit applications for projects by Friday 19 June 2020.

I look forward to seeing new and exciting projects from the *Community Sports Infrastructure Stimulus Program* benefitting Victorians.

THE HON ROS SPENCE MP

Minister for Community Sport

COMMUNITY SPORTS INFRASTRUCTURE STIMULUS PROGRAM

1.1. Background

Coronavirus (COVID-19) has resulted in far reaching implications for the Victorian community and generating jobs and economic activity will be critical to the revival of Victoria's economy.

The $68 million *Community Sports Infrastructure Stimulus Program* will support Victoria's economy by working with Local Government Authorities, Alpine Resort Boards and sporting organisations to fast-track shovel-ready community sport and active infrastructure projects across Victoria.

The program is part of the Victorian Government's $2.7 billion *Building Works* package, designed to support shovel-ready projects to get thousands of people back to work.

The program is underpinned by the Department of Jobs, Precincts and Regions' priorities of ensuring the state's economy benefits all Victorians by creating more jobs for more people, building thriving places and regions and nurturing inclusive communities.

The Victorian Government is committed to supporting greater participation opportunities for all Victorians. There are significant groups of Victorians whose participation in sport and active recreation is well below the state average. Aboriginal Victorians, people with a disability, seniors, disengaged young people, culturally and linguistically diverse (CALD) communities, women and girls, LGBTI+ people and socio-economically disadvantaged all have significantly lower levels of participation.

1.2. Outcomes of the Program

The desired outcomes of the program are to:

- Provide a stimulus to local economic activity by planning, building and operating new or redeveloped significant community sport and active recreation infrastructure
- Respond to demand for new participation opportunities by considering strategic and well-planned projects that have broad community and sector support.
- Improve diversity and inclusion by increasing participation by disadvantaged and under-represented groups identified in *Active Victoria*.

1.3. Organisational Eligibility

Only Local Government Authorities (LGAs) and the Alpine Resort Boards are eligible to apply for this program.

Eligible organisations are encouraged to consider a range of opportunities including partnerships that develop projects in schools and on Crown land.

Volunteer Committees of Management on Crown land should contact their respective LGA to discuss their proposed project being considered by this program.

1.4. Project Eligibility

Funding may be provided for the construction and/or upgrade of significant community sport and active recreation infrastructure that is ready to commence construction within six (6) months of executing a funding agreement with the Department of Jobs, Precincts and Regions. This may include but is not limited to:

- Multi-sports precincts that include the delivery of sports fields, sports courts and pavilions
- Regional or strategic single-sport precincts such as netball or football facilities
- New indoor multi-sport stadiums or new indoor courts
- New or redeveloped aquatic leisure centres including development of new water or dry program spaces
- New or redeveloped outdoor seasonal pools
- Active recreation spaces such as significant play spaces and shared recreation trails
- New sports fields, sports courts and surfaces that increase capacity or improve safety, including provision of sports lighting
- Pavilions including change rooms for participants that are female friendly and accessible
- Packaging of similar projects across multiple sites are permissible. For example, this may include grouping play spaces or sports lighting installations across multiple sites.
- Significant additional scope to existing projects to provide new participation opportunities. This may include new elements to a project that otherwise could not be delivered.

Along with recipients being required to commence construction within six (6) months of executing a funding agreement, projects will need to be completed within two years unless the project is of significant scale where completion within that timeframe isn't practical.

1.5. What will not be funded

- Applications submitted after the closing date will not be considered eligible and will not be assessed unless an extension has been requested and approved in writing by Sport and Recreation Victoria before the closing date
- Projects that have already been funded by the Victorian Government unless significant new and additional scope is identified
- Facilities where little or no public access is available
- Purchase of land
- Requests for retrospective funding, where projects have commenced construction or are completed prior to the execution of a funding agreement
- Buildings considered temporary or not permanent in nature or intended use
- Repair of facilities where the damage can be covered by insurance
- Equipment
- Requests for ongoing operational costs
- Routine or cyclical maintenance
- Projects that do not meet relevant sport or Australian standards.

Applications already being considered under the *2020-21 Local Sports Infrastructure Fund, 2019-20 World Game Facilities Fund, 2019-20 Community Cricket Program* or funded through *Local Sports Grants* are not eligible, unless the application is for additional scope not included within those projects.

Further, projects that have been supported through the *Community Sports Infrastructure Loans Scheme* are not eligible for funding.

1.6. Funding

Eligible applicants can submit up to **three** (3) applications.

Applications for funding from this program must be between **$1 million** and **$10 million**.

A 10 percent minimum local financial contribution of the funding amount sought is required to be committed and confirmed by LGAs or Alpine Resort Boards, for each application submitted. For example, a grant request of **$1 million** should be matched with a contribution of at least **$100,000**.

Contributions should be commensurate with the applicant's financial capacity and support for the project. Applicants cannot utilise other State Government funding as part of the minimum financial contribution. Local contributions may include funding from LGAs or other organisations such as clubs and the Federal Government.

Projects with a mix of funding, including confirmed and appropriate financial contributions will be highly regarded.

In-kind contributions will not be considered in determining the total project cost.

Applications may seek project management and non-construction expenses of up to 7.5 percent of the total project cost (exclusive of GST) or a maximum amount of $500,000, whichever is lower. For example, a project with a $6 million total project cost may include up to $450,000 in the request towards project management and non-construction expenses.

The department reserves the right to negotiate a lower than requested funding amount for submitted applications.

1.7. Timelines

APPLICATIONS OPEN	APPLICATIONS CLOSE	OUTCOMES ADVISED	FUNDING AGREEMENTS EXECUTED FOR SUCCESSFUL PROJECTS
28 May 2020	19 June 2020	Late July 2020	July 2020 onwards

1.8. Application process

Eligible applicants must submit an application and supporting documents via the Sport and Recreation Victoria website for each individual application.

https://sport.vic.gov.au/grants-and-funding/our-grants/community-sports-infrastructure-stimulus-program

Applications must be submitted by **11.59pm, Friday 19 June 2020**.

Applications submitted after the closing date will not be considered eligible and will not be assessed unless an extension has been requested and approved in writing by Sport and Recreation Victoria before the closing date.

Applicants are required to liaise with their local Sport and Recreation Victoria representative to discuss their project idea/s prior to submission. Further questions on this program can also be directed to **communityinfrastructure@sport.vic.gov.au**

1.9. Assessment Criteria

CRITERIA	DESCRIPTION
The project provides suitable local economic stimulus benefits	How will the project support a post-coronavirus (COVID-19) recovery in your municipality or region including providing significant new economic activity, which includes: • job creation during construction and operation • supply chain opportunities including materials and maintenance • other economic benefits such as hosting future events that provide a visitor economy benefit
The application demonstrates strong sport and active recreation participation outcomes	Describe the sport and active recreation participation issues the project addresses and the outcomes that will result from the project. Evidence of need and these benefits can be demonstrated through supporting documentation (eg feasibility studies, Schedule of Use or similar, letters of support)
The application demonstrates strong sport and active recreation participation outcomes for disadvantaged and under-represented communities and cohorts	Describe the new sport and active recreation opportunities and initiatives that improve inclusion and diversity by disadvantaged and under-represented communities and cohorts, including Aboriginal Victorians, people with a disability, seniors, disengaged young people, culturally and linguistically diverse communities, women and girls, LGBTIQ people and socio-economically disadvantaged communities. Evidence of these benefits can also be demonstrated through supporting documentation (eg Schedule of Use or similar, letters of support)
The project scope is clear and is well designed and informed by Universal Design principles and Environmentally Sustainable Design considerations	Provide a clear scope of works proposed to be completed as part of this project Outline how Universal Design principles will be implemented in project planning and how Environmentally Sustainable Design considerations are reflected in the project budget
The application demonstrates the project is ready to commence construction within six (6) months	Outline the planning undertaken so far to demonstrate project readiness and the steps you will take to begin the project within six (6) months, including how the project will move to the construction phase. This should be supported by a Project Management Framework, CEO letter or council resolution confirming support for the project. Projects with a council resolution will be prioritised
The project is supported by local stakeholders and key organisations that will benefit from the project	Describe the previous community and stakeholder consultation undertaken for the project. Provide evidence of support through consultation reports, and current/previous letters of support from stakeholders such as tenant clubs and local stakeholders. **Note: letters of support from State Sporting Associations are not required**

Applications must be supported by the Mandatory Documents in Appendix 1.

Priority will be given to projects that:

- Will result in significant new economic benefits in the form of local economic activity and job creation through construction, operation and supply chain benefits. Applications prioritising local contractors which benefit the immediate economy will be prioritised.
- Provide evidence of the ability to commence construction within six (6) months of executing a funding agreement through the provision of mandatory documentation such as schematic plans and current cost plans (not more than 12 months old)
- Support communities with high levels of socio-economic disadvantage and communities that may be unable to generate funds required for large community infrastructure projects.
- Have experienced natural disasters (such as bushfires), and communities experiencing strong population growth.
- Include a mix of other confirmed funding contributions from project beneficiaries

1.10. Resources and Additional Information

Additional guidelines, tools and resources can be found on the Sport and Recreation Victoria website to support your Application.

https://sport.vic.gov.au/grants-and-funding/our-grants/community-sports-infrastructure-stimulus-program

2. CONDITIONS THAT APPLY TO APPLICATIONS AND FUNDING

2.1. Funding Agreements

Successful funding applicants must enter into a Funding Agreement with the Department of Jobs, Precinct and Regions within one (1) month of receiving a funding agreement for a successful project, or the funding offer may be withdrawn.

The Minister for Community Sport reserves the right to withdraw funds for projects that do not commence within six (6) months of execution of a funding agreement without recipients demonstrating due cause.

Funds must be spent on the project as described in the application and outlined in the Funding Agreement unless changes are agreed in writing through a formal variation.

Variations to the project will need to be agreed to with Sport and Recreation Victoria. Some scope changes may require the approval of the Minister for Community Sport.

LGAs and Alpine Resort Boards must inform the participating organisations where applicable, of all funding arrangements and obligations regarding the grant.

The Local Jobs First policy will apply to projects where the value of the grant is above the threshold values of:

i. $3 million or more in metropolitan Melbourne, and

ii. $1 million or more in regional Victoria, or

Important details on this policy can be found at **Appendix 2**.

Local Jobs First requirements will be built into all funding agreements where these thresholds apply.

Tenders for stimulus projects will be required to advertise for additional workers through the *Working for Victoria* platform in the first instance.

Facility tenant clubs are expected to adhere to the Fair Play Code (or related state sporting association Code of Conduct). Evidence of this adherence will be required as a funding agreement milestone.

The department reserves the right to add milestones or requirements to funding agreements that obligate the recipient to meet as a result of funding provided through this program. This may include, but not be limited to recognition, signage, participation in campaigns or activities consistent with State Government objectives or policies as outlined in *Active Victoria*.

Depending on the project this may include:

- Facility Management and Governance Plans
- Adherence to Healthy Choices Guidelines
- Demonstration of policies, practices and programs that support gender equality.

2.2. Acknowledging the Victorian Government's support and promoting success

Successful applicants will need to adhere to the ***Sport and Recreation Victoria Infrastructure Grants Acknowledgement and Publicity Guidelines***.

APPENDIX 1

Mandatory Documents

MANDATORY DOCUMENTS INCLUDE:
Quantity survey, tender price or independent qualified expert report (not more than 12 months old)
Site specific schematic plans and aerial map showing the location of the project developed with stakeholder input including clear measurements (not applicable for modular construction projects). *Note: Concept plans, hand drawn plans, generic plans or plans from previous projects will not be accepted*
Evidence confirming any additional funding required to complete the project. Where funding from a club is indicated current bank statements demonstrating financial capacity for the contribution must be provided alongside a letter from an authorised officer of the club/organisation committing to a specific funding amount
Evidence of community engagement process and outcomes, including broader community and user groups
Letter from CEO or council resolution confirming that the project will be ready to proceed to construction within six (6) months of approval and that applicant funding is available to deliver the project. **Projects with a council resolution will be prioritised**
Project Management Framework or other detailed project plan with timelines demonstrating how the project can move from schematic designs to construction within six (6) months

Where relevant
Detailed area schedule for prefabricated/modular construction projects only
Lighting plans (including lux charts that are site specific for projects incorporating lighting)
Evidence of landowner consent consultation and support for non-LGA land such as Crown Land
A legally binding land-use agreement is required for any projects located on private land
For projects on school land, a minimum of a completed Joint Use Proposal to enter into a *Community Joint Use Agreement* is required with letters from both regional and central offices of Department of Education and Training

DESIRABLE
Business or feasibility planning documents (as a way of demonstrating need)
Schedule of Use or similar document demonstrating how participation will increase for specific clubs/groups
Environmentally Sustainable Design reports
Letters of support from local organisations that indicate the project scope, funding contribution and how the group either supports or benefits from the project. **Note: letters of support from State Sporting Associations are not required**
Soil testing/Geotechnical reports where relevant
Technical and/or Access Audits (where these have been completed)
Evidence that the Aboriginal Heritage Planning Tool has been completed (where this is applicable)

APPENDIX 2

Local Jobs First Policy

1. Overview

(a) The Local Jobs First Policy (**LJF Policy**) issued under the *Local Jobs First Act 2003* supports businesses and workers by ensuring that small and medium size enterprises are given a full and fair opportunity to compete for both large and small government contracts, helping to create job opportunities, including for apprentices, trainees and cadets. The LJF Policy is implemented by Victorian Government departments and agencies to help drive local industry development.

(b) The LJF Policy comprises the Victorian Industry Participation Policy (**VIPP**) and the Major Projects Skills Guarantee (**MPSG**).

i. VIPP seeks to ensure that small and medium-sized business are given full and fair opportunity to compete for government contracts.

ii. MPSG is a policy that provides job opportunities for apprentices, trainees and cadets on high value construction projects.

(c) Local Jobs First applicable projects include but are not limited to:

i. purchase of goods and/or services, regardless of the method of procurement (including individual project tenders, State Purchase Contracts, supplier panels);

ii. construction projects (incorporating design and construction phases and all related elements), including individual projects, Public Private Partnerships, Alliance Contracts, Market Led Proposals, supplier panels and auctions; and

iii. grant and loan projects, including grant agreements or loan arrangements to private, non-government and local government organisations for a single or group of projects.

(d) The LJF Policy applies to grant projects where the value of the grant is above the threshold values of:

i. $3 million or more in metropolitan Melbourne, and

ii. $1 million or more in regional Victoria, or

For further information, grant applicants should refer to the LJF Policy and Guidelines which can be found at **www.localjobsfirst.vic.gov.au**.

2. Definitions

Agency means Sport and Recreation Victoria within the Department of Jobs, Precincts and Regions.

Contestable Items means goods or services in a procurement process where there are competitive international and local suppliers. 'Competitive' means the suppliers are able to offer comparable goods or services that meet the specifications provided in this [Request for Grant Proposal / Grant Application]. Contestable items can be goods or services at any stage of a project, including maintenance.

Department has the meaning given in s 3(1) the *Local Jobs First Act 2003*.

Funding Agreement means the funding grant contract entered into between the Agency and the Grantee.

Guidelines means the Local Jobs First Supplier Guidelines, available at **www.localjobsfirst.vic.gov.au**.

ICN means Industry Capability Network (Victoria) Limited of Level 11, 10 Queens Road, Melbourne VIC 3004 ACN 007 058 120.

3. Consultation with Industry Capability Network (ICN) Victoria

(a) To increase opportunities for local businesses within their project, successful grant recipients (Grantees) are required to consult with ICN regarding opportunities for local businesses, particularly with regard to Contestable Items. This is to better target the application of LJF towards areas of contestable procurement.

(b) Successful Grantees are required to consult with ICN after the Grant Funding Agreement has been executed. Payment of monies under the Grant Funding Agreement may be based upon Grantees' compliance with the consultation requirement.

(c) The consultation requirement involves the following steps:

i. The Agency will advise the Grantee that they must submit an Interaction Reference Number Form (IRN Form).

ii. Grantees must register with ICN online at **www.icnvic.org.au/ljf** and go through the IRN Form submission process. The IRN Form requires Grantees to provide an indication of the nature of the grant activities to be undertaken or project being designed, and the likely services or the activity to be required.

iii. ICN will review the Grantee's IRN Form and contact the Grantee to discuss opportunities for local industry.

iv. Grantees must negotiate with ICN to determine how opportunities for local businesses or Contestable Items will be provided for in the project. This may involve ICN contributing to or reviewing draft designs or participating in particular project meetings.

v. Consultation with ICN can take between 30 minutes and a few hours, depending upon the nature of the Contestable Items in the procurement activity.

vi. Once consultation is complete, ICN will issue the Grantee with an Interaction Reference Number (IRN) and a reference letter. The reference letter will set out any agreements reached between ICN and the Grantee during consultation.

vii. The Grantee must submit their IRN to the Agency's representative within 20 business days of the Grant Funding Agreement being executed to demonstrate to the Agency that they have consulted with ICN, and that ICN is satisfied local industry will be considered in the design of the project.

These guidelines are subject to changes at the discretion of the Minister for Community Sport.

Authorised by the Victorian Government

Department of Jobs, Precincts and Regions

1 Spring Street Melbourne Victoria 3000

Telephone (03) 9651 9999

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May 2020

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To receive this publication in an accessible format, please contact the Grants Information Line on 1300 366 356, using the National Relay Service 13 36 77 if required.

Available at Sport and Recreation Victoria's website **sport.vic.gov.au**

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VICTORIA State Government

C4 - REPORT

GENERAL MANAGER BUILT AND NATURAL ENVIRONMENT

ITEM C4.1 **LOCAL GOVERNMENT POWER PURCHASE AGREEMENT**

DIVISION: BUILT AND NATURAL ENVIRONMENT

ACTION OFFICER: GENERAL MANAGER BUILT AND NATURAL ENVIRONMENT

DATE: 16 JUNE 2020

IMPACTS									
Financial	Communication	Legislative	Council Policy	Council Plan	Resources & Staff	Community	Environmental	Engagement	Risk Management
✓	✓		✓	✓		✓	✓		✓

OBJECTIVE

For Council to agree to participate in the Local Government Power Purchase Agreement (LGPPA) tender, considering governance structure amendments made by the Buyers Group, in accordance with outcomes of an independent probity review.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council;

1. ***Agree to participate in the Local Government Power Purchase Agreement tender, considering governance structure and pricing amendments made by the Buyers Group, in accordance with outcomes of an independent probity review.***
2. ***Authorise the Chief Executive Officer, to appoint Darebin City Council, to act as a tendering agent by executing the Participation Deed and, in the event of a successful tender, to enter into a long-term contract with the preferred energy retailer.***
3. ***Authorise the Chief Executive Officer to write to MAV to terminate the existing Agency Agreement.***

BACKGROUND

In July 2019, Council authorised the Chief Executive Officer to enter into a binding agreement with the Municipal Association of Victoria (MAV) to participate in a joint tender for the procurement of One Hundred percent renewable energy and Large-Scale Generation Certificates at a minimum of 1:1 basis for approximately twenty five percent of council's current electricity load for a period up to ten years. The total value of the project is valued at approximately $3.5 million over ten years (inclusive of energy costs, tariffs and network costs) based on current electricity pricing.

The outcomes of the project for Council were determined to be:

- Likely reduced cost of power for the selected sites (exclusive of network and tariff costs).
- Reduction in approximately 1300tCo2 per year.
- Increased budget certainty established under a long term (10yr) contract with a retailer.

As part of the project, Council committed to a financial contribution of $5,500 to meet costs of procurement.

Under the Letter of Agency, the Municipal Association of Victoria was appointed as the agent for Council for the purpose of conducting the tender processes and managing the ongoing relationship between councils and suppliers and to oversee probity.

The Buyers Group engaged an independent probity consultant during Stage 2 of the project, who advised that the current governance arrangement between the Municipal Association of Victoria, Darebin Council, the Buyers Group and the energy consultant did not meet probity requirements. The Municipal Association of Victoria was advised to secure a new energy consultant to meet probity requirements. Municipal Association of Victoria sought legal advice through Maddocks to review and recommend alternative approaches.

As a result, a new process has been identified;

- Darebin City Council will be appointed as the lead organisation, through a Participation Deed with each participating council,
- Darebin City Council in consultation with the Project Steering Group will engage suitably qualified parties for a tendering agent, legal advisor and probity advisor,
- Council to terminate the existing Agency Agreement with the Municipal Association of Victoria - MAV no longer involved.

Impacts were outlined in a council workshop on the 6th June 2020 with a recommendation by council officers to opt-in to the revised project.

OPTIONS

Council has the following options available:

1. **Opt-in** by authorising the Chief Executive Officer to appoint Darebin City Council to act as a tendering agent by executing the Participation Deed, and in the event of a successful tender, to enter into a long-term contract with the preferred energy retailer.
2. **Opt-out** of the Darebin City Council led Local Government Power Purchase Agreement.

PROPOSAL

That Council;

1. Agree to participate in the Local Government Power Purchase Agreement tender, considering governance structure and pricing amendments made by the Buyers Group, in accordance with outcomes of an independent probity review.
2. Authorise the Chief Executive Officer, to appoint Darebin City Council, to act as a tendering agent by executing the Participation Deed and, in the event of a successful tender, to enter into a long-term contract with the preferred energy retailer.
3. Authorise the Chief Executive Officer to write to MAV to terminate the existing Agency Agreement.

CONFLICT OF INTEREST

No staff and/or contractors involved in the compilation of this report have declared a Conflict of Interest.

FINANCIAL IMPACT

In the event of a successful tender process the current total value (inclusive of energy costs, tariffs, network charges) of the long-term renewable energy contract for the three selected council facilities will be approximately $3.5M over ten years. This is based on current black power costs. The pricing estimates of renewable energy power purchase through the agreement has not changed and remains competitive against 'black power' costs. We anticipate that total billing costs from a renewable energy retailer will not exceed $3.5M over the total contract period.

Councils participation fee of $5,500 remains, although is dependent on final number of participants within the project. As set out in the Participation Deed, if the project requires additional contributions from Councils, these amounts will be determined based on the relative interest of the Council and subject to approval by the Project Steering Committee. The relative interest of a council is subject to change based on potential withdrawals of Councils as key exit points. If Council opts out before the tender is released, a proportion of the participation fee will be expended. If Council opts out after the tender release, the participation fee will be fully expended.

The original project delivery timelines will no longer be met. It is expected that the project, upon a successful tender process, would commence July 2021. Energy supply contracts for the committed council facilities expire 30 December 2020 and subject to Council approval, are in the process of being contracted on an interim basis for 12 months including Greenpower. If Council opt-in we will roll into a new Power Purchase Agreement (PPA) contract (if awarded) on 1st January 2022.

COMMUNICATION IMPACT

No community consultation has been undertaken about these opportunities to date. However, officers expect that a successful PPA will be heavily promoted across Victoria by participating Councils and positively received by the community.

COUNCIL POLICY IMPACT

The recently adopted Sustainability Strategy 2020-24 sets clear short-term and longer-term greenhouse gas emissions reduction targets.

Renewable energy procurement is considered a key strategy for reducing council carbon emissions. By opting out, council will negate long term yearly emissions savings anticipated through the project. Greenpower secured in the twelve-month interim contract is a short-term solution. Alternative emissions savings projects will need to be considered to meet our 2024 short term target of 23% of the 2018 baseline and in the longer term, Net Zero by 2040.

COUNCIL PLAN IMPACT

The Council Plan 2017-21 Theme 3 Natural Environment states the following strategic objective and related strategy:

> **Strategic Objective 3.2:** *"Demonstrate leadership in waste and water management, and energy efficiency."*
>
> Strategy 3.2.3: *"Advocate for and provide leadership toward a low carbon economy."*

This report supports the above Council Plan strategic objective and strategy.

COMMUNITY IMPACT

The project continues to provide community benefit by supporting the renewable energy industry in Victoria.

ENVIRONMENTAL IMPACT

The project will have positive outcome for the environment by reducing council's carbon emissions and supporting renewable energy development across Victoria.

RISK MANAGEMENT IMPACT

Risks are deemed negligible and can be managed through the Project Steering committee that includes members from other local councils and Victorian Greenhouse Alliances. Darebin City Council has employed a full-time manager (in-kind) to oversee the project. Under the Participation Deed, Darebin City Council are required to submit a Procurement Strategic Plan and financial reports to participating councils to ensure transparency and good governance. The Participation Deed also outlines the roles and responsibilities of the Project Steering Committee.

ITEM C4.2 **SUPPLY OF ELECTRICITY TO LARGE BUILDING AND FACILITIES AND UNMETERED PUBLIC LIGHTING UNDER RFT EC8310-2020**

DIVISION: BUILT AND NATURAL ENVIRONMENT

ACTION OFFICER: GENERAL MANAGER BUILT AND NATURAL ENVIRONMENT

DATE: 16 JUNE 2020

IMPACTS									
Financial	Communication	Legislative	Council Policy	Council Plan	Resources & Staff	Community	Environmental	Engagement	Risk Management
✓	✓		✓	✓		✓	✓		✓

OBJECTIVE

The objective of this report is for Council to authorise the procurement of Electricity Supply for Large Sites/Buildings, Unmetered Street Lighting and Small Sites/Buildings – Municipal Association of Victoria (MAV) EC 8310–2020.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council authorise the Chief Executive Officer to enter into a procurement agreement and contract with the Municipal Association of Victoria's recommended tenderer for retail supply of electricity to Small Tariff, Large Tariff sites and Unmetered Street Lighting as outlined in MAV EC 8310 -2020.

BACKGROUND

On behalf of participating Councils, the MAV has engaged Trans-Tasman Energy Group (TTEG) to conduct a multisite tender process for the supply of electricity to nominated Council facilities.

Council has, in the past, participated in the MAV collaborative procurement for electricity in accordance with the organisational procurement policy, and the current contract with ERM Energy (Large Sites and Unmetered Street Lighting) and Origin Energy (Small Sites) is a result of the last tender process. These contracts are due to expire on 31 December 2020 (Large Sites) and 01 July 2020 (Small Sites).

MAV have requested Councils to accept the recommended prices in advance, so that the tight acceptance timeframe can be met. Officer support has been provided by General Manager Built and Natural Environment, subject to final Council approval.

OPTIONS

Council has the following options available:

1. That Council authorise the Chief Executive Officer to enter into a procurement agreement and contract with the MAV's recommended tenderer for retail supply of electricity to Small Tariff, Large Tariff sites and Unmetered Street Lighting as outlined in MAV EC 8310-2020;

2. Council does not enter into a retail agreement for supply of electricity to small tariff and large tariff sites Unmetered Street Lighting and be subject to open market commercial rates.

PROPOSAL

That Council authorise the Chief Executive Officer to enter into a procurement agreement and contract with the MAV's recommended tenderer for retail supply of electricity to Small Tariff, Large Tariff sites and Unmetered Street Lighting as outlined in MAV EC 8310-2020.

CONFLICT OF INTEREST

No staff and/or contractors involved in the compilation of this report have declared a Conflict of Interest.

FINANCIAL IMPACT

Funding for supply of electricity to all facilities is included in Council's 2020/21 Budget.

It is anticipated that the annual electricity cost to Council for Large Tariff Sites will be $460,000 per annum based on the recommended one year green power contract offer for Desailly Street Corporate office, Wedge and The Port and four year contract for Aqua Energy.

It is anticipated that the annual electricity cost to Council for Unmetered Street Lighting will be $250,000 000 per annum based on the recommended four year contract pricing.

It is anticipated that the annual electricity cost to Council for Small Tariff sites will be in the range of $250,000 per annum based on the recommended three year contract pricing.

LEGISLATIVE IMPACT

Under Section 186 of the *Local Government Act* 1989 (the Act), Council is required to undertake a competitive process prior to entering into a contract. This Agency Agreement complies with the requirements of Section 186 of the Act.

COUNCIL PLAN IMPACT

The Council Plan 2017-21 Theme 2 Services & Infrastructure states the following strategic objective and related strategy:

Strategic Objective 2.2: *"Council assets are responsibly, socially, economically and sustainably managed."*

Strategy 2.2.2: *"Ensure that community facilities within the municipality continue to meet the expectations and service needs of all current and future residents."*

Strategy 2.2.3: *"Continue to maintain and enhance Council's built environment for public amenity and long-term sustainability."*

This report supports the above Council Plan strategic objective and strategy.

RESOURCES AND STAFF IMPACT

The Built Environment Unit will provide the staff and resources to manage this contract.

ENVIRONMENTAL IMPACT

Council has previously resolved to pursue a Power Purchase Agreement for renewable energy supply to Councils three largest energy use sites. For these large sites that are the subject of ongoing negotiations for a Power Purchase Agreement, it is recommend that a 12 month contract through the MAV process be accepted to enable a future PPA to be developed. These sites include Desailly Street, The Wellington Centre, and The Wedge.

The estimated saving over 12 months including use of Accredited Green Power is $15,565. This provides for emission savings of approximately 1,300 tonnes CO_2-e p.a. and achieves the green energy target as outlined in Councils Environmental Sustainability Strategy for the coming year.

Supply of Electricity to Large Sites (> 160 MWh p.a.)	MAV Tender EC8310-2020 (May 2020)

Notice of Acceptance Form
Large Electricity Sites (>160 MWh p.a.)
MAV Tender EC8310-2020

This letter is to notify our intention to purchase Electricity for **Large Buildings & Facilities Sites** and/or **Large Unmetered Public Lighting Sites (> 160 MWh p.a.)** from **ERM Power** for a **6**, **12**, **24, 36** or **48-month** period from **01 July 2020** (earliest) and/or **01 January 2021** (majority).

Purchases will be in accordance with the tender document issued through MAV following the Public Notice requesting Tenders for Supply of Electricity to Large sites (sites > 160 MWh p.a.) advertised in The Age and via Tenderlink on Saturday 4th of April 2020, the Tender submission from **ERM Power** on **07 May 2020**, and subsequent clarifications/confirmations.

ERM Power's Offer

Period*	ERM Power's Offer
☐ 06 Months Only X 12 Months Only ☐ 24 Months Only X 48 Months (Best Value Term) from the date of Transfer for sites commencing either 01-Jul-20 or 01-Jan-21 (majority)	12 Month Contract, 100% Green Power for: • 18 Desailly Street, NMI 6305940567; • 70 Foster Street, NMI VBBB001589, and • 100 Foster Street, NMI 6305685568. The remainder 48 Month Contract ERM Power's Fixed Pricing Proposal

*__Note__: Selected period must be in accordance with the contract term nominated on the MAV Agency Agreement form.

Our intention is subject to acceptance of this offer by council at a meeting on .....16 June 2020.....

Please arrange for initial contracts to be forwarded to TTEG for review.

Yours sincerely,

Signature:	
Name:	**Chris Hastie**
Position:	**General Manager Built & Natural Environment**
Council:	**Wellington Shire Council**
Postal Address:	**PO Box 506 Sale VIC 3850**
Contact phone:	**5142 3108**
Email:	**chrish@wellington.vic.gov.au**

ITEM C4.3 **MCMILLAN STREET EAST SPECIAL CHARGE STREET CONSTRUCTION SCHEME - DECLARATION OF SCHEME**

DIVISION: BUILT AND NATURAL ENVIRONMENT

ACTION OFFICER: MANAGER ASSETS AND PROJETS

DATE: 16 JUNE 2020

IMPACTS									
Financial	Communication	Legislative	Council Policy	Council Plan	Resources & Staff	Community	Environmental	Engagement	Risk Management
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

OBJECTIVE

The purpose of this report is for Council to consider to formally proceed with the proposed 'McMillan Street (East) Special Charge Street Construction Scheme Number 1904' by way of formal declaration as a Special Charge Scheme under section 163(1) of the *Local Government Act* for the construction of McMillan Street (East) in Stratford.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That:

1. ***Council, having considered that no submissions were received and no objections were lodged and having complied with the requirements of sections 163A,163B and 223 of the Local Government Act 1989 (the Act), and otherwise according to law, and having, so far as can be ascertained from available records and can reasonably be concluded, ascertained that McMillan Street (East), Stratford (Street) or any component of the Street has not previously been constructed by way of a special rate or charge], hereby proceeds to declare a Special Charge Scheme under section 163(1) of the Act (Scheme) in accordance with the Declaration of Special Charge (Declaration) attached to and forming a part of this Report, such Declaration being for the purposes of constructing the Street and providing all and any ancillary works, including underground drainage and vehicle crossings.***
2. ***Council directs that, under cover of a letter, a written notice, enclosing a notice of levy, be sent to all owners of properties included in the Scheme, including those who have made a submission and/or lodged an objection in writing, of the decision of Council to make the Declaration, and the reasons for the decision***
3. ***For the purposes of resolution 2, the reasons of Council for making the Declaration are that –***

   (a) There is minimal objection to the Scheme and it is otherwise considered that there is a broad level of support for the Scheme from property owners;

   (b) Council considers that it is acting in accordance with the functions, powers and objectives conferred on it under the Act, particularly in relation to the provision of proper, safe and suitable roads and property services in and for the Scheme area;

(c) All property owners who are liable or required to pay the Special Charge and the properties respectively owned and occupied by them will receive a special benefit in the form of an enhancement or maintenance in land values and/or a maintenance or enhancement in the use, occupation and enjoyment of the properties;

(d) The basis of distribution of the Special Charge amongst the property owners who are liable or required to pay the Special Charge is considered to be fair and reasonable;

(e) The works proposed by the Scheme are consistent with all and any policies and/or objectives set out in the planning scheme for the area; and

(f) The works proposed for the construction and drainage of the Street are necessary, reasonable, not excessive, sufficient, suitable and not costly, having regard to the locality or environment and the probable use of the Street.

4. The Chief Executive Officer (or any person for the time being acting in that position) be authorised to carry out any and all other administrative procedures necessary to enable Council to give effect to this resolution, including in relation to the levying of the Special Charge.

BACKGROUND

McMillan Street in Stratford is located within the residential area of Stratford (**Street)**. Currently the road east of Davis Street consists of a formed but unsealed gravel pavement of approximately 6m in width and 310m in length with irregular table drains. This road is primarily a rural type road, with the unsealed section extending for its full length east of Davis Street and includes a small section of Scott Street. The full length of the road is managed and maintained by Wellington Shire Council.

A formal investigation of a special charge scheme (**Scheme**) commenced following ongoing property owner concerns in relation to the maintenance grading regime for this street and has included preparation of concept designs and a cost estimation.

The proposed McMillan Street Construction Scheme would provide for the construction and sealing of the road to a 7.3m width. Kerb and channeling, improved drainage and stormwater management will form part of the proposed works.

The construction and sealing of McMillan Street (East) would reduce Council's need for maintenance intervention, while providing a higher level of service and safety for these abutting properties as well as the general public.

Specifically, it is considered that the properties which abut this section of McMillan Street will derive a special benefit by the proposed upgrade works, as a result of:

- A reduction in dust
- An enhancement the amenity of the area
- The creation of improved riding surfaces
- An improvement in access and egress from properties, and
- An improvement in drainage.

Following further investigation of potential methods to facilitate construction works in McMillan Street (East), it was concluded that a Special Charge Scheme, generally in line with Council's Residential Road and Street Construction Plan, was the preferred approach. As this process requires public advertising and community engagement and was otherwise considered to be an open and transparent process which informed the community of Council's financial contribution.

A public meeting was held on 18 September 2019 to outline the proposal and concept. A follow up letter was mailed out 3 October 2019 to each property owner following this public meeting, along with the apportionment amount and a survey form, to assess support for, or objection to, the scheme.

Results of the survey:

The results of the survey show that 90% of the property owners replied and 70% of property owners were in favour of the proposed scheme.

	SUPPORT SCHEME		OPPOSE SCHEME		DID NOT REPLY	
Property Owners (10)	7	70%	2	20%	1	10%
Properties (10)	7	70%	2	20%	1	10%

Based on these survey results, as the 70% in support exceeds the minimum level of required under the Residential Road and Street Construction Plan 2019' (being 60%), it is considered there was sufficient level of initial support for the proposed Special Charge Scheme to proceed.

FORMAL AND STATUTORY SUBMISSIONS AND OBJECTIONS

Following Council's previous resolution in relation to its intention to commence the statutory process to declare the Special Charge Scheme, a public notice was given in a newspaper circulating generally in the municipal district (Gippsland Times), and a separate written notice was given to all property owners regarding Council's proposal.

As a result of this, Council received no written submission/objection from any property owners within the Scheme area.

This Report now addresses whether or not Council wishes to proceed with the proposed 'McMillan Street (East) Special Charge Street Construction Scheme Number 1904' by way of formal declaration as a Special Charge Scheme under section 163(1) of the Act for the construction of McMillan Street (East) in Stratford, and related works, including drainage.

OPTIONS

Council has the following options available:

1. Progress the proposed special charge scheme through a full cost recovery apportionment method, by declaration of the Special Charge Scheme; or
2. Having trialed and considered other methods of apportionment, progress the proposed scheme through the 'fixed fee method' as outlined in Council's Residential Road and Street Construction Plan, by the declaration of the Special Charge Scheme; or
3. To not progress the declaration the Special Charge Scheme.

PROPOSAL

The proposal, which is now presented for Council's determination, is for Council to proceed with the proposed Special Charge Scheme generally through (and in accordance with) the funding

framework outlined in Council's 'Residential Road and Street Construction Plan' and to proceed to declare a Special Charge Scheme for the construction of the McMillan Street (East) in Stratford and for the provision of road construction and ancillary works, as outlined in this and the previous Reports which have been considered by Council.

CONFLICT OF INTEREST

No staff and/or contractors involved in the compilation of this report have declared a Conflict of Interest.

FINANCIAL IMPACT

Total costs applicable to the Special Charge scheme are estimated to be $685,000. The amount to be recovered under the scheme does not include GST.

Based on the funding framework within the Residential Road and Street Construction Plan and as otherwise considered by Council officers to be fair and reasonable based on total special benefits and community benefits to be provided by the works, $60,000.00 of the costs are to be apportioned to properties within the Special Charge scheme, with the balance funded by Council.

Amount apportioned to properties within scheme:	$ 60,000.00
Portion of cost to be recovered from Council as direct costs:	$ 625,000.00
Total estimated cost of scheme:	$685,000.00

There are no multiple property owners and there is no Crown Land or other non-rateable land located within the scheme boundary.

The resultant financial impact is a cost to Council estimated at $625,000, to be funded through the Roads to Recovery Program.

The method of apportioning the costs for this scheme is uniform and is based on access.

To confirm the reasonableness, fairness and appropriateness of the funding framework outlined in Council's Residential Road and Street Construction Plan and otherwise (as being the fairest and most reasonable method of distributing the proposed Special Charge amongst all of the property owners in the Scheme), Council Officers first trialed and considered a number of different methods of apportionment of the Special Charge. See **Schedule 2 (Methods 1 & 2) - Declaration Attachment.**

This has included the completion of a property apportionment based on access only and a combination of access and frontage to the Maximum Total Levy Amount as calculated using the Benefit Ratio calculated for this proposed special charge scheme. See **Maximum Total Levy Attachment**.

On this basis, the cost per property under such apportionment methods would have been between either $22,948 and $48,519 and $35,620, considerably more on an average per property owner basis than the method of distribution which is being proposed for Council's present consideration.

Accordingly, and in light of this 'comparative' work undertaken by Council officers, it is recommended to Council that the method of distributing the Special Charge amongst the property owners, as set out in this report (See **Method 3 in Schedule 2 - Declaration Attachment)**, is considered to be fair and reasonable.

Property owners liable to pay under the Special Charge scheme will only be invoiced following satisfactory completion of works. Options for payment include full payment within 45 days or 40

quarterly instalments (ten years), including an interest component aligned to Council's cost of finance.

COMMUNICATION IMPACT

A comprehensive public consultation process has been entered into with affected property owners including information letters, surveys and meetings. If the scheme progresses, then ongoing communication will continue with the recommendations of this report.

LEGISLATIVE IMPACT

This scheme has been prepared in accordance with Section 163, 163A, 163B of the Local Government Act 1989. Public notification will be in accordance with Sections 163 and 223 of the *Local Government Act 1989*. Submissions and objections to the scheme will be considered in accordance with Sections 163A, 163B and 223 of the *Local Government Act 1989.*

Section (2) of Section 163 of the *Local Government Act 1989* requires Council to determine:

(a) The total amount of the Special Charge to be levied; and
(b) The criteria to be used as the basis for declaring the special charge.

Section (2A) of Section 163 of the Local Government Act 1989 provides that for the purpose of Section (2) (a) the total amount of the Special Charge to be levied must not exceed the amount "S" where S = R x C and;

S = is the maximum total amount that may be levied from all the persons who are liable to pay the special rates or special charges.

R = is the benefit ratio determined by the Council in accordance with sub-section (2B).

C = is the total cost of the performance of the function or the exercise of the power under sub-section (1).

A determination for the purposes of complying with the requirements of sections 163(2)(a), (2A) and (2B) of the Act (which also satisfies the requirements of the Ministerial Guidelines) is included in this report as **Attachment Maximum Total Levy.**

COUNCIL POLICY IMPACT

The scheme has been prepared in accordance with Council's Special Charge Schemes – Roads, Street & Drainage Development Policy 4.2.4 and the 2019 Residential Road and Street Construction Plan.

COUNCIL PLAN IMPACT

The Council Plan 2017-21 Theme 2 Services & Infrastructure states the following strategic objective and related strategy:

Strategic Objective 2.4: *"Continued improvement to Wellington Shire's connectivity with further developed, accessible transport networks."*

Strategy 2.4.2: *"Continue to maintain and enhance Council's road assets infrastructure."*

This report supports the above Council Plan strategic objective and strategy.

RESOURCES AND STAFF IMPACT

Implementation of the scheme can be undertaken within the resources of the Assets & Projects unit with the assistance of external contract engineering support for the survey and design of the scheme. In the event the scheme is adopted by Council, construction will be carried out by an approved contractor via a tender process.

COMMUNITY IMPACT

Implementation of this scheme will have a general community benefit as it will result in McMillan Street, Stratford being fully sealed in line with current service standards. Community benefit is reflected in Council contribution toward the works outcome.

ENVIRONMENTAL IMPACT

Implementation of this scheme will have a positive environmental impact arising from the reduction of dust generated by vehicles as well as improved quality of storm water runoff.

ENGAGEMENT IMPACT

A comprehensive public consultation process has been entered into with affected property owners including:

- Information letter advising property owners of street works proposal 23 August 2019
- Public meeting held at Stratford, 18 September 2019
- Mail out survey to all property owners, 3 October 2019
- Formal public notice under sections 163B and 223 of the *Local Government Act 1989,* 14 April 2020.

RISK MANAGEMENT IMPACT

Implementation of the scheme will produce a substantial reduction in risk to motorists, cyclists and other road users through improved visibility (reduction of dust), improved road surfacing, properly identified through lanes and markings.

DECLARATION OF SPECIAL CHARGE

'McMillan Street (East), Stratford - Special Charge Street Construction Scheme Number 1904'

1. Wellington Shire Council (***Council***) proposes to declare a Special Charge (***Special Charge*** or ***Scheme***) under section 163(1) of the *Local Government Act 1989* (***Act***) for the purpose of defraying any expenses or repaying (with interest) any advance made to or any debt incurred or loan to be raised by Council in relation to the construction of McMillan Street east of Davis Street in Stratford (***Street***) and for providing all and any necessary ancillary works associated with the construction of the Road, including drainage. The Scheme, if declared, is to be known as the 'McMillan Street (East), Stratford - Special Charge Street Construction Scheme Number 1904'.

2. The criteria which will form the basis of the Declaration of the Special Charge are the ownership of rateable properties in the area of the Scheme (being properties within the 'residential area' of Stratford) and, based on the application of access benefit units, including having regard to the driveway access of those properties in the Scheme to McMillan Street (as the properties are set out in paragraphs 7 and 8 of the proposed declaration), the overall benefits which it is considered the properties in the Scheme (based on the physical and other benefits) will receive from the works to be provided under the Scheme.

3. In proposing the declaration of the Special Charge, Council is performing functions and exercising powers in relation to the peace, order and good government of the municipal district of the Shire of Wellington, in particular the provision of proper, safe and suitable roads and property services within the area for which the proposed Special Charge is to be declared (***Works***).

4. The total cost of the performance of the function and the exercise of the power by Council (in relation to the Works) is $685,000 and this amount is the total estimated cost of the Works to be undertaken by the Scheme.

5. The total amount to be levied under the Scheme as the Special Charge is $60,000

6. The Special Charge will commence on the date on which it is levied by Council and will remain in force for a period of 10 years

7. The area for which the Special Charge is to be declared is all of the land shown on the plan set out in the Schedule forming a part of this Declaration (being **Schedule 1**)

8. The land in relation to which the Special Charge is to be declared is all that rateable land described in the listing of rateable properties set in the Schedule forming a part of this Declaration of Special Charge (being **Schedule 2**)

9. The Special Charge will be assessed and levied in accordance with the amounts set out alongside each property in the Schedule forming a part of this Declaration (being **Schedule 2**), such amounts having been assessed and determined by Council as (and are based on) a fixed charge for each property having regard to access, including and in particular driveway access. Properties which have a shared driveway access to the street to be constructed via common property will have their access benefits calculated on the basis of 100% for the first property and 50% for each additional property (with access being apportioned to each of the properties so as to equal the sum of the percentages divided by the number of properties with common property access), and any other benefits.

   (More particularly, the Special Charge is to be apportioned to properties included in the Scheme on the basis of each property having a driveway access to the street to be constructed under the Scheme being apportioned one (1) Access Benefit Unit (ABU) and properties within an Owners Corporation with a shared driveway access to the street via common property being apportioned an Access Benefit Unit calculated on the basis of 100% for the first property and 50% for each additional property. The Access Benefit Unit is otherwise to be apportioned to each of these properties equaling the sum of the percentages divided by the number of properties with common property access.)

10. Subject to any further resolution of Council, the Special Charge will be levied by Council sending a notice in the prescribed form to the owners of the properties in the Scheme by which the Special Charge is to be paid –
    (a) In full amount within 45 days of the notice; or
    (b) By way of quarterly instalments in the manner set out in paragraph 11.

11. Because the performance of the function and the exercise of the power in respect of which the Special Charge is to be declared and levied relates substantially to the provision of capital works, special ratepayers will be given an instalment plan under which –
    (a) Quarterly instalments are to be paid over a 10 year period, or other such period as negotiated; and
    (b) Quarterly instalments will include a component for reasonable interest costs, the total of which will not exceed the estimated borrowing costs of Council in respect of the construction of the Road by more than 1 per cent.

12. Council will consider cases of financial and other hardship, and may consider other payment options for the Special Charge.

13. No incentives will be given for the payment of the Special Charge before the due date for payment.

14. Council considers that there will be a special benefit to the persons required to pay the Special Charge because there will be a benefit to those persons over and above, or greater than, the benefit that is available to persons who are not subject to the

proposed Special Charge, and directly and indirectly as a result of the expenditure proposed by the Special Charge, the value and the use, occupation and enjoyment of the properties included in the Scheme will be maintained or enhanced through the provision of proper, safe and suitable roads and property services. Without limitation, Council considers that the Works will –

(a) Reduce dust;
(b) Enhance the amenity and character of the land, and local area;
(c) Create improved riding surfaces for the Road;
(d) Improve access and egress from properties;
(e) Improve road drainage; and
(f) Improve road safety for motorists, cyclists.

15. For the purposes of having determined the total amount of the Special Charge to be levied under the Scheme, Council further considers and formally determines for the purposes of sections 163(2)(a), (2A) and (2B) of the Act that the estimated proportion of the total benefits of the Scheme to which the performance of the function and the exercise of the power relates (including all special and community benefits) that will accrue as special benefits to all persons who are liable to pay the Special Charge is in a ratio of 0.52 or 52%, noting however that, in the exercise of its discretions, Council has chosen to make a further contribution to the cost of the Works so as to arrive at a Revised Maximum Total Levy Amount of $60,000.

SCHEDULES TO DECLARATION

Schedule 1 - Scheme plan area

Schedule 2 - Listing of all properties with amount of special charges payable and showing manner of calculation of special charge apportionment;

Method 1 - Maximum Levy at 50% Access Benefit & 50% Frontage
Method 2 - Maximum Levy at 100% Access Benefit
Method 3 - Fixed Fee

Schedule 1

MCMILLAN STREET (EAST) – STRATFORD
PLAN OF SPECIAL CHARGE SCHEME AREA.

Scheme Boundary

Schedule 2

Method 1 - Maximum Levy at 50% Access Benefit & 50% Frontage

WELLINGTON SHIRE COUNCIL

McMILLAN STREET CONSTRUCTION SCHEME (EST. COST) - MAX LEVY AMOUNT - 50% ACCESS & 50% FRONTAGE

	ASSESS. No.	PARCEL No.	TITLE DETAILS	STREET ADDRESS	ACCESS BENEIFT UNITS	FRONTAGE	SIDEAGE & REARAGE	TOTAL APPORIONED LENGTH	ESTIMATED COST
			McMILLAN ST						
1	76935	27134	CA9 SEC42	82 McMillan Street STRATFORD VIC 3862	1	40.43	0.00	40.43	$35,006
2	391474	27132	CA7 SEC42	86 McMillan Street STRATFORD VIC 3862	1	51.9	0.00	51.90	$39,884
3	76927	27130	CA6 & 2 SEC42	90 McMillan Street STRATFORD VIC 3862	1	46.27	0.00	46.27	$37,489
4	409284	54715	Lot 8 PS548372	91-95 McMillan Street STRATFORD VIC 3862	1	72.2	0.00	72.20	$48,518
5	76919	27128	CA5 & 3 SEC42	94 McMillan Street STRATFORD VIC 3862	1	46.27	0.00	46.27	$37,489
6	407445	54714	Lot 7 PS548372	97 McMillan Street STRATFORD VIC 3862	1	32.96	0.00	32.96	$31,828
7	76901	27126	CA4 SEC42	100 McMillan Street STRATFORD VIC 3862	1	46.27	0.00	46.27	$37,489
			SCOTT ST						
8	78055	27275	CA1 SEC47	2 Scott Street STRATFORD VIC 3862	1	53.3	0.00	53.30	$40,479
			THOMSON ST						
9	78261	27301	CA1 SEC43	2 Thomson Street STRATFORD VIC 3862	1	0	56.89	17.07	$25,069
			BUCKLEY ST						
10	410365	56943	Lot 2 PS627867	4-6 Buckley Street STARTFORD VIC 3862	1	0	40.27	12.08	$22,948
				TOTALS	10	389.60	97.16	418.75	$356,200

TOTAL ESTIMATED COST OF SCHEME	$685,000	
COUNCIL CONTRIBUTION	$328,800	
ESTIMATED APPORTIONABLE AMOUNT	$356,200	Max Levy Amount
AMOUNT APPORTIONED TO ACCESS - 50%	$178,100	
AMOUNT APPORTIONED TO FRONTAGE - 50%	$178,100	
Apportioned Rate - (Access Benefit Units)	$17,810	per Access Benefit Unit
Apportioned Rate - (Abuttal Length)	$425	per Metre
Contribution Wellington Shire Council	$328,800	48%
Contribution Property Owners	$356,200	52%

Method 2 - Maximum Levy at 100% Access Benefit

WELLINGTON SHIRE COUNCIL

McMILLIAN STREET CONSTRUCTION SCHEME - APPORTIONMENT OF COST - MAX LEVY AMOUNT - ACCESS ONLY

	ASSESS NO.	PARCEL NO.	TITLE DETAILS	STREET ADDRESS	ACCESS BENEIFIT UNIT (ABU)	ABU FACTOR APPLIED FOR COMMON	APPORTIONED ABU's	SCHEME CONTRIBUTION RATE	AMOUNT DUE
			McMILLAN ST						
1	76935	27134	CA9 SEC42	82 McMillan Street STRATFORD VIC 3862	1		1	$35,620.00	**$35,620.00**
2	391474	27132	CA7 SEC42	86 McMillan Street STRATFORD VIC 3862	1		1	$35,620.00	**$35,620.00**
3	76927	27130	CA6 & 2 SEC42	90 McMillan Street STRATFORD VIC 3862	1		1	$35,620.00	**$35,620.00**
4	409284	54715	Lot 8 PS548372	91-95 McMillan Street STRATFORD VIC 3862	1		1	$35,620.00	**$35,620.00**
5	76919	27128	CA5 & 3 SEC42	94 McMillan Street STRATFORD VIC 3862	1		1	$35,620.00	**$35,620.00**
6	407445	54714	Lot 7 PS548372	97 McMillan Street STRATFORD VIC 3862	1		1	$35,620.00	**$35,620.00**
7	76901	27126	CA4 SEC42	100 McMillan Street STRATFORD VIC 3862	1		1	$35,620.00	**$35,620.00**
			SCOTT ST						
8	78055	27275	CA1 SEC47	2 Scott Street STRATFORD VIC 3862	1		1	$35,620.00	**$35,620.00**
			THOMSON ST						
9	78261	27301	CA1 SEC43	2 Thomson Street STRATFORD VIC 3862	1		1	$35,620.00	**$35,620.00**
			BUCKLEY ST						
10	410365	56943	Lot 2 PS627867	4-6 Buckley Street STARTFORD VIC 3862	1		1	$35,620.00	**$35,620.00**
				TOTALS	**10**		**10**		**$356,200.00**

TOTAL ESTIMATED COST OF SCHEME	**$685,000**	
COUNCIL CONTRIBUTION	**$328,800**	
APPORTIONED AMOUNT	**$356,200**	Max Levy Amount
Apportioned Rate (ABU)	$35,620	per access benefit

Method 3 – Fixed Fee - Access Benefit (Revised Maximun Levy)

WELLINGTON SHIRE COUNCIL

McMILLAN STREET CONSTRUCTION SCHEME - APPORTIONMENT OF COST - WITH REVISED MAX LEVY - ACCESS ONLY

	ASSESS NO.	PARCEL NO.	TITLE DETAILS	STREET ADDRESS	ACCESS BENEIFIT UNIT (ABU)	ABU FACTOR APPLIED FOR COMMON	APPORTIONED ABU's	SCHEME CONTRIBUTION RATE	AMOUNT DUE
			McMILLAN ST						
1	76935	27134	CA9 SEC42	82 McMillan Street STRATFORD VIC 3862	1		1	$6,000.00	**$6,000.00**
2	391474	27132	CA7 SEC42	86 McMillan Street STRATFORD VIC 3862	1		1	$6,000.00	**$6,000.00**
3	76927	27130	CA6 & 2 SEC42	90 McMillan Street STRATFORD VIC 3862	1		1	$6,000.00	**$6,000.00**
4	409284	54715	Lot 8 PS548372	91-95 McMillan Street STRATFORD VIC 3862	1		1	$6,000.00	**$6,000.00**
5	76919	27128	CA5 & 3 SEC42	94 McMillan Street STRATFORD VIC 3862	1		1	$6,000.00	**$6,000.00**
6	407445	54714	Lot 7 PS548372	97 McMillan Street STRATFORD VIC 3862	1		1	$6,000.00	**$6,000.00**
7	76901	27126	CA4 SEC42	100 McMillan Street STRATFORD VIC 3862	1		1	$6,000.00	**$6,000.00**
			SCOTT ST						
8	78055	27275	CA1 SEC47	2 Scott Street STRATFORD VIC 3862	1		1	$6,000.00	**$6,000.00**
			THOMSON ST						
9	78261	27301	CA1 SEC43	2 Thomson Street STRATFORD VIC 3862	1		1	$6,000.00	**$6,000.00**
			BUCKLEY ST						
10	410365	56943	Lot 2 PS627867	4-6 Buckley Street STARTFORD VIC 3862	1		1	$6,000.00	**$6,000.00**
				TOTALS	**10**		**10**		**$60,000.00**

TOTAL ESTIMATED COST OF SCHEME	**$685,000**
COUNCIL CONTRIBUTION	**$625,000**
APPORTIONED AMOUNT (Revised Max. Levy	**$60,000**
Apportioned Rate (ABU)	$6,000 per access benefit

MCMILLAN STREET (EAST), STRATFORD – SPECIAL CHARGE STREET CONSTRUCTION SCHEME NUMBER 1904

Determination under Sections 163(2)(a), (2A) and (2B) of the *Local Government Act 1989* – Calculation of Total Amount of Special Charges to be Levied ('Maximum Total Levy')

Introduction

Wellington Shire Council (***Council***) has a legacy of being required to deal with a number of issues associated with sub-standard roads and streets throughout the Shire. A key objective of Council is to renew and improve roads and streets within residential environments with a view to providing proper community infrastructure and improved amenity and liveability, and overall resident satisfaction.

Council has (following a review of its 'Residential Road and Street Construction Plan 2014') adopted the 'Residential Road and Street Construction Plan 2019' (***Plan***). As a strategic policy document, the Plan seeks to provide a sustainable budgetary response to the renewal and improvement of sub-standard roads and streets within residential environments throughout the Shire.

The proposed special charge scheme for the construction and improvement of McMillan Street and a short section of Scott Street in Stratford (to be known as the 'McMillan Street (East) - Special Charge Street Construction Scheme Number 1904') (***Special Charge*** or ***Scheme***) is consistent with, and otherwise supports, the Plan.

This determination is made by Council under and for the purposes of sections 163(2)(a), (2A) and (2B) of the *Local Government Act 1989* (***Act***). It addresses the calculation of the 'benefit ratio' in order to determine the total amount of the special charges that may be levied on those property owners who it is considered will receive a benefit from the proposed works through the imposition of the Special Charge ***('Maximum Total Levy')***.

The calculation of the Maximum Total Levy requires Council to –

- Calculate the total cost of the works; and
- Calculate the 'benefit ratio' based on reasonable estimates being made of –
    - i. The 'total special benefits' to the properties included in the Scheme (TSB(in));
    - ii. The 'total special benefits' to the properties not included in the Scheme (if any) (TSB(out)); and
    - iii. The 'total community benefits' (if any) to be provided by the Scheme (TCB).

A. Define Purpose

The purpose of the Special Charge Scheme is to defray an expense or to repay (with interest) an advance made to or a debt or loan to be raised by Council in connection with the construction, improvement and drainage of McMillan Street east of Davis Street and includes a small section of Scott Street in Stratford.

McMillan Street is located within a residential area and this section of McMillan Street east of Davis St, currently consists of a formed (but unsealed) gravel pavement of approximately 6m width and 310m in length, with irregular table drains. The road is primarily a rural-type road, with the unsealed section extending for the full length of the road. The road is managed and maintained by Council.

A formal investigation of the proposed Special Charge Scheme was commenced following ongoing property owner concerns and complaints in relation to Council's maintenance grading regime, which applied to the road. The initial work undertaken by Council in response to these concerns included the preparation of concept designs and an estimate of costs. Property owners were advised that, if implemented, the Scheme would provide for the construction and sealing of the road to a 7.3m width, with barrier kerbing, and improved drainage and stormwater management.

The construction and sealing of McMillan Street will reduce Council's need for ongoing maintenance intervention, while providing a higher level of service for property owners and the general public. Under Council's Road Management Plan, McMillan Street is designated as a 'Local Access A Road' and (as required by the Plan) 60% or more of property owners have expressed support for its construction.

Consistent with the Plan, it is considered that the 10 rateable properties which it is proposed will be included in the Scheme (and the general public) will benefit from the proposed works in the following ways –

- Improved amenity and liveability for residents and community through quality infrastructure and streetscape;
- Removal of dust and health related issues currently experienced in unsealed streets;
- Improved safety for motorists and pedestrians with modern road and path infrastructure, that is less exposed to rapid degradation;
- Decreased maintenance costs incurred by Council, through reduced demand associated with upkeep of poorly constructed roads, streets, drains and paths;
- Increased community satisfaction via the provision of infrastructure that meets expectations;
- Improved high density development opportunities in existing urban environments.

Following further investigation of potential methods to facilitate the construction works in McMillan Street, a further consideration of survey results and further meetings with property owners (who continue to show support for the Scheme), it has been concluded that a Special

Charge Scheme, generally in accordance with and supported by the Plan, is the preferred approach to facilitate the project outcomes.

B. Ensure Coherence

The proposed road and drainage improvement works to be located within the Scheme area will provide a special benefit to the 10 rateable property owners located within the Scheme boundaries, and are otherwise physically connected to the purpose set out in A.

C. Calculate Total Costs

The implementation of the Special Charge is regulated by section 163 of Act. Ministerial Guidelines made pursuant to the Act require Councils to be transparent about how they calculate the 'Maximum Total Levy'.

For this project, the Maximum Total Levy has been calculated in accordance with the Act and the Guidelines. The Maximum Total Levy, and other relevant information, is summarised in the table below.

Total Scheme Cost	**$685,000**
'Benefit Ratio' Determination	0.52
Maximum Total Levy Amount	$356,200
Further Council Contribution	$296,200
Revised Maximum Total Levy Amount	**$ 60,000**

D. Identify Special Beneficiaries

It is considered that all 10 rateable properties in the Scheme (as they are listed in the apportionment spreadsheet) will receive both road- and drainage-related special benefits from the proposed works.

The relevant special benefits which it is considered each property will receive are –

- Reduction in dust;
- Enhancement of the amenity and character of the land and local area;
- Creation of improved riding surfaces for the street;
- Improvement in access and egress from properties;
- Improved road drainage; and
- Improved road safety for motorists and cyclists.

The Scheme area (showing the 10 properties and the location of the road to be constructed) is shown in on the plan below.

E. Determine Properties to Include

For the purposes of calculating the Benefit Ratio, a notional benefit value – to be called a Benefit Unit (BU) – will be used. A BU is a deemed benefit equal to the *average* benefit for each and every property included in the Scheme. This average benefit is considered to comprise *both* access and amenity benefits.

It is considered that that all of the properties included within the Scheme will receive a benefit from the works to be provided under the Scheme (being 1 BU for each property), regardless (for the purposes of calculating the Benefit Ratio but not for the purposes of the final distribution of the Special Charge amongst the Special Charge contributors) and regardless of whether or not particular properties have subdivision or other development potential (or, in some cases, further subdivision or development potential). The BU so chosen has been broken up equally into both access benefit and amenity benefit (viz., 0.5 BU for 'improved access' and 0.5 BU for 'improved amenity').

F. Estimate Total Special Benefits

Total Special Benefit Units are defined as follows –

Total Special Benefits = Total Special Benefits In + Total Special Benefits Out, that is –

(**TSB = TSB $_{(in)}$ + TSB $_{(out)}$**)

TSB $_{(in)}$ has been calculated as follows –

Total Special Benefit Units In (TSB $_{(in)}$)	**Access (50%)**	**Amenity (50%)**
Total number of Rateable Properties in Scheme receiving Special Benefit and being required to pay the Special Charge (10)	0.5 x 10 = 5 BU	0.5 x 10 = 5 BU
TSB $_{(in)}$ =	**10 BU**	

TSB $_{(out)}$ has been calculated as follows –

Because –

- All of the properties in the Scheme (including common property) are rateable; and
- There are no properties in the Scheme receiving a special benefit which are not required to pay the Special Charge –

there are no **TSB $_{(out)}$** properties. **TSB $_{(out)}$** = 0

G. Estimate Total Community Benefit

In addition to establishing the Total Special Benefits for the Scheme, an assessment of any Community Benefit is also required to be undertaken in order to calculate the Maximum Total Levy.

In terms of assessing the level of any Community Benefit, it is generally considered that the works included in the Scheme will primarily benefit only those properties which are included within the Scheme boundary, and that accordingly the level of benefit to the broader community will be limited.

It is considered that the Community Benefit attributable to the proposed Scheme works will be generated from the broader community receiving some benefits which benefits (in the interest of fairness and equity) Council should be pay for (and not the special charge contributors).

The community benefits are considered to be –

- A wider use of McMillan Street following its construction;
- Improved drainage and water quality; and
- Reduced ongoing maintenance costs for Council.

Broader traffic use

To calculate the level of Community Benefit which it is considered will be attributable to persons who are not accessing or servicing the properties within the Scheme boundary (but who will nevertheless use the road for wider access purposes), an assessment of vehicle movements has been undertaken. It is estimated that there are 115 vehicle movements per day on the road (in its present form).

Based on these traffic movements, it is considered that the majority (if not all) of these vehicle movements relate to use by persons who are accessing or servicing the Special Benefit (in) properties the (based on an average of 8 vehicle movements per day). Therefore, the Total Special Benefits for 'road access' by the Special Benefit (in) properties is determined to be 5 BU (this is based on approximately 80 vehicle movements per day (10 x 8) (averaged out and give or take)).

Based on current traffic volumes (and any projected increases in traffic following construction of the road by persons not receiving special benefits), it is anticipated that the overall traffic on McMillan Street would not significantly increase, meaning that it is anticipated that there will no additional vehicle movements per day following construction of the road. Despite this, an allowance is made for what may be some increase in traffic movements and, accordingly, any projected increase in external traffic will account for the Total Community Benefit, and this will result in the calculation of the following BU's for any such traffic by the broader community.

Total Community Benefit Units for any broader traffic use of the road is calculated as follows–

$TCB_{traffic} = 5 \times (115 / 80)$

$TCB_{traffic} = 7.2$

Improved drainage and water quality

Sealing of the roads will result in improved drainage and better water quality. It is recommended therefore that **1 BU** be allowed for this benefit, which is however considered to be a marginal benefit.

$TCB_{drainage} = 1$

Reduced ongoing maintenance costs

There will be less ongoing maintenance costs for Council in having to care for and manage a sealed road, rather than an unsealed road: It is recommended therefore that **1 BU** be allowed for this benefit, which again is considered to be a marginal benefit.

$TCB_{maintenance} = 1$

Therefore,

$TCB_{total} = TCB_{traffic} + TCB_{drainage} + TCB_{maintenance}$

$= 7.2 + 1 + 1$

$TCB_{total} = 9.2$

H. Calculating the 'Benefit Ratio'

The Benefit Ratio is calculated as follows –

$$R = \frac{TSB_{(in)}}{TSB_{(in)} + TSB_{(out)} + TCB}$$

$= 10 / (10 + 0 + 9.2)$

$= 10 / 19.2$

Benefit Ratio = 0.52

I. Calculating the Maximum Total Levy

The following formula, as set out in the Act, is used to determine the Maximum Total Levy–

R x C = S

where –

R is the Benefit Ratio determined by Council;

C is the total Scheme cost; and

S is the Maximum Total Levy

Maximum Total Levy Amount (R x C = S)
0.52 x $685,000 = $356,200

Council <u>may</u> levy up to 52% of total costs, or **$356,200**

J. Other relevant considerations

Council notes that if it levies the Maximum Total Levy Amount of $356,200 the special charge contributors would be required to pay by way of special charges amounts which exceed the amounts set out in Council's Residential Road and Street Construction Plan 2019[1].

In the exercise of its discretions, and otherwise in accordance with the Plan (and the objectives which the Plan seeks to achieve), Council chooses to allocate a further amount of $296,200 in and towards the cost of the Scheme works, meaning that the Maximum Levy Amount to be charged to the Scheme will be $60,000 (***Revised Maximum Total Levy Amount***).

The Revised Maximum Total Levy Amount is to be apportioned amongst the property owners within the scheme area in accordance with the method of distribution of the Special Charge to be determined by Council in the declaration of the Special Charge.

[1] Refer to section 6.2 of the Plan by which a fixed rate contribution model of $6,000 has been proposed and adopted by Council for Major Urban Centres (like Stratford) where constructed roads are to be provided.

ITEM C4.4 **GUTHRIDGE PARADE SOUTH SPECIAL CHARGE STREET CONSTRUCTION SCHEME - DECLARATION OF SCHEME**

DIVISION: BUILT AND NATURAL ENVIRONMENT

ACTION OFFICER: MANAGER ASSETS AND PROJETS

DATE: 16 JUNE 2020

IMPACTS									
Financial	Communication	Legislative	Council Policy	Council Plan	Resources & Staff	Community	Environmental	Engagement	Risk Management
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

OBJECTIVE

The purpose of this report is for Council to consider to formally proceed with the proposed Guthridge Parade (South) Special Charge Street Construction Scheme Number 1903' by way of formal declaration as a Special Charge Scheme under section 163(1) of the *Local Government Act* for the construction of Guthridge Parade (South) in Sale.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That:

1. ***Council, having considered that no submissions were received and no objections were lodged and having complied with the requirements of sections 163A,163B and 223 of the Local Government Act 1989 (the Act), and otherwise according to law, and having, so far as can be ascertained from available records and can reasonably be concluded, ascertained that Guthridge Parade (South), Sale (Street) or any component of the Street has not previously been constructed by way of a special rate or charge, hereby proceeds to declare a Special Charge Scheme under section 163(1) of the Act (Scheme) in accordance with the Declaration of Special Charge (Declaration) attached to and forming a part of this Report, such Declaration being for the purposes of constructing the Street and providing all and any ancillary works, including underground drainage and vehicle crossings.***
2. ***Council directs that, under cover of a letter, a written notice, enclosing a notice of levy, be sent to all owners of properties included in the Scheme, including those who have made a submission and/or lodged an objection in writing, of the decision of Council to make the Declaration, and the reasons for the decision.***
3. ***For the purposes of resolution 2, the reasons of Council for making the Declaration are that –***

   (a) There is minimal objection to the Scheme and it is otherwise considered that there is a broad level of support for the Scheme from property owners;

   (b) Council considers that it is acting in accordance with the functions, powers and objectives conferred on it under the Act, particularly in relation to the provision of proper, safe and suitable roads and property services in and for the Scheme area;

(c) All property owners who are liable or required to pay the Special Charge and the properties respectively owned and occupied by them will receive a special benefit in the form of an enhancement or maintenance in land values and/or a maintenance or enhancement in the use, occupation and enjoyment of the properties;

(d) The basis of distribution of the Special Charge amongst the property owners who are liable or required to pay the Special Charge is considered to be fair and reasonable;

(e) The works proposed by the Scheme are consistent with all and any policies and/or objectives set out in the planning scheme for the area; and

(f) The works proposed for the construction and drainage of the Road are necessary, reasonable, not excessive, sufficient, suitable and not costly, having regard to the locality or environment and the probable use of the Road.

4. The Chief Executive Officer (or any person for the time being acting in that position) be authorised to carry out any and all other administrative procedures necessary to enable Council to give effect to this resolution, including in relation to the levying of the Special Charge.

BACKGROUND

Guthridge Parade in Sale is located within the residential area of Sale **(Street)**. Currently the road south of Montgomery Street consists of an undulating formed and sealed pavement of approximately 450m in length with irregular table drains. This road has a varying sealed width of approximately 5.5m to 6m width and is managed and maintained by Wellington Shire Council.

Guthridge Parade is a collector road and also provides the main entry and exit points into the Stephenson Park. The reserve provides for a range of sporting clubs and their activities. As a collector road the proposed street construction width allows for parallel parking along the western side of Guthridge Parade adjacent to the reserve. Additionally, improvements to the two entry points into the reserve may be undertaken concurrently with the street scheme. These entry road works within the reserve beyond the property line will be undertaken under a separately funded Council project.

A formal investigation of a special charge scheme **(Scheme)** commenced following ongoing property owner concerns in relation to the road and shoulder maintenance, and drainage issues and has included preparation of a concept design and a cost estimation. The proposed Guthridge Parade Construction Scheme would provide for the construction and sealing of the road to an 11m width. Kerb and channeling, improved drainage and stormwater management will form part of the proposed works.

The construction and widening of Guthridge Parade south of Montgomery Street would reduce Council's need for maintenance intervention, while providing a higher level of service and safety for these adjacent properties.

Specifically, it is considered that the properties which abut this section of Guthridge Parade will derive a special benefit by the proposed upgrade works, as a result of:

- An enhancement in the amenity and value of the area;
- The creation of improved riding surfaces;
- An improvement in access and egress from the properties; and

- An improvement in drainage.

Following further investigation of potential methods to facilitate construction works in Guthridge Parade (south), it was concluded that a Special Charge Scheme, generally in line with Council's Residential Road and Street Construction Plan, was the preferred approach. As this process requires public advertising and community engagement and was otherwise considered to be an open and transparent process which informed the community of Council's financial contribution.

A public meeting was held on 21 August 2019 to outline the proposal. A follow up letter was mailed out 20 September 2019 to each property owner following this public meeting, along with an apportionment amount and a survey form, to assess support for, or objection to, the scheme.

During this consultation, council officers were made aware that a financial contribution for the construction cost of kerb and channel and roadworks had previously been made to the City of Sale in 1991 for some properties. This contribution was paid as a requirement of a planning permit condition for a subdivision involving four lots (No's 36-44 Guthridge Parade). As a result, these four properties have been excluded from the scheme.

Results of the survey:

The results of the survey show that 100% of the property owners replied and 83% of property owners were in favour of the proposed scheme.

	SUPPORT SCHEME		OPPOSE SCHEME		DID NOT REPLY	
Property Owners (6)	5	83%	1	17%	0	0%
Properties (6)	5	83%	1	17%	0	0%

Council as the Crown Land Administrator over the Stephenson Park Reserve has not been included in the property owner surveys results.

Based on these survey results, as the 83% in support exceeds the minimum level of required under the Residential Road and Street Construction Plan 2019' (being 60%), it is considered there was sufficient level of initial support for the proposed Special Charge Scheme to proceed.

FORMAL AND STATUTORY SUBMISSIONS AND OBJECTIONS

Following Council's previous resolution in relation to its intention to commence the statutory process to declare the Special Charge Scheme, a public notice was given in a newspaper circulating generally in the municipal district (Gippsland Times), and separate written notice was given to all property owners concerning Council's proposal.

As a result of this, Council received no written submission/objection from any property owners within the Scheme area.

This Report now addresses whether or not Council wishes to proceed with the proposed 'Guthridge Parade (South) Special Charge Street Construction Scheme Number 1903' by way of formal declaration as a Special Charge Scheme under section 163(1) of the Act for the construction of Guthridge Parade (South) in Sale, and related works, including drainage.

OPTIONS

Council has the following options available:

1. Progress the proposed special charge scheme through a full cost recovery apportionment method, by declaration of the Special Charge Scheme
2. Having trialed and considered other methods of apportionment, progress the proposed scheme through the 'fixed fee method' as outlined in Council's Residential Road and Street Construction Plan, by declaration of the Special Charge Scheme
3. To not progress the declaration of the Special Charge Scheme.

PROPOSAL

The proposal, which is now presented for Council's determination, is for Council to proceed with the proposed Special Charge Scheme generally through (and in accordance with) the funding framework outlined in Council's 'Residential Road and Street Construction Plan' and to proceed to declare a Special Charge Scheme for the construction of Guthridge Parade (South) in Sale and for the provision of road construction and ancillary works, as outlined in this and the previous Reports which have been considered by Council.

CONFLICT OF INTEREST

No staff and/or contractors involved in the compilation of this report have declared a Conflict of Interest.

FINANCIAL IMPACT

Total costs applicable to the Special Charge scheme are estimated to be $902,000. The amount to be recovered under the scheme does not include GST.

Based on the funding framework within the Residential Road and Street Construction Plan and as otherwise considered by Council officers to be fair and reasonable based on total special benefits and community benefits to be provided by the works, $36,000.00 of the costs are to be apportioned to properties within the Special Charge scheme, with the balance funded by Council.

Amount apportioned to properties within scheme:	$ 36,000.00
Portion of cost to be recovered from Council as direct costs:	$866,000.00
Total estimated cost of scheme:	$902,000.00

There are no multiple property owners and there is Crown Land (administered by Council) on entire west side of the road located within the scheme boundary.

The resultant financial impact is a cost to Council estimated at $866,000 and is to be funded through the Roads to Recovery Program.

The method of apportioning the costs for this scheme is uniform and is based on access.

To confirm the reasonableness, fairness and appropriateness of the funding framework outlined in Council's Residential Road and Street Construction Plan and otherwise (as being the fairest and most reasonable method of distributing the proposed Special Charge amongst all of the property owners in the Scheme), Council Officers first trialed and considered a number of different methods of apportionment of the Special Charge. See **Schedule 2 (Methods 1 & 2) - Declaration Attachment**.

This has included the completion of a property apportionment based on access only and a combination of access and frontage to the Maximum Total Levy Amount as calculated using the Benefit Ratio calculated for this proposed special charge scheme. See **Maximum Total Levy Attachment**.

On this basis, the cost per property under such apportionment methods would have been between either $6,544 and $17,287 and $8,719.33, considerably more on an average per property owner basis than the method of distribution which is being proposed for Council's present consideration.

Accordingly, and in light of this 'comparative' work undertaken by Council officers, it is recommended to Council that the method of distributing the Special Charge amongst the property owners, as set out in this report (See **Method 3 in Schedule 2 – Declaration Attachment**), is considered to be fair and reasonable.

Property owners liable to pay under the Special Charge scheme will only be invoiced following satisfactory completion of works. Options for payment include full payment within 45 days or 40 quarterly instalments (ten years), including an interest component aligned to Councils cost of finance.

COMMUNICATION IMPACT

A comprehensive public consultation process has been entered into with affected property owners including information letters, surveys and meetings. If the scheme progresses, then ongoing communication will continue with the recommendations of this report.

LEGISLATIVE IMPACT

This scheme has been prepared in accordance with Section 163, 163A, 163B of the *Local Government Act 1989*. Public notification will be in accordance with Sections 163 and 223 of the *Local Government Act 1989*. Submissions and objections to the scheme will be considered in accordance with Sections 163A, 163B and 223 of the *Local Government Act 1989.*

Section (2) of Section 163 of the *Local Government Act 1989* requires Council to determine:

(c) The total amount of the Special Charge to be levied; and
(d) The criteria to be used as the basis for declaring the special charge.

Section (2A) of Section 163 of the *Local Government Act 1989* provides that for the purpose of Section (2) (a) the total amount of the Special Charge to be levied must not exceed the amount "S" where S = R x C and;

S = is the maximum total amount that may be levied from all the persons who are liable to pay the special rates or special charges.

R = is the benefit ratio determined by the Council in accordance with sub-section (2B).

C = is the total cost of the performance of the function or the exercise of the power under sub-section (1).

A determination for the purposes of complying with the requirements of sections 163(2)(a), (2A) and (2B) of the Act (which also satisfies the requirements of the Ministerial Guidelines) is included in this report as **Attachment Maximum Total Levy.**

COUNCIL POLICY IMPACT

The scheme has been prepared in accordance with Council's Special Charge Schemes – Roads, Street and Drainage Development Policy 4.2.4 and the 2019 Residential Road and Street Construction Plan.

COUNCIL PLAN IMPACT

The Council Plan 2017-21 Theme 2 Services and Infrastructure states the following strategic objective and related strategy:

> **Strategic Objective 2.4:** *"Continued improvement to Wellington Shire's connectivity with further developed, accessible transport networks."*
>
> Strategy 2.4.2: *"Continue to maintain and enhance Council's road assets infrastructure."*

This report supports the above Council Plan strategic objective and strategy.

RESOURCES AND STAFF IMPACT

Implementation of the scheme can be undertaken within the resources of the Assets and Projects unit with the assistance of external contract engineering support for the survey and design of the scheme. In the event the scheme is adopted by Council, construction will be carried out by an approved contractor via a tender process.

COMMUNITY IMPACT

Implementation of this scheme will have a general community impact as it will result in Guthridge Parade, Sale being fully constructed in line with current service standards. Community benefit is reflected in Council contribution toward the works outcome.

ENVIRONMENTAL IMPACT

Implementation of this scheme will have a positive environmental impact arising from the reduction of dust generated by vehicles as well as improved quality of storm water runoff.

ENGAGEMENT IMPACT

A comprehensive public consultation process has been entered into with affected property owners including:

- Information letter advising property owners of street works proposal 7 August 2019
- Public meeting held at Sale, 21 August 2019
- Mail out survey of all property owners, 20 September 2019
- Follow up phone calls and emails requesting replies to the survey.
- Formal public notice under sections 163B and 223 of the *Local Government Act 1989,* 14 April 2020.

RISK MANAGEMENT IMPACT

Implementation of the scheme will produce a substantial reduction in risk to motorists, cyclists and other road users through improved visibility, improved road surfacing, properly identified through lanes and markings.

DECLARATION OF SPECIAL CHARGE

'Guthridge Parade (South), Sale - Special Charge Street Construction Scheme Number 1903'

1. Wellington Shire Council (***Council***) proposes to declare a Special Charge (***Special Charge*** or ***Scheme***) under section 163(1) of the *Local Government Act 1989* (***Act***) for the purpose of defraying any expenses or repaying (with interest) any advance made to or any debt incurred or loan to be raised by Council in relation to the construction of Guthridge Parade south of Montgomery Street in Sale (***Street***) and for providing all and any necessary ancillary works associated with the construction of the street, including drainage. The Scheme, if declared, is to be known as the 'Guthridge Parade (South), Sale - Special Charge Street Construction Scheme Number 1903'.

2. The criteria which will form the basis of the Declaration of the Special Charge are the ownership of rateable properties in the area of the Scheme (being properties within the 'residential area' of Sale) and, based on the application of access benefit units, including having regard to the driveway access of those properties in the Scheme to Guthridge Parade (as the properties are set out in paragraphs 7 and 8 of the proposed declaration), the overall benefits which it is considered the properties in the Scheme (based on the physical and other benefits) will receive from the works to be provided under the Scheme.

3. In proposing the declaration of the Special Charge, Council is performing functions and exercising powers in relation to the peace, order and good government of the municipal district of the Shire of Wellington, in particular the provision of proper, safe and suitable roads and property services within the area for which the proposed Special Charge is to be declared (***Works***).

4. The total cost of the performance of the function and the exercise of the power by Council (in relation to the Works) is $902,000 and this amount is the total estimated cost of the Works to be undertaken by the Scheme.

5. The total amount to be levied under the Scheme as the Special Charge is $36,000

6. The Special Charge will commence on the date on which it is levied by Council and will remain in force for a period of 10 years

7. The area for which the Special Charge is to be declared is all of the land shown on the plan set out in the Schedule forming a part of this proposed declaration (being **Schedule 1**)

8. The land in relation to which the Special Charge is to be declared is all that rateable land described in the listing of rateable properties set in the Schedule forming a part of this Declaration of Special Charge (being **Schedule 2**)

9. The Special Charge will be assessed and levied in accordance with the amounts set out alongside each property in the Schedule forming a part of this declaration (being **Schedule 2**), such amounts having been assessed and determined by Council as (and are based on) a fixed charge for each property having regard to access, including and in particular driveway access. Properties which have a shared driveway access to the street to be constructed via common property will have their access benefits calculated on the basis of 100% for the first property and 50% for each additional property (with access being apportioned to each of the properties so as to equal the sum of the percentages divided by the number of properties with common property access), and any other benefits.

   (More particularly, the Special Charge is to be apportioned to properties included in the Scheme on the basis of each property having a driveway access to the street to be constructed under the Scheme being apportioned one (1) Access Benefit Unit (ABU) and properties within an Owners Corporation with a shared driveway access to the street via common property being apportioned an Access Benefit Unit calculated on the basis of 100% for the first property and 50% for each additional property. The Access Benefit Unit is otherwise to be apportioned to each of these properties equaling the sum of the percentages divided by the number of properties with common property access.)

10. Subject to any further resolution of Council, the Special Charge will be levied by Council sending a notice in the prescribed form to the owners of the properties in the Scheme by which the Special Charge is to be paid –
    (a) In full amount within 45 days of the notice; or
    (b) By way of quarterly instalments in the manner set out in paragraph 11.

11. Because the performance of the function and the exercise of the power in respect of which the Special Charge is to be declared and levied relates substantially to the provision of capital works, special ratepayers will be given an instalment plan under which –
    (a) Quarterly instalments are to be paid over a 10 year period, or other such period as negotiated; and
    (b) Quarterly instalments will include a component for reasonable interest costs, the total of which will not exceed the estimated borrowing costs of Council in respect of the construction of the Road by more than 1 per cent.

12. Council will consider cases of financial and other hardship, and may consider other payment options for the Special Charge.

13. No incentives will be given for the payment of the Special Charge before the due date for payment.

14. Council considers that there will be a special benefit to the persons required to pay the Special Charge because there will be a benefit to those persons over and above, or greater than, the benefit that is available to persons who are not subject to the

proposed Special Charge, and directly and indirectly as a result of the expenditure proposed by the Special Charge, the value and the use, occupation and enjoyment of the properties included in the Scheme will be maintained or enhanced through the provision of proper, safe and suitable roads and property services. Without limitation, Council considers that the Works will –

(a) Enhance the amenity and character of the land, and local area;
(b) Create improved riding surfaces for the Road;
(c) Improve access and egress from properties;
(d) Improve road drainage; and
(e) Improve road safety for motorists, cyclists.

15. For the purposes of having determined the total amount of the Special Charge to be levied under the Scheme, Council further considers and formally determines for the purposes of sections 163(2)(a), (2A) and (2B) of the Act that the estimated proportion of the total benefits of the Scheme to which the performance of the function and the exercise of the power relates (including all special and community benefits) that will accrue as special benefits to all persons who are liable to pay the Special Charge is in a ratio of 0.058 or 5.8%, noting however that, in the exercise of its discretions, Council has chosen to make a further contribution to the cost of the Works so as to arrive at a Revised Maximum Total Levy Amount of $36,000.

SCHEDULES TO DECLARATION

Schedule 1 - Scheme plan area

Schedule 2 - Listing of all properties with amount of special charges payable and showing manner of calculation of special charge apportionment;

Method 1 - Maximum Levy at 50% Access Benefit & 50% Frontage
Method 2 - Maximum Levy at 100% Access Benefit
Method 3 - Fixed Fee

Schedule 1

GUTHRIDGE PARADE – SALE
PLAN OF SPECIAL CHARGE SCHEME AREA.

Scheme Boundary

Schedule 2

Method 1 - Maximum Levy at 50% Access Benefit & 50% Frontage

WELLINGTON SHIRE COUNCIL

GUTHRIDGE PARADE CONSTRUCTION SCHEME (EST. COST) - MAX LEVY AMOUNT - 50% ACCESS & 50% FRONTAGE

	ASSESS. No.	PARCEL No.	TITLE DETAILS	STREET ADDRESS	ACCESS BENEIFT UNITS	FRONTAGE	SIDEAGE & REARAGE	TOTAL APPORIONED LENGTH	ESTIMATED COST
			GUTHRIDGE PDE						
1	39263	4458	CA1 SEC1	10 - 22 Guthridge Parade SALE VIC 3850	1	100.60	0.00	100.60	**$17,287.67**
2	375089	47052	Lot 2 PS410231	24 Guthridge Parade SALE VIC 3850	1	18.52	0.00	18.52	**$6,739.65**
3	428318	59296	Lot 3 PS717815	34 Guthridge Parade SALE VIC 3850	1	18.00	0.00	18.00	**$6,672.83**
4	39305	4464	Lot 1 LP123605	46 Guthridge Parade SALE VIC 3850	1	24.77	0.00	24.77	**$7,542.83**
5	39313	4465	Lot 2 LP123605	48 Guthridge Parade SALE VIC 3850	1	24.66	0.00	24.66	**$7,528.70**
6	443150	59844	Lot 2 PS729754	50 Guthridge Parade SALE VIC 3850	1	17.00	0.00	17.00	**$6,544.32**
				TOTALS	**6**	**203.55**	**0.00**	**203.55**	**$52,316**

TOTAL ESTIMATED COST OF SCHEME	$902,000	
COUNCIL CONTRIBUTION	$849,684	
ESTIMATED APPORTIONABLE AMOUNT	**$52,316**	
AMOUNT APPORTIONED TO ACCESS - 50%	$26,158	
AMOUNT APPORTIONED TO FRONTAGE - 50%	$26,158	
Apportioned Rate - (Access Benefit Units)	$4,360	per Access Benefit Unit
Apportioned Rate - (Abuttal Length)	$129	per Metre
Contribution Wellington Shire Council	$849,684	94%
Contribution Property Owners	$52,316	6%

WELLINGTON SHIRE COUNCIL

GUTHRIDGE PARADE CONSTRUCTION SCHEME - APPORTIONMENT OF COST - MAX LEVY AMOUNT - ACCESS ONLY

	ASSESS NO.	PARCEL NO.	TITLE DETAILS	STREET ADDRESS	ACCESS BENEIFIT UNIT (ABU)	ABU FACTOR APPLIED FOR COMMON	APPORTIONED ABU's	SCHEME CONTRIBUTION RATE	AMOUNT DUE
			GUTHRIDGE PDE						
1	39263	4458	CA1 SEC1	10 - 22 Guthridge Parade SALE VIC 3850	1		1	$8,719.33	**$8,719.33**
2	375089	47052	Lot 2 PS410231	24 Guthridge Parade SALE VIC 3850	1		1	$8,719.33	**$8,719.33**
3	428318	59296	Lot 3 PS717815	34 Guthridge Parade SALE VIC 3850	1		1	$8,719.33	**$8,719.33**
4	39305	4464	Lot 1 LP123605	46 Guthridge Parade SALE VIC 3850	1		1	$8,719.33	**$8,719.33**
5	39313	4465	Lot 2 LP123605	48 Guthridge Parade SALE VIC 3850	1		1	$8,719.33	**$8,719.33**
6	443150	59844	Lot 2 PS729754	50 Guthridge Parade SALE VIC 3850	1		1	$8,719.33	**$8,719.33**
				TOTALS	**6**		**6**		**$52,316.00**

TOTAL ESTIMATED COST OF SCHEME	**$902,000**
COUNCIL CONTRIBUTION	**$849,684**
APPORTIONED AMOUNT (Maximun Levy)	**$52,316**
Apportioned Rate (ABU)	$8,719 per access benefit

WELLINGTON SHIRE COUNCIL

GUTHRIDGE PARADE CONSTRUCTION SCHEME - APPORTIONMENT OF COST - WITH REVISED MAX LEVY AMOUNT - ACCESS ONLY

	ASSESS NO.	PARCEL NO.	TITLE DETAILS	STREET ADDRESS	ACCESS BENEIFIT UNIT (ABU)	ABU FACTOR APPLIED FOR COMMON	APPORTIONED ABU's	SCHEME CONTRIBUTION RATE	AMOUNT DUE
			GUTHRIDGE PDE						
1	39263	4458	CA1 SEC1	10 - 22 Guthridge Parade SALE VIC 3850	1		1	$6,000.00	**$6,000.00**
2	375089	47052	Lot 2 PS410231	24 Guthridge Parade SALE VIC 3850	1		1	$6,000.00	**$6,000.00**
3	428318	59296	Lot 3 PS717815	34 Guthridge Parade SALE VIC 3850	1		1	$6,000.00	**$6,000.00**
4	39305	4464	Lot 1 LP123605	46 Guthridge Parade SALE VIC 3850	1		1	$6,000.00	**$6,000.00**
5	39313	4465	Lot 2 LP123605	48 Guthridge Parade SALE VIC 3850	1		1	$6,000.00	**$6,000.00**
6	443150	59844	Lot 2 PS729754	50 Guthridge Parade SALE VIC 3850	1		1	$6,000.00	**$6,000.00**
				TOTALS	**6**		**6**		**$36,000.00**

TOTAL ESTIMATED COST OF SCHEME	**$902,000**
COUNCIL CONTRIBUTION	**$866,000**
APPORTIONED AMOUNT (Maximun Levy)	**$36,000**
Apportioned Rate (ABU)	$6,000 per access benefit

GUTHRIDGE PARADE (SOUTH), SALE – SPECIAL CHARGE STREET CONSTRUCTION SCHEME NUMBER 1903

Determination under Sections 163(2)(a), (2A) and (2B) of the *Local Government Act 1989* – Calculation of Total Amount of Special Charges to be Levied ('Maximum Total Levy')

Introduction

Wellington Shire Council (***Council***) has a legacy of being required to deal with a number of issues associated with sub-standard roads and streets throughout the Shire. A key objective of Council is to renew and improve roads and streets within residential environments with a view to providing proper community infrastructure and improved amenity and liveability, and overall resident satisfaction.

Council has (following a review of its 'Residential Road and Street Construction Plan 2014') adopted the 'Residential Road and Street Construction Plan 2019' (***Plan***). As a strategic policy document, the Plan seeks to provide a sustainable budgetary response to the renewal and improvement of sub-standard roads and streets within residential environments throughout the Shire.

The proposed special charge scheme for the construction and improvement of Guthridge Parade in Sale (to be known as the 'Guthridge Parade (South) - Special Charge Street Construction Scheme Number 1903') (***Special Charge*** or ***Scheme***) is consistent with, and otherwise supports, the Plan.

This determination is made by Council under and for the purposes of sections 163(2)(a), (2A) and (2B) of the *Local Government Act 1989* (***Act***). It addresses the calculation of the 'benefit ratio' in order to determine the total amount of the special charges that may be levied on those property owners who it is considered will receive a benefit from the proposed works through the imposition of the Special Charge ***('Maximum Total Levy')***.

The calculation of the Maximum Total Levy requires Council to –

- Calculate the total cost of the works; and
- Calculate the 'benefit ratio' based on reasonable estimates being made of –
    - i. The 'total special benefits' to the properties included in the Scheme (TSB(in));
    - ii. The 'total special benefits' to the properties not included in the Scheme (if any) (TSB(out)); and
    - iii. The 'total community benefits' (if any) to be provided by the Scheme (TCB).

A. Define Purpose

The purpose of the Special Charge Scheme is to defray an expense or to repay (with interest) an advance made to or a debt or loan to be raised by Council in connection with the construction, improvement and drainage of Guthridge Parade south of Montgomery Street in Sale.

Guthridge Parade (south of Montgomery Street) is located within a residential area and currently consists of a formed sealed pavement of approximately 5.5m in width and 450m in length, with irregular table drains. This section of road is primarily a rural-type road in appearance, with an undulating sealed section extending for the full length of the road. The road is managed and maintained by Council.

A formal investigation of the proposed Special Charge Scheme was commenced following ongoing property owner concerns and complaints in relation to Council's maintenance regime, which applied to the road, road shoulders and surface drainage. The initial work undertaken by Council in response to these concerns included a site survey, the preparation of concept designs and an estimate of costs. Property owners were advised that, if implemented, the Scheme would provide for the construction and sealing of the road to a 11m width, with barrier kerbing, and improved drainage and stormwater management.

The construction and sealing of Guthridge Parade will reduce Council's need for ongoing maintenance intervention, while providing a higher level of service for property owners and the general public. Under Council's Road Management Plan, Guthridge Parade is designated as a 'Collector Road' and (as required by the Plan) 60% or more of property owners have expressed support for its construction.

Consistent with the Plan, it is considered that the 6 rateable properties which it is proposed will be included in the Scheme (and the general public) will benefit from the proposed works in the following ways –

- Improved amenity and liveability for residents and community through quality infrastructure and streetscape;
- Removal of health related issues currently experienced in poorly drained streets;
- Improved safety for motorists and pedestrians with modern road and path infrastructure, that is less exposed to rapid degradation;
- Decreased maintenance costs incurred by Council, through reduced demand associated with upkeep of poorly constructed roads, streets, drains and paths;
- Increased community satisfaction via the provision of infrastructure that meets expectations;
- Improved high density development opportunities in existing urban environments.

Following further investigation of potential methods to facilitate the construction works in Guthridge Parade, a further consideration of survey results and further meetings with property owners (who continue to show support for the Scheme), it has been concluded that

a Special Charge Scheme, generally in accordance with and supported by the Plan, is the preferred approach to facilitate the project outcomes.

B. Ensure Coherence

The proposed road and drainage improvement works to be located within the Scheme area will provide a special benefit to the 6 rateable property owners located within the Scheme boundaries, and are otherwise physically connected to the purpose set out in A.

C. Calculate Total Costs

The implementation of the Special Charge is regulated by section 163 of Act. Ministerial Guidelines made pursuant to the Act require Councils to be transparent about how they calculate the 'Maximum Total Levy'.

For this project, the Maximum Total Levy has been calculated in accordance with the Act and the Guidelines. The Maximum Total Levy, and other relevant information, is summarised in the table below.

Total Scheme Cost	**$ 902,000**
'Benefit Ratio' Determination	0.058 or 5.8%
Maximum Total Levy Amount	$ 52,316
Further Council Contribution	$ 16,316
Revised Maximum Total Levy Amount	**$ 36,000**

D. Identify Special Beneficiaries

It is considered that all 6 rateable properties in the Scheme (as they are listed in the apportionment spreadsheet) will receive both road- and drainage-related special benefits from the proposed works.

The relevant special benefits which it is considered each property will receive are –

- Enhancement of the amenity and character of the land and local area;
- Creation of improved riding surfaces for the street;
- Improvement in access and egress from properties;
- Improved road drainage; and
- Improved road safety for motorists and cyclists.

The Scheme area (showing the 6 properties and the location of the road to be constructed) is shown in on the plan below.

E. Determine Properties to Include

For the purposes of calculating the Benefit Ratio, a notional benefit value – to be called a Benefit Unit (BU) – will be used. A BU is a deemed benefit equal to the *average* benefit for each and every property included in the Scheme. This average benefit is considered to comprise *both* access and amenity benefits.

It is considered that that all of the properties included within the Scheme will receive a benefit from the works to be provided under the Scheme (being 1 BU for each property), regardless (for the purposes of calculating the Benefit Ratio but not for the purposes of the final distribution of the Special Charge amongst the Special Charge contributors) and regardless of whether or not particular properties have subdivision or other development potential (or, in some cases, further subdivision or development potential). The BU so chosen has been broken up equally into both access benefit and amenity benefit (viz., 0.5 BU for 'improved access' and 0.5 BU for 'improved amenity').

F. Estimate Total Special Benefits

Total Special Benefit Units are defined as follows –

Total Special Benefits = Total Special Benefits In + Total Special Benefits Out, that is –

($TSB = TSB_{(in)} + TSB_{(out)}$)

$TSB_{(in)}$ has been calculated as follows –

Total Special Benefit Units In ($TSB_{(in)}$)	**Access (50%)**	**Amenity (50%)**
Total number of Rateable Properties in Scheme receiving Special Benefit and being required to pay the Special Charge (6)	0.5 x 6 = 3 BU	0.5 x 6 = 3 BU
$TSB_{(in)}$ =	**6 BU**	

$TSB_{(out)}$ has been calculated as follows –

Because –

- All of the properties in the Scheme (including common property) are rateable; and
- There is one property (Council as administrator of Stephenson Reserve) in the Scheme receiving a special benefit which are not required to pay the Special Charge–

$TSB_{(out)}$ = 1

G. Estimate Total Community Benefit

In addition to establishing the Total Special Benefits for the Scheme, an assessment of any Community Benefit is also required to be undertaken in order to calculate the Maximum Total Levy.

In terms of assessing the level of any Community Benefit, it is generally considered that the works included in the Scheme will primarily benefit only those properties which are included within the Scheme boundary, and that accordingly the level of benefit to the broader community will be limited.

It is considered that the Community Benefit attributable to the proposed Scheme works will be generated from the broader community receiving some benefits which benefits (in the interest of fairness and equity) Council should be pay for (and not the special charge contributors).

The community benefits are considered to be –

- A wider use of Guthridge Parade following its construction;
- Improved drainage and water quality; and
- Reduced ongoing maintenance costs for Council.

Broader traffic use

To calculate the level of Community Benefit which it is considered will be attributable to persons who are not accessing or servicing the properties within the Scheme boundary (but who will nevertheless use the road for wider access purposes), an assessment of vehicle movements has been undertaken. It is estimated that there are 950 vehicle movements per day on the road (in its present form).

Based on these traffic movements, it is considered that the majority (if not all) of these vehicle movements relate to use by persons who are accessing or servicing the Special Benefit (in) properties the (based on an average of 10 vehicle movements per day). Therefore, the Total Special Benefits for 'road access' by the Special Benefit (in) properties is determined to be 6 BU (this is based on approximately 60 vehicle movements per day (6 x 10) averaged out and give or take)).

Based on current traffic volumes (and any projected increases in traffic following construction of the road by persons not receiving special benefits), it is anticipated that the overall traffic on Guthridge Parade would not significantly increase, meaning that it is anticipated that there will no additional vehicle movements per day following construction of the road. Despite this, an allowance is made for what may be some increase in traffic movements and, accordingly, any projected increase in external traffic will account for the Total Community Benefit, and this will result in the calculation of the following BU's for any such traffic by the broader community.

Total Community Benefit Units for any broader traffic use of the road is calculated as follows–

$TCB_{traffic} = 6 \times (950 / 60)$

$TCB_{traffic} = 95$

Improved drainage and water quality

Sealing of the roads will result in improved drainage and better water quality. It is recommended therefore that **1 BU** be allowed for this benefit, which is however considered to be a marginal benefit.

$TCB_{drainage} = 1$

Reduced ongoing maintenance costs

There will be less ongoing maintenance costs for Council in having to care for and manage a sealed road, rather than an unsealed road: It is recommended therefore that **1 BU** be allowed for this benefit, which again is considered to be a marginal benefit.

$TCB_{maintenance} = 1$

Therefore,

$TCB_{total} = TCB_{traffic} + TCB_{drainage} + TCB_{maintenance}$

$= 95 + 1 + 1$

$TCB_{total} = 97$

H. Calculating the 'Benefit Ratio'

The Benefit Ratio is calculated as follows –

$$R = \frac{TSB_{(in)}}{TSB_{(in)} + TSB_{(out)} + TCB}$$

$= 6 / (6 + 1 + 97)$

$= 6 / 104$

Benefit Ratio = 0.058

I. Calculating the Maximum Total Levy

The following formula, as set out in the Act, is used to determine the Maximum Total Levy–

R x C = S

where –

R is the Benefit Ratio determined by Council;

C is the total Scheme cost; and

S is the Maximum Total Levy

Maximum Total Levy Amount (R x C = S)
0.058 x $902,000 = $52,316

Council <u>may</u> levy up to 5.8% of total costs, or **$52,316**

J. Other relevant considerations

Council notes that if it levies the Maximum Total Levy Amount of $52,316 the special charge contributors would be required to pay by way of special charges amounts which exceed the amounts set out in Council's Residential Road and Street Construction Plan 2019[1].

In the exercise of its discretions, and otherwise in accordance with the Plan (and the objectives which the Plan seeks to achieve), Council chooses to allocate a further amount of $16,316 in and towards the cost of the Scheme works, meaning that the Maximum Levy Amount to be charged to the Scheme will be $36,000 (***Revised Maximum Total Levy Amount***).

The Revised Maximum Total Levy Amount is to be apportioned amongst the property owners within the scheme area in accordance with the method of distribution of the Special Charge to be determined by Council in the declaration of the Special Charge.

[1] Refer to section 6.2 of the Plan by which a fixed rate contribution model of $6,000 has been proposed and adopted by Council for Major Urban Centres (like Sale) where constructed roads are to be provided.

C5 - REPORT

GENERAL MANAGER COMMUNITY AND CULTURE

ITEM C5.1 **GORDON STREET RECREATION RESERVE COMMITTEE OF MANAGEMENT MINUTES**

DIVISION: COMMUNITY AND CULTURE

ACTION OFFICER: MANAGER ASSETS AND PROJECTS

DATE: 16 JUNE 2020

IMPACTS									
Financial	Communication	Legislative	Council Policy	Council Plan	Resources & Staff	Community	Environmental	Engagement	Risk Management
		✓	✓	✓					

OBJECTIVE

For Council to receive the minutes from the Gordon Street Recreation Reserve Committee of Management's General Meeting held on 27 April 2020.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council receive the minutes from the Gordon Street Recreation Reserve Committee of Management's General Meeting held on 27 April 2020.

BACKGROUND

The Gordon Street Recreation Reserve Committee of Management is a Special Committee of Council under Section 86 of the *Local Government Act 1989* and operates within the provisions of a Council approved Instrument of Delegation.

The objectives of the Special Committee are:

1. To manage, operate and maintain the Gordon Street Recreation Reserve for the community in an efficient, effective and practical manner.
2. To undertake activities designed to protect, promote, utilise and develop the Gordon Street Recreation Reserve for the use and enjoyment of the local community in line with Council policy and relevant Council strategic documents.
3. To keep the Council informed on the operations, improvements and advancements of the Gordon Street Recreation Reserve by forwarding copies of all minutes of all ordinary and extraordinary meetings and the Annual Report.
4. To set, maintain and collect appropriate user charges.
5. To ensure that the Gordon Street Recreation Reserve's capital assets are adequately maintained.
6. To provide advice to Council on matters relating to the Gordon Street Recreation Reserve.

As provided under the Committee's Instrument of Delegation the minutes of all meetings are to be presented to Council and highlight the day to day activities being undertaken by the Committee.

Conflict of Interest: It was noted that conflicts of interest were called for at the commencement of the Ordinary Meeting, with no conflicts being declared. Meetings held by the Gordon Street Recreation Reserve Committee of Management are open to the public.

OPTIONS

Council has the following options available:

1. Receive the minutes from the Gordon Street Recreation Reserve Committee of Management's General Meeting held on 27 April 2020; or
2. Seek further information to be considered at a future Council Meeting.

PROPOSAL

That Council receive the minutes from the Gordon Street Recreation Reserve Committee of Management's General Meeting held on 27 April 2020.

CONFLICT OF INTEREST

No staff and/or contractors involved in the compilation of this report have declared a Conflict of Interest.

LEGISLATIVE IMPACT

This report is in accordance with Section 91(4) of the *Local Government Act 1989*.

COUNCIL POLICY IMPACT

This report is in accordance with Council Policy 5.1.4 which establishes a framework for the guidance of Council in relation to the roles and responsibilities of Committees.

COUNCIL PLAN IMPACT

The Council Plan 2017-21 Theme 2 Services & Infrastructure states the following strategic objective and related strategy:

> **Strategic Objective 2.2:** *"Council assets are responsibly, socially, economically and sustainably managed."*
>
> Strategy 2.2.2: *"Ensure that community facilities within the municipality continue to meet the expectations and service needs of all current and future residents."*

This report supports the above Council Plan strategic objective and strategy.

GORDON STREET RECREATION RESERVE
Special Committee of Council

MINUTES

MEETING DATE, MEETING TIME
MEETING VENUE

Meeting Opened Time: 7.02 **27/04/2020** **Via Zoom**

1. Present / Apologies

Name	Title	Representing	Present / Apology
Malcolm Hole	Councillor		Present
Barbara Cook		Heyfield Vintage Machinery Group	Present
David Reid		Heyfield Junior Football Club	Present
Patsy Morris		Heyfield Junior Netball	Apology
Joel Keane		Heyfield Cricket Club	Present
Lee Clarke		Heyfield Traders & Tourism Assn	Apology
Scott Anderson		Heyfield Basketball Club	Present
Tania Burton		Heyfield Tennis Club	Present
Peter Padula		Pigeon Club	Present
Geoffrey Healy		Heyfield Football Netball Club	Absent
Brian Brown	President	Community	Present
Patrick Rodaughan	Secretary	Community	Present
Charles Wojcinski	Treasurer	Community	Present
Craig Bennett		Community	Present
Kelvin Sundermann	Vice President	Community	Present

Quorum Achieved? **Yes**

2. Declaration of Conflicts of Interest; Read Chairperson Brian

3. Confirmation of Minutes of Previous Meeting (note any corrections)

Moved: Brian **Seconded: Charlie** **Carried**

4. Business Arising from Previous Minutes; Nil

5. Correspondence In:

05.03.20 – Petra Szabo – Wellington Shire – Traffic Management and Landscape plans for GSR
06.03.20 – Caroline Trevorrow – Heyfield Trades & Tourism Association – Letter of support request
10.03.20 – Sharon Macgowan – Wellington Shire – Permission for Defibrillator box on pavilion wall
10:03.20 – Sylvia Perez – FRRR – Gardiner Foundation Working in Dairy Communities Grants
13.03.20 – Bodye Darvill – Wellington Shire – Approval to install Defibrillator box to wall of pavilion
13.03.20 – Bodye Darvill – Wellington Shire – Advice regarding gatherings of over 500 people
16.03.20 – Dean Benson – Benson Group Contractors – Quote to trim tree at RV Park
18.03.20 – Bodye Darvill – Wellington Shire – Community Managed Facilities Strategy 2020 – 25
19.03.20 – Bodye Darvill – Wellington Shire – 60/40 Funding application approval
22.03.20 – Tania Burton – Heyfield Tennis Club – Feedback for the Traffic Management and Landscape plans
23.03.20 – Cr Malcom Hole – Wellington Shire – Feedback for the Traffic Management and Landscape plans
23.03.20 – David Reid – HJFC – Feedback for the Traffic Management and Landscape plans
25.03.20 – Bodye Darvill – Wellington Shire – COVID 19 Important information for CoM's
25.03.20 – Bodye Darvill – Wellington Shire – Closure of Reserves Facilities
30.03.20 – Petra Szabo -- Wellington Shire – Acknowledgement of feedback received
01.04.20 – Bodye Darvill – Wellington Shire – COVID 19 update for Committees of Management
01.04.20 – Britt Appleby – Wellington Shire – Update on insurance claim
02.04.20 – Department of Industry, Science, Energy & Resources – Energy Efficient Communities Program
02.04.20 – Nithin Neel –Satellite Solar – Quote for solar system
06.04.20 – Britt Appleby – Wellington Shire – Re extra item to be added to insurance claim
09.04.20 – Bodye Darvill – Wellington Shire – Community Managed Facilities Strategy 2020 – 25 Public Consultation has been extended
16.04.20 – Mark Benfield – Wellington Shire – GSR Landscape Concept Plan feedback has been forwarded to consultant
19.04.20 – Bodye Darvill – Wellington Shire – Transfer 10 ML water to Water Register
22.04.20 – Britt Appleby – Wellington Shire – Insurance claim update
22.04.20 – Bodye Darvill – Wellington Shire – Community Managed Facilities Strategy consultation open until 15th May 2020
23.04.20 – Direct Sound & Vision Services – Security system quote
23.04.20 – Tania Burton – Heyfield Tennis Club – Requested Insurance claim information
23.04.20 – Charlie Wojcinski – GSR Committee – Treasurers Report

6. Correspondence Out

06.03.20 – Pat Rodaughan to Caroline Trevorrow – Letter of Support for WSC grant
06.03.20 – Pat Rodaughan to Committee Members – Copy of Traffic Management and Landscape plans and invite to Special meeting to discuss and provide feedback for the concept design
10.03.20 – Pat Rodaughan to Bodye Darvill – Re permission to install Defibrillator box on exterior wall of pavilion
16.03.20 – Pat Rodaughan to Committee Members – Conformation of Special meeting date
16.03.20 – Pat Rodaughan to Lisa Lyndon – GSR Minutes
17.03.20 – Pat Rodaughan to Petra Szabo – 60/40 quote for tree trimming at RV Park
18.03.20 – Pat Rodaughan to Committee members – Community Managed Facilities Strategy 2020 – 25
19.03.20 – Pat Rodaughan to Committee members – Cancelled Special meeting
23.03.20 – Pat Rodaughan to Committee members – GSR Landscape Concept Plan feedback

25.03.20 – Pat Rodaughan to Committee members – COVID 19 closure of GSR facilities
30.03.20 – Pat Rodaughan to Petra Szabo – GSR Landscape Concept Plan feedback
01.04.20 – Britt Appleby – Wellington Shire – Extra item to be added to insurance claim
25.03.20 – Pat Rodaughan to Committee members – COVID 19 update for Committees of Management
06.04.20 – Britt Appleby – Wellington Shire – Invoices for insurance claim
09.04.20 – Pat Rodaughan to Bodye Darvill – Quote for pump shed switch board upgrade
15.04.20 – Pat Rodaughan to Tania Burton – Quote for Tennis Club security system
16.04.20 – Pat Rodaughan to Lisa Lyndon – Re 2020/21 Operating subsidies and AGM's
16.04.20 – Pat Rodaughan to Committee members – Re 2020/21 Operating subsidies and AGM's
16.04.20 – Pat Rodaughan to some Committee members – Trial zoom meeting
22.04.20 – Pat Rodaughan to Committee members – Invite to April General Meeting
23.04.20 – Pat Rodaughan to Britt Appleby – Requested Tennis Club Insurance information
24.04.20 – Pat Rodaughan to Committee members – Treasurers Report
27.04.20 – Pat Rodaughan to Committee members – Copy of correspondence

6.1 **Chairperson's Report**

Brian gave an update on the dam works which has been completed and we are still waiting on getting the switch board for the channel pump upgraded.

Brian has obtained a quote to replace the mower as it's getting a bit of age about it now and has over 700hrs.

6.2 **Treasurers Report Attached**

Charlie asked if the Football and Cricket clubs would be interested in applying for a Quick Release Grant to put towards the mower

.Moved: Charlie Seconded: Pat Carried

6.3 **User Groups Report**

Heyfield Football Netball Club

It's highly unlikely this season will go ahead according to the NGFL. The Police security assessment report has been put on hold so we may not be able to apply for the Community Assistance Grant.

Tennis Club

Had a successful Tennis season. Tania would like a copy of the quote for the security system for the Tennis club. Tania asked if the drought workers will be coming back.

Councilor

Councilor Hole suggest we make a budget submission for a children's playground to be located near the Netball courts.

Heyfield Cricket Club

Will get on to the grant straight away and the outstanding rental fee is on the way.

Heyfield Junior Football Club

Still an unknown if the season will go ahead.

Heyfield & District Vintage Machinery Group

Barb sent an email report due to some zoom technical issues. The annual rally had to be cancelled so the dates for next year's rally will be the 15th & 16th May. We are close to having a shed constructed at the reserve with stage one 3 walls and a roof. The next stage when funding is available will be enclose the rest of the shed, concrete floor, power and water. Will keep up the grass cutting and weed control at the rally grounds. The paddock where the contractors were storing clay and soil looks very neat and tidy and will look great when the grass grows.

Heyfield Basketball Association

Still hopeful that the winter season will go ahead

7. Volunteer

8. OHS / Risk / Facility Fault Report:

9. New Rules of the Committee to be endorsed by Council

10. General Business

Pat thanked members for their feedback on the Traffic Management and Landscape plans. Pat also asked if members could supply feedback for the Community Managed Facilities Strategy. Pat asked if the Basketball Club would be interested in applying for a grant for renewable energy systems.

11. Next Meeting: 22/06/2020

Meeting Closed Time: 7.33 pm

These minutes are:

Confirmed as true and correct on ...27/04/2020.....
Date

Or

Corrections have been made and noted at the meeting on .....
Date

Chairperson Signature.....

GORDON STREET RESERVE
MEETING 27.4.2020

GENERAL ACCOUNT

INCOME		EXPENDITURE	
BASKETBALL	$ 360.00	VERN GRAHAM	$ 4,502.34
CRICKET CLUB	$ 1,000.00	TIMBERLINE	$ 195.25
		INVICTUS DOORS	$ 594.00
		D OBRIEN	$ 88.00
		GIPPSLAND WATER	$ 1,844.47
		AUSTRALIA POST	$ 39.00
		WSC GST	$ 89.73
		SALE AND DIST GARAGE	$ 1,995.00
		TIMBERLINE	$ 432.28
		VERN GRAHAM	$ 2,671.30
		ENERGY AUST	$ 3,276.75
		ENERGY AUST	$ 507.16
BALANCE 31.01.2020	$ 26,301.24	BALANCE 31.3.2020	$ 11,425.96
TOTAL	$ 27,661.24	TOTAL	$ 27,661.24

MOWING ACCOUNT

INCOME		EXPENDITURE	
INTEREST FEB 2020	$ 0.16		
INTEREST MAR 2020	$ 0.16	NIL	
BALANCE 31.01.2020	$ 3,906.61		
TOTAL	$ 3,906.93	BALANCE 31.03.2020	$ 3,906.93

D. URGENT BUSINESS

E. FURTHER GALLERY AND CHAT ROOM COMMENTS

Gallery comments are an opportunity for members of the public to raise any particular matter they wish. This allows those in the gallery to speak directly to councillors but is not a forum designed for open discussion or debate. We will listen respectfully to what you have to say and make the commitment that if your query requires a written response, we will advise you that a response will be forthcoming and a copy of that response will be circulated to all Councillors.

This is not a forum for members of the public to lodge complaints against individuals, including councillors and staff, particularly as that individual gets no public right of reply to any matter raised. We take complaints seriously, and in line with the guidance from the Victorian Ombudsman and the local Government Inspectorate, we request that any specific complaint against an individual be put in writing. This way, your concern can be properly dealt with while ensuring fairness to all parties concerned.

If you wish to speak, we remind you that this part of the meeting is being recorded and broadcast on our website. Council's official Minutes will record that you have spoken to Council and the subject you spoke to Council about but will not record specific comments. We ask you to state your name in full, where you are from, and you have three minutes.

CHAT ROOM –

GALLERY COMMENTS –

Meeting declared closed at: pm

The live streaming of this Council meeting will now come to a close.

F. CONFIDENTIAL ATTACHMENT/S

ITEM F1.1 AUDIT AND RISK COMMITTEE MINUTES 28 MAY 2020 (Refer to Agenda Item C2.2)

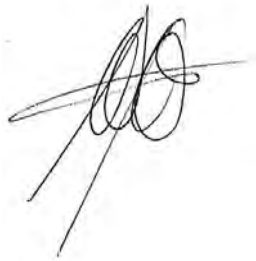
WELLINGTON
SHIRE COUNCIL
The Heart of Gippsland

ORDINARY COUNCIL MEETING

16 JUNE 2020

On this 1st day of June 2020, in accordance with Section 77 Clause (2)(c) of the *Local Government Act 1989*; I, Arthur Skipitaris (Delegate) declare that the information contained in the attached document **AUDIT & RISK COMMITTEE MINUTES 28 MAY 2020** is confidential because it relates to the following grounds under Section 89(2) of the *Local Government Act 1989*:

> ***f) legal advice***
> ***h) any other matter which the Council or special committee considers would prejudice the Council or any person.***



……
General Manager Corporate Services (Delegate)

F1.2 TRANSFER OF COUNCIL PROPERTY TO MIRRIDONG SERVICES INC. (Refer to Agenda Item C3.2)

WELLINGTON
SHIRE COUNCIL
The Heart of Gippsland

ORDINARY COUNCIL MEETING
16 JUNE 2020

On this 3rd day of June 2020, in accordance with Section 77 Clause (2)(c) of the *Local Government Act 1989*; I, Brent McAlister declare that the information contained in the attached documents **TRANSFER OF COUNCIL PROPERTY TO MIRRIDONG SERVICES INC.** is confidential because it relates to the following grounds under Section 89(2) of the *Local Government Act 1989*:

> ***h*) any other matter which the Council or special committee considers would prejudice the Council or any person;**

……..
General Manager Development

ITEM F1.3 SUPPLY OF ELECTRICITY TO LARGE BUILDING AND FACILITIES AND UNMETERED PUBLIC LIGHTING UNDER RFT EC8310-2020 (Refer to Agenda Item C4.2)

WELLINGTON
SHIRE COUNCIL
The Heart of Gippsland

ORDINARY COUNCIL MEETING

16 June 2020

On this day 2 June 2020, in accordance with Section 77 Clause (2)© of the *Local Government Act 1989*; I, Chris Hastie, General Manager Built and Natural Environment declare that the information contained in the attached document **SUPPLY OF ELECTRICITY TO LARGE BUILDING AND FACILITIES AND UNMETERED PUBLIC LIGHTING UNDER RFT EC8310-2020** is confidential because it relates to the following grounds under Section 89(2) of the *Local Government Act 1989*:

d) contractual matters

CHRIS HASTE, GENERAL MANAGER BUILT AND NATURAL ENVIRONMENT

Recommendation:

That Council award the Large Site/Facilities Tender to the MAV preferred tenderer, ERM Power, for the following contract periods:

- Desailly Street – 12 Months;
- Wellington Centre – 12 Months;
- The Wedge – 12 Months;
- Remaining Large Sites/Facilities – 48 Months; and
- Unmetered Street Lighting – 48 Months.

And

- That Council award the Small Site/Facilities Tender to the MAV preferred tendered, Origin Energy, for the recommended contract period of 36 months.

G. IN CLOSED SESSION

COUNCILLOR

That the meeting be closed to the public pursuant to Section 89(2) of the Local Government Act 1989 to consider:

- ***a)*** ***personnel matters***
- ***b)*** ***the personal hardship of any resident or ratepayer***
- ***c)*** ***industrial matters***
- ***d)*** ***contractual matters***
- ***e)*** ***proposed developments***
- ***f)*** ***legal advice***
- ***g)*** ***matters affecting the security of Council property***
- ***h)*** ***any other matter which the Council or special committee considers would prejudice the Council or any person***

IN CLOSED SESSION

COUNCILLOR

That ***Council move into open session and ratify the decision made in closed session*****.**