



WELLINGTON
SHIRE COUNCIL

The Heart of Gippsland

COUNCIL MEETING AGENDA ORDINARY MEETING

Meeting to be held at

Wellington Centre – Wellington Room

Foster Street, Sale

Tuesday 20 April 2021, commencing at 6:00 PM

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

**ORDINARY MEETING OF COUNCIL
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COUNCIL MEETING INFORMATION

Members of the Public Gallery should note that the Council records and publishes Council meetings via YouTube to enhance the accessibility of Council meetings to the broader Wellington community. These recordings are also archived and may be published on Council's Website for viewing by the public or used for publicity or information purposes. At the appropriate times during the meeting, members of the gallery may address the Council at which time their image, comments or submissions will be recorded.

Members of the public who are not in attendance at the Council meeting but who wish to communicate with the Council via the online webform should lodge their questions or comments early in the meeting to ensure that their submissions can be dealt with at the end of the meeting.

Please could gallery visitors and Councillors ensure that mobile phones and other electronic devices are turned off or in silent mode for the duration of the meeting.

ACKNOWLEDGEMENT OF COUNTRY

"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

1. APOLOGIES

2. DECLARATION OF CONFLICT/S OF INTEREST

3. CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETING/S

3.1. ADOPTION OF MINUTES OF PREVIOUS COUNCIL MEETING

ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES

PURPOSE

To adopt the minutes of the Ordinary Council Meeting of 6 April 2021.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council adopt the minutes and resolutions of the Ordinary Council Meeting of 6 April 2021.

CONFLICT OF INTEREST

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

4. BUSINESS ARISING FROM PREVIOUS MEETINGS

ACTION OFFICER: CHIEF EXECUTIVE OFFICER

ITEM	FROM MEETING	COMMENTS	ACTION BY
NIL			

5. ACCEPTANCE OF LATE AND URGENT ITEMS

6. NOTICE/S OF MOTION

7. RECEIVING OF PETITION OR JOINT LETTERS

7.1. OUTSTANDING PETITIONS

ACTION OFFICER: CHIEF EXECUTIVE OFFICER

ITEM	FROM MEETING	COMMENTS	ACTION BY
NIL			

8. INVITED ADDRESSES, PRESENTATIONS OR ACKNOWLEDGEMENTS

9. QUESTION/S ON NOTICE

9.1. OUTSTANDING QUESTION/S ON NOTICE

ACTION OFFICER: CHIEF EXECUTIVE OFFICER

ITEM	FROM MEETING	COMMENTS	ACTION BY
NIL			

10. MAYOR AND COUNCILLORS REPORT

10.1. MAYOR AND COUNCILLORS REPORT

ACTION OFFICER: COUNCILLOR GARRY STEPHENS

RECOMMENDATION

That the Mayor and Councillors report be noted.

6 MARCH TO 2 APRIL

6 March	Council Plan community pop up session, Seaspray	Cr Crossley attended
7 March	Council Plan community pop up session, Loch Sport	Cr Maher attended
9 March	Council Plan community pop up session, Sale	Cr Crossley and Cr Bye attended
10 March	Official Opening of Bambach Cables, Rosedale	Mayor Stephens, Cr McKenzie, Cr Bye, Cr Tatterson and David Morcom, Chief Executive Officer attended
	ALGWA Vic Mentoring Program Launch, online	Cr Crossley attended
	Council Plan community pop up session, Maffra	Cr Bye attended
	Funeral service of Mr Lyndon Webb, former Chief Executive Officer of Wellington Shire Council, Sale	Mayor Stephens, Cr Rossetti, Cr Hole, Cr Crossley and David Morcom, Chief Executive Officer attended
11 March	RAAF Base East Sale Air Force Week Reception, Sale	Mayor Stephens, Cr Rossetti, Cr Crossley, Cr McKenzie and Cr Tatterson attended

	Star of the South CAG meeting, Sale	Cr McKenzie attended
	Gippsland Community PowerHub meeting, online	Cr Crossley attended
12 March	Council Plan community pop up session, Yarram	Mayor Stephens, Cr Crossley and Cr McKenzie attended
	Meeting with Darren Chester MP, Federal Member for Gippsland, Yarram	Mayor Stephens attended
14 March	The Wedge Launch Night, Sale	Mayor Stephens, Cr McKenzie and Cr Rossetti attended
15 March	Council Plan community pop up session, Rosedale	Cr Crossley attended
	Council Plan community pop up session, Sale	Cr Bye attended
17 March	Youth Council meeting, Sale	Cr Crossley and Cr Wood attended
19 March	One Gippsland March board meeting, Traralgon	Mayor Stephens and David Morcom, Chief Executive Officer attended
20 March	Official Opening of the Golden Beach Community Shade Sail, Golden Beach	Mayor Stephens attended
	Council Plan community pop up session, Gormandale	Cr Maher attended
22 March	Morwell Innovation Centre Launch, Morwell	Cr Crossley and David Morcom, Chief Executive Officer attended
23 March	RAAF Squadron Colour Consecration Parade, Sale	Cr Rossetti attended
24 March	Council Plan community pop up session, Boisdale	Cr Wood and Cr Tatterson attended
25 March	Council Plan community pop up session, Heyfield	Cr Wood and Cr Tatterson attended

26 March	Community PowerHub meeting, online	Cr Crossley attended
	Council Plan community pop up session, Briagolong	Cr Crossley and Cr Tatterson attended
	Implementation Matters Webinar for CEO's, Mayors and Councillors, online	Mayor Stephens, Cr McKenzie and David Morcom, Chief Executive Officer attended
27 March	Council Plan community pop up session, Stratford	Cr Crossley and Cr Wood attended
28 March	Council Plan community pop up session, Port Albert	Mayor Stephens and Cr McKenzie attended
29 March	Council Plan community pop up session, Port Albert	Cr McKenzie attended
30 March	Mayoral COVID Briefing, online	Mayor Stephens attended

**COUNCILLOR GARRY STEPHENS
MAYOR**

11. DELEGATES REPORT

12. CHIEF EXECUTIVE OFFICER

12.1. CHIEF EXECUTIVE OFFICER'S REPORT

ACTION OFFICER: CHIEF EXECUTIVE OFFICER

RECOMMENDATION

That the Chief Executive Officer's report be received.

6 MARCH TO 2 APRIL

9 March	Attended a Joint State/Local Government CEO Forum, online
10 March	Attended the funeral service of former Chief Executive Officer, Mr Lyndon Webb, Sale Attended the Official Opening of Bambach Cables, Rosedale. In attendance was Mayor Stephens, Cr McKenzie, Cr Bye and Cr Tatterson
12 March	Attended Rural Councils Victoria Committee meeting, online
14 March	Attended the launch of the Wedge season
15 March	Met with Mr Martin Fuller, Chief Executive Officer at West Gippsland Catchment Management Authority, Sale
18 March	Attended Destination Gippsland Strategic Planning Day, Traralgon
19 March	Attended One Gippsland's March Board meeting alongside Mayor Stephens
22 March	Attended a Launch of the Morwell Innovation Centre, Morwell Met with Mr Grant Radford, Chief Executive Officer at TAFE Gippsland alongside Mayor Stephens
23 March	Attended a Joint State/Local Government CEO Forum, online Met with John Leslie Foundation trustees, Sale
24 March	Met with representatives of Regional Development Victoria to discuss the roll-out of the Gippsland Regional Plan

12.2. MARCH 2021 COUNCIL PERFORMANCE REPORT

ACTION OFFICER: CHIEF EXECUTIVE OFFICER

PURPOSE

For Council to receive and note the March 2021 Council Performance Report.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council receive and note the March 2021 Council Performance Report as attached.

BACKGROUND

The March 2021 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 2020/21 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 97(1) and (2) of the *Local Government Act 2020* 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.

ATTACHMENTS

1. March 2021 Council Plan Highlights [**12.2.1** - 4 pages]
2. Major Initiatives Initiatives Summary March 2021 [**12.2.2** - 24 pages]
3. Quarterly Finance Report - March 2021 [**12.2.3** - 6 pages]

OPTIONS

Following consideration of the attached March 2021 Performance Report, Council can resolve to either:

1. Receive and note the March 2021 Council Performance Report; or
2. Not receive and note the March 2021 Council Performance Report and seek further information for consideration at a later Council meeting.

PROPOSAL

That Council receive and note the attached March 2021 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

Section 97(1) and (2) of the *Local Government Act 2020* 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.

COUNCIL POLICY IMPACT

The March 2021 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 6.3: *"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

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

COMMUNITY IMPACT

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

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

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

MARCH 2021 COUNCIL PLAN HIGHLIGHTS

Road Management Plan review

Council's Road Management Plan released for public exhibition. Submissions open until 30 April 2021.

Roadside Weeds and Pests Program

Blackberry-control works on roadsides in the Macalister Irrigation District and Dargo areas have been completed in accordance with Council's Roadside Weeds and Pests Program Control Plan.

Art Gallery

Four new Gippsland Art Gallery exhibitions commenced in March and have been very well received by visitors, including our first public, COVID Safe exhibition opening event on 12 March, attended by 91 very positive guests.

The Friends of the Gallery held a well-attended artist talk at the Gippsland Art Gallery on 13 March and guest curator Rodney Scherer gave a talk on 19 March.

A booked-out embroidery workshop was held at the Gippsland Art Gallery on 20 March with guest artist Jennifer Bennett.

Social Planning & Policy

Community engagement commenced during March for development of Council's new 'Healthy Wellington' plan, our four-year municipal public health and wellbeing plan.

Community Committees

A new category of Community Assistance Grants, COVID-19 Operational Support Grants were made available to Wellington Shire's not-for-profit organisations to assist with operational expenses and lost revenue impacts incurred during COVID-19 restrictions.

Community Facilities Planning

Capital Project Highlights

Stratford Recreation Reserve: handover to the club imminent, with some delays due to inclement weather.

Sale Tennis Redevelopment Stage 1: courts resurfacing works are continuing with the first five courts completed and design completed for the remaining seven courts.

Funding Submissions

Submissions to the Victorian Government's Local Sports Infrastructure Fund - Female Friendly Facilities for netball and tennis courts redevelopment at Maffra Recreation Reserve and Briagolong Recreation Reserve were submitted in March. Outcomes of these Sport and Recreation Victoria submissions are anticipated throughout May and June. If successful, these projects are scheduled for 2021/22 delivery.

Community Grants

Twenty Quick Response Grants were awarded across January to March totaling \$30,015 in funding to community *programs, events and facilities*. Four COVID-19 Operational Support Grant applications were received and awarded since this new category of grants commenced in March.

Round 2 of the 2020/21 Community Assistance Grants Scheme closed in March with submissions currently being assessed before going to Council for consideration and approval in April.

Emergency Management

Council's Emergency Management team is on the steering committee for a Person Centered Emergency Planning (PCEP) project in collaboration with the University of Sydney and Gippsland Disability Advocacy Inc. Port of Sale facilities were used during March to support workshops for partner agencies in preparation for the peer support training to commence in April.

Through the Community Access Social Isolation (CASI) program, community project proposals have been funded during March with further engagement leading to more proposals being received that will assist communities to recover from the isolating effects of COVID-19. This includes Wellington Shire Council support to upskill neighbourhood house coordinators in preparing residents for disasters and assisting them with protection of key documents required after disasters such as insurance policies and rental agreements. March report on the CASI program shows demand and activities undertaken by Wellington Shire Council:

- 120 calls for assistance
- 11 calls for information about COVID-19 restrictions
- 2 calls for food relief
- 1 call for rent relief
- 55 digital thermometers delivered to local stores.

Annual private properties' fire prevention program achieved a very high level of compliance after fire prevention (clean up) notices issued. More notices were issued than usual however compliance was still maintained at 91% despite difficulties in landowners accessing their properties due to COVID-19 restrictions.

Work progressed on two Gippsland-wide projects to better align Gippsland councils' procedures for activating and staffing emergency relief centres including COVID-Safe procedures and building information resources to provide consistent advice on preparing for emergencies. These projects are being coordinated through the Gippsland Municipal Emergency Management Enhancement Group (MEMEG).

Leisure Services

The third quarter of this year has seen Aqua Energy memberships return to 85% of pre-COVID-19 levels, a minor (5 day) COVID-19 closure, comparing positively with other Council-managed leisure facilities across the state.

Swim school attendance has achieved a similar level of re-enrolments (87%) with growth limited by the availability of qualified swimming teachers, not demand.

Participation levels at Gippsland Regional Sporting Complex have moved back to similar levels of activity to pre-COVID-19 closures with all key sporting associations now active both indoor and outdoor.

March saw the end of Council's outdoor pools season, culminating in the combined schools' swim carnival at Sale Outdoor Pool, Aqua Energy. Attendances across outdoor pools increased from the previous year, despite fewer days open due to (weather-related) temperature trigger. Increased attendances were partly due to the travel restrictions and were also boosted by additional programming, such as aqua aerobics, introduced at our outdoor pools this summer.

Gippsland Regional Sporting Complex hosted the successful Sale Amateur Basketball Association Tournament in the last weekend of March, the first major tournament since reopening after COVID-19 restrictions.

Planning undertaken with Victorian Department of Fairness, Families and Housing, Department of Health and Latrobe Regional Health for potential use of areas of Gippsland Regional Sporting Complex as a COVID-19 mass vaccination centre. This important emergency management function will occur alongside normal activities and sports at the complex.

All operational areas have experienced reductions in available staff during March as many of our casual staff return to pre-COVID-19 university activities away from home or to other employment. Recruitment is underway for additional staff for the areas of lifeguard, customer service, health and fitness, swim school and sports court operations.

Library Services

Wellington Libraries are providing free access to scholarly journals with about forty other library services in a trial called CloudSource OA (Open Access). This will test and survey the demand by university students and others for academic information provided by Victorian public libraries.

Wellington Libraries commenced using the Libby App during March. Libby App is by OverDrive eMagazines which has replaced RBDigital eMagazines. The transition was smooth with the same online content available to our patrons through the new vendor.

Stratford Library's automatic doorway has been installed and new bathrooms completed. Work on the new book drop is nearing completion, with all work being a clear improvement to the facilities.

Wellington Libraries staff attended security information sessions at Sale held by Victoria Police, aimed at enabling better interaction with the police, if they are called to a library facility and improved safety for patrons and staff alike.

The Wedge performing arts centre

The Wedge launched its 2021 season at an enthusiastic VIP Soiree on 14 March and released the 2021 Season Brochure, for the first six months of 2021.

With programming now back to pre-COVID-19 levels, The Wedge hosted nine shows in March, three of which sold out: Archie Roach; Rewind 80's Party; and The Travelling Wilburys.

For the weekend 27 and 28 March The Wedge was lit up yellow in support of Endometriosis Awareness Month.

The Wedge celebrated World Theatre Day on 27 March with free backstage tours for the general public, a highlight being a local eight-year-old who learned how to operate theatre lighting.

Communications Tower

Installation of the microwave communications tower at Gippsland Regional Sports Complex has been completed. This new tower will ensure improved communications and business continuity for Council operations.

Planning wins Excellence Award

Council's Planning Department has beaten a strong field to win an Association of Consulting Surveyors Victoria Excellence Award in the Rural Municipalities category. The team was recognised for its efficiency, response time, understanding of the Subdivision Act and level of cooperation.

Great Southern Rail Trail

Application seeking \$6M submitted to RDV's Regional Infrastructure Fund to complete the Great Southern Rail Trail.

Weir Road, Heyfield

Offers received on surplus Council property at Weir Road, Heyfield. Purchaser intending to complete residential development for 25+ lots.

Port of Sale Masterplan

Draft Port of Sale Masterplan released for public exhibition. Information provided to Port of Sale Boat Club on ability to make submission. Tenders for works deferred until Council formally adopts draft Master Plan noting it shows (1) board walk and (2) slip removal with (3) alternate maintenance facility.

Startup Gippsland Program

Bootcamp for new and emerging startups facilitated in Sale (2 day event). This program is sponsored by all six Gippsland Shires and provides mentoring and support to startups.

New Solar Panel upcycling business

Lease negotiations progressing for new solar panel upcycling business looking to locate at Fulham adjacent to Council's waste facility.

Future Waste Transfer Facility

Negotiations progressing well regarding Council's acquisition of land located on Fulton Road, Maffra for future waste transfer facility.

Municipal Services

Despite a disruptive year, the Environmental Health team worked together to undertake inspections, complaint investigations, delivery of an immunisation service, customer responses, education, planning referral responses, mosquito management, renewal of registrations and issuing of septic permits. In addition to the normal requirements, high level advice was also provided in relation to COVID to reinforce the State Government messaging. A risk based approach was used in relation to inspections under the various Acts, due to the pandemic forcing closure and/or limited trading, impacting on the normal inspection regime.

Maffra Structure Plan / Port of Sale Master Plan

A discussion paper for the Maffra Structure Plan project has been finalised, along with an updated draft Master Plan for the Port of Sale Precinct. Both pieces of work have been subject to community feedback following recent consultation.





Major Initiatives and Initiatives Progress Report

March 2021

Major Initiatives and Initiatives Progress Report | 2021



Council Plan Theme: Communities

Action Name	Status	Traffic Lights	Progress	Comments
Commence an independent audit of the Domestic Wastewater Management Plan (DWMP). Include recommendations in the Annual progress report.	Progressing		80%	Date for commencement being arranged with Consultant.
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.	Progressing		50%	<p>Council has been presented with recommendations for proposed priorities for the new four yearly municipal public health and wellbeing plan (MPHWP). Council endorsed the recommended priorities and provided input into the community engagement plan for developing the new MPHWP.</p> <p>The new priorities are:</p> <ul style="list-style-type: none"> • Mental Wellbeing, with a focus on creating a healthy mind • Active Living, with a focus on physical activity • Climate Change, with a focus on sustainable living • Equity, with a focus on eliminating discrimination and gender-based violence, increasing inclusion and participation in community life <p>The new MPHWP will incorporate health and wellbeing planning for all ages, combining Council's Early Years Plan, Youth Strategy and Age-Friendly Strategy. The plan's framework includes action area of policy; physical environment; capacity building; advocacy; and programs and events.</p> <p>Community engagement has commenced which includes: sessions at towns across Wellington shire; social media promotion; 'Your Wellington Your Say' project page (https://your.wellington.vic.gov.au/healthywellington); community survey with a draw to win \$500 prize for two survey recipients; and meetings with key external stakeholders such as Uniting, Victorian</p>



Major Initiatives and Initiatives Progress Report | 2021

Action Name	Status	Traffic Lights	Progress	Comments
				Government Departments of Health; Education; and Families, Fairness and Housing; Wellington neighbourhood houses (12), Central Gippsland Health and Yarram & District Health Service. Formal community engagement will conclude end of May 2021.
Develop a robust compliance and enforcement policy	Completed	✓	100%	Completed.
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.	Progressing	▶	85%	Documents released for public display. Closes 22 April 2021.
Implement a robust Swimming Pool/Spa inspection database and inspection regimes to align with the new legislation changes.	Completed	✓	100%	Completed.
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.	Completed	✓	100%	Outdoor pools' community programming included weekly inflatable fun days and implementation of aquatic group fitness classes at each pool. VicSwim's 'Summer Kidz' programs were conducted at all of Wellington's regional outdoor pools this season with an in-house version occurring at Sale Outdoor Pool. Outdoor pools season has concluded for 2020/21.


Major Initiatives and Initiatives Progress Report | 2021

Action Name	Status	Traffic Lights	Progress	Comments
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.	Progressing		50%	Information and Communications team is sourcing options for audio-visual component of the works. Capital project to 'multi-purpose' the creche room is on schedule for completion by end of June.
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.	Progressing		50%	<p>This item has had a change of scope. Progress to date:</p> <ol style="list-style-type: none"> 1. Gunaikurnai Cultural Awareness training was delivered as part of induction for new Council. Gunaikurnai Land and Waters Aboriginal Corporation (GLaWAC) ran this training in November. 2. Staff protocols for working respectfully with Gunaikurnai culture have been drafted and reworked to ensure they are simple and easy for staff to adopt. They can then be rolled out for use by all relevant staff and projects/services in the new year. 3. Regular meetings with GLaWAC are advancing the development of a relationship and discussions around projects and priorities for the Gunaikurnai community. This will form the basis of a possible future agreement between Council and GLaWAC and beginning of a movement towards a reconciliation action plan or similar to advance truth telling and agree tangible community and economic benefit actions.

Major Initiatives and Initiatives Progress Report | 2021






Action Name	Status	Traffic Lights	Progress	Comments
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	Progressing		40%	<p>A draft evaluation report of the effectiveness of Local Incident Management Plans (LIMPs) in East Gippsland Shire has been received by Council's working group that has been supporting the consultant completing the LIMP review.</p> <p>The report recommends developing clear processes for delivering a LIMP in partnership with a community as the processes had evolved during LIMP implementation across East Gippsland. We are seeking release of funding from the Victorian Government's Safer Together Victoria to progress this action.</p> <p>Support continues to be provided to the communities initially targeted for community emergency preparedness planning (Loch Sport, Briagolong and Dargo).</p> <p>From April to June 2021 these communities will have access to a service that will assist with helping individuals to create electronic copies of key documents to be protected during an evacuation.</p>
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.	Progressing		75%	<p>Relief services prepared during the 5-day lockdown in Victoria in February 2021, but no increase in demand occurred.</p> <p>Living Well During COVID-19 Plan and Action Plan nearing finalisation for community consultation process in April 2021.</p> <p>All committees continuing to meet regularly regarding COVID-19 response, relief and recovery:</p> <ul style="list-style-type: none"> • Health and Medical Emergency Planning Sub-Committee, focused on making sure summer testing sites were prepared in case of an outbreak and preparation being completed for vaccination program • Living Well During COVID-19 Committee (recovery committee), collecting data on COVID-19 impacts and finalising recovery action plan <p>Living Well During COVID-19 Social Recovery Sub-Group, allocation of Community Activation and Social Inclusion (CASI) funding and understanding and responding to the social impacts of COVID-19</p>

Major Initiatives and Initiatives Progress Report | 2021





Action Name	Status	Traffic Lights	Progress	Comments
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 reserves treatments listed in ConQuest	Progressing		80%	<p>From January to March 2021 the following areas have received treatment under the LEARN Roads approach:</p> <ul style="list-style-type: none"> • All LEARN roads in Yarram (articulated tree pruning machine, the 'Spider', completed this treatment) • Foothills areas Coongulla to Valencia Creek (articulated tree pruning machine, the 'Spider', completed this treatment) • Marathon and Duffy roads, Briagolong <p>Further works scheduled in early June on Back Wombat Road. Quotes received and approved for Willung Road. Trimming of 25km of Shoreline Drive, Golden Beach scheduled for after April 2021 school holidays. Quotes being sought for Stockdale Road.</p>

Major Initiatives and Initiatives Progress Report | 2021






Council Plan Theme: Services & Infrastructure

Action Name	Status	Traffic Lights	Progress	Comments
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.	Progressing		50%	A consultant/design team is currently being sought through Council's tender process with submission closing date of 4 May. Once the project team is selected a six-month consultancy/design phase will take place aiming to present a final report to Council in November 2021.
Complete Maffra Drainage Study	Completed		100%	The Maffra Drainage and Flood study has been completed.
Complete North Sale Drainage Study	Completed		100%	North Sale Drainage Study is complete.
Commence planning for carpark renewal projects for IGA and Coles carpark, Sale.	Progressing		50%	Contract of sale with landowner's solicitor awaiting execution. Expect this to be completed by June based on recent discussions with landowner.
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.	Progressing		90%	<p>Costed concept design and schematic designs are complete and project is ready for funding submissions.</p> <p>No suitable grant funding is currently available for this project.</p> <p>State government announcement of the Sport and Recreation Victoria grant funding cycle has not been made during this first quarter of the year.</p> <p>Decision taken to proceed with detailed design for the redevelopment project in readiness for anticipated grant funding announcement. Preparing to tender for detailed design for this project in the final quarter of the year.</p>






Major Initiatives and Initiatives Progress Report | 2021

Action Name	Status	Traffic Lights	Progress	Comments
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.	Progressing		75%	<p>External grant funding successfully attracted, and project is fully funded.</p> <p>Design is complete and tender process underway for works delivery.</p> <p>Tenders have been called for a second time for the design and construction of the fabric roof structure and cafe blinds components of this project.</p> <p>Initial calls for tender resulted in unsatisfactory options being presented.</p> <p>Tenders for the heat pumps and delivery of the supporting PV solar array are yet to be completed however the project is still expected to be delivered before commencement of the outdoor pool season 2021-22.</p>
INI- Project manage the improvement and upgrade of facilities in The Wedge meeting room to create a studio performance space.	Progressing		75%	Lighting bars were installed on the 23 & 24 March and a quote for seating rostra has just been approved for order. Project is on track for completion by end June 2021.
Complete the Sale Tennis Club Facility Upgrade Project	Progressing		0%	The Tennis club is part way through the reconfiguration of the courts 7-9 and 3-4. Discussions continuing regarding the remaining sections of work that have not yet commenced
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.	Progressing		100%	99.5% complete with the certificate of occupancy issued and only the completion of additional late requested works under way. The contractor is demobilising from site.




Major Initiatives and Initiatives Progress Report | 2021

Action Name	Status	Traffic Lights	Progress	Comments
Participate in the Project Control Group related to the delivery of mooring access improvements the Port of Sale West Bank Project.	Progressing		75%	<p>* Draft Port of Sale Master Plan released for public exhibition. Information provided to Port of Sale Boat Club (POSBC) on ability to make submission.</p> <p>* Tenders for works deferred until Council formally adopt draft Master Plan (currently 7 July 2021) noting it shows (1) board walk and (2) slip removal with (3) alternate maintenance facility.</p> <p>* Met with POSBC representative to provide update.</p>
Develop user/hire fees and financial management guidelines for communication to all applicable facilities as identified in the Community Managed Facilities Strategy.	Progressing		10%	No progress during January to March 2021 beyond initial planning. Project brief being prepared to engage a consultant in April for research and benchmarking.
INI- 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.	Progressing		45%	<p>Community Facilities Prioritisation Model was used to identify capital projects for the 2021-22 capital budget, this being the model's second year of testing. Changes needed from using the model were identified.</p> <p>Councillors provided feedback on the model during a workshop in March 2021.</p> <p>Updates to the prioritisation model with both sets of feedback are underway and will be completed in April 2021.</p> <p>Sporting, community and early years infrastructure plans are nearing completion and will also provide opportunity to further refine the prioritisation model.</p>
Complete civil works for the Maffra Streetscape Upgrade Project	Progressing		100%	99% complete with only Asphaltting of the through lanes remaining. These works have been scheduled for a later date in mid-April once school holidays and Easter are complete.
Commence stage 1 civil works for the York Street, Sale, Streetscape upgrade project.	Not Due To Start		0%	Underground power and median lighting has continued and nearing completion. The First shutdown of power for disconnection and reconnection of existing properties is due on 11 April.

Major Initiatives and Initiatives Progress Report | 2021





Action Name	Status	Traffic Lights	Progress	Comments
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.	Progressing		75%	New risk & maintenance subsidy model continues to be well received by community facilities committees of management. New reporting requirements are being rolled out as payments are made with positive feedback being received about its logic and simplicity. Finalisation of the hierarchy model will form part of the sporting infrastructure plan and community infrastructure plan, both nearing completion.
Prepare a structure plan for Maffra to support the future urban growth of the township.	Not Progressing		40%	A Discussion Paper for the Maffra Structure Plan project has been finalised, which has been subject to community input, including via a community drop-in session held in Maffra on 23 March 2021. Feedback received will inform preparation of a draft Structure Plan document.
Implement appropriate planning controls surrounding RAAF Base East Sale to support the ongoing operation of this airfield.	Ongoing		0%	Draft planning controls surrounding RAAF Base East Sale have been prepared for the formal consideration of the Department of Defence, with feedback received under consideration by Council Officers (subject to other project priorities).
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.	Not Due To Start		0%	A Planning Scheme Amendment has been prepared to implement various State Government initiatives to help simplify the Wellington Planning Scheme. Public exhibition has been in abeyance due to Covid 19 restrictions and other strategic planning priorities.
Implement the North Sale Development Plan into the Planning Scheme to support well planned housing growth.	Ongoing		0%	Council has previously adopted the North Sale Development Plan. The final stage of the project, being a draft Developer Contribution Plan, is well advanced and will be subject to an upcoming Council briefing and later community consultation.

Major Initiatives and Initiatives Progress Report | 2021


Action Name	Status	Traffic Lights	Progress	Comments
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)	Ongoing		0%	Stage 1 work to activate the subdivision of existing residential zoned land in Maffra has been completed, noting that a planning permit has recently issued for a 43-lot subdivision and further subdivision applications are expected to be made. Stage 2 Shire wide work (including holding a charette/intensive workshop with the development sector and relevant stakeholders) is scheduled to be undertaken online in early May 2021.
Facilitate preparation of a development plan for the Wurruk Growth area (subject to a private request) to support well planned housing growth.	Ongoing		0%	A draft development plan for the Wurruk Growth Area is under development, with regular meetings with the proponent's planning representative being held.
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.	Not Progressing		85%	A draft updated Master Plan for the Port of Sale Precinct has been finalised. The draft Master Plan has been released for community feedback, which will inform preparation of a final Master Plan to be presented to Council for adoption mid-year.

Major Initiatives and Initiatives Progress Report | 2021

Council Plan Theme: Natural Environment



Action Name	Status	Traffic Lights	Progress	Comments
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.	Progressing		40%	Internal consultation progressed with a meeting with the Planning Team.
Investigate future management options for Kilmany Landfill and Resource Recovery Facility to ensure the facility is meeting best value principles.	Progressing		60%	Continuing to explore what the future holds with regard to state policy direction around diversion of waste from landfill. Landfill Management options paper draft in development.
Determine the feasibility of a combined Maffra/Stratford Transfer Station with a view to improving asset management in line with industry standards.	Progressing		50%	Working with commercial property for land purchase. Visits to various transfer stations for design/best practice ideas.
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 Governments rollout of a state-wide "four bin" residential waste collection system.	Progressing		60%	Joint Gippsland procurement model continuing to progress. Tender document for FOGO processing planned to be released April 2021.

Major Initiatives and Initiatives Progress Report | 2021

Action Name	Status	Traffic Lights	Progress	Comments
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.	Progressing		50%	<p>'Be Smart, Choose Tap' campaign put on hold when water dispensers were banned from use due to Covid-19 considerations. Has been reactivated in second half of year now that water bottle filling from water dispensers permitted.</p> <p>Awaiting delivery of new Gippsland Water-provided water bubblers and sourcing best options for regional sites.</p>

Major Initiatives and Initiatives Progress Report | 2021

Council Plan Theme: Lifelong Learning

Action Name	Status	Traffic Lights	Progress	Comments
Commence planning of a major exhibition initiative to take place at the Gippsland Art Gallery in October 2021. (Confidential - embargoed for a further year)	Progressing		70%	Announcement of the Archibald Prize regional tour location at the Gippsland Art Gallery in Sale made in December. Project manager on board and project management framework in place for delivery of the exhibition in October and November. A steering committee and various working groups are now operating and the Gallery Director is providing monthly progress updates to Council.
INI- 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.	Not Due To Start		15%	Work on project is due to start in fourth quarter and an overview presentation with engaged strategic plan consultant to be held early April.

Major Initiatives and Initiatives Progress Report | 2021



Council Plan Theme: Economy

Action Name	Status	Traffic Lights	Progress	Comments
Assess market demand to develop Eastern Recreation Aviation Precinct (ERAP) and progress the next stage of ERAP.	Completed	✓	60%	On hold pending outcome on development proposal from private aviation business. Non-disclosure agreement signed December 2020. Report to Council scheduled for 20 April 2021.
Secure support from Council for the 2020-22 Action Plan associated with Wellington Shire Economic Development Strategy and then lead its implementation.	Progressing	▶	75%	No updates this month. Officers to update in April.
Progress initiatives associated with the Port of Sale East Bank project in line with Council direction including acquisition.	Progressing	▶	75%	<ul style="list-style-type: none"> * Senior Counsel engaged to provide strategy and guidance regarding negotiating the required Indigenous Land User Agreement (ILUA). * Meeting with Counsel and CEO and working group completed. * Internal working group meetings ongoing. * Regular liaison meetings with GLaWAC ongoing.
Funding extension secured via LVA to actively market and promote the municipality's competitive agricultural strengths and to leverage the agribusiness sector, in particular the MID to grow investment, output, branding/position, innovation and future opportunities.	Progressing	▶	65%	<p>2020 Excellence in Agribusiness Awards - Invoice to F&FG for sponsorship expenses sent for reimbursement.</p> <p>2021 Excellence in Agribusiness Awards - Currently seeking interest for 2021 sponsorship commitment from existing and potential sponsors. In addition to new potential sponsors, have also applied for two grants to offset Project Manager time. Award categories reduced to 10 and new sponsorship tiers will increase financial revenue for the program and allow procurement of new sponsors. 2021 Awards brochure currently being drafted, almost complete. Proposing the 2021 Awards program to launch end of April (virtual).</p> <p>The FFG Industry Conference is postponed to November 2021 - will liaise with FFG about topics and speakers closer to the time.</p> <p>What's Your Food or Fibre Challenge, Gippsland? Kate is the new Project Manager for this program which launched 12 March. To date there has been significant interest with some EOIs already received. The Challenge</p>

Major Initiatives and Initiatives Progress Report | 2021

Action Name	Status	Traffic Lights	Progress	Comments
				<p>Bootcamp is scheduled 20 April 2020.</p> <p>Gippsland Provenance Trademark - progressing well with registration expected July 2021 (Ben Gebert new Project Manager lead with Kate assisting in delivery).</p> <p>Gippsland Comeback Event - Digital Toolkit Series complete. Report meeting was held with positive feedback despite limited numbers. RDV now keen to secure more funding to continue the program.</p> <p>Farming for Success (Aug 21) - currently awaiting feedback from Ag Survey to determine potential themes/speakers. Next meeting scheduled in April.</p>
Implement initiatives and projects associated with State and Federal Government bushfire and drought funding including a specific marketing and advocacy campaign.	Progressing	▶	80%	<p>Facebook continues to gather momentum with 1500 followers - 300 new followers this past month.</p> <p>Brand awareness and recognition amongst search engines continues to grow resulting in faster search engine results.</p> <p>App launch set for 5 May - This will be an invitation only event held at the Wedge.</p> <p>Merchandise for TMOE is starting to be distributed with bags and QR keyrings handed out at the recent Start Up Gippsland regional event.</p> <p>Positive feedback was received from the event organisers about the campaign and the alignment with the program's objectives.</p> <p>Town entry signage layout is complete. In discussions with RRV about exact placement of Sale signs. Smaller town entry signage will be rolled out in coming months.</p> <p>Website and App upgrades continue.</p> <p>February digital report shows positive increases in all areas.</p> <p>Pace to present to Council on 4 May on completion of tender.</p>
Review Council's external tourism marketing activities and present findings and recommendations and agreed plan to Council.	Not Progressing		85%	New MOU to be implemented in April 2021.

Major Initiatives and Initiatives Progress Report | 2021





Action Name	Status	Traffic Lights	Progress	Comments
Secure funding for the extension of the Great Southern Rail Trail from Hedley to Alberton to increase visitation and business opportunities in adjacent areas.	Progressing		70%	<p>Only four RSVPs were received for the proposed community consultation session to be held on 25 March 2021. As a result, the session was cancelled and those interested parties were contacted personally.</p> <p>EOI was submitted to RDV's Regional Infrastructure Fund and we were invited to apply. Application will be finalised this week with outcome by June 2021.</p> <p>Conversations currently taking place with DWELP around Committee of Management for the rail reserve Alberton to Hedley and associated leases.</p>
Secure events to Wellington Shire to stimulate the local economy, raise the region's profile and increase visitation.	Progressing		70%	<p>Events continue to be planned and are starting to take place - Organisers and community members are very keen to progress with events but with possible increases in restrictions, event organisers are again hesitant. As part of an overall post Covid environment events strategy, initial appreciation documents have been prepared for the following events with tentative dates:</p> <p>Bike challenge in conjunction with - Autumn 2021 Air show in conjunction with RAAF - April 2022 Bird Watching Week Innovative Energy Conference and Festival/Trade Show</p> <p>Currently working with SMA on the following events:</p> <p>2021 Tennis Seniors Victoria National Ranking Tournament (Maffra) OPTION from 2020 COVID Oct - 2020 F5WC Regional Qualifier - Wellington Shire 2021 Australian ESports League Event - Wellington COVID Oct - 2020 Shimano MTB GP - Wellington 2021 Tennis Seniors Victoria National Ranking Tournament (Sale) OPTION from 2020 COVID Aug 2020 Freestyle BMX VIC State Qualifier 2021 Australian Fishing Championships and TV program - Wellington</p>

Major Initiatives and Initiatives Progress Report | 2021




Action Name	Status	Traffic Lights	Progress	Comments
				COVID Oct - 2020 Australian Fishing Championships and TV program - Wellington 2022 Tennis Seniors Victoria National Ranking Tournament (Maffra) OPTION from 2020 2022 Australian ESports League Event - Wellington 2022 Tennis Seniors Victoria National Ranking Tournament (Sale) OPTION from 2020 2022 Freestyle BMX VIC State Qualifier 2023 Tennis Seniors Victoria National Ranking Tournament (Maffra) OPTION from 2020 2023 Classic Holden Nationals 2023 Australian ESports League Event - Wellington 2023 Tennis Seniors Victoria National Ranking Tournament (Sale) OPTION from 2020 2023 Freestyle BMX VIC State Qualifier

Major Initiatives and Initiatives Progress Report | 2021







Council Plan Theme: Organisational

Action Name	Status	Traffic Lights	Progress	Comments
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.	Progressing		25%	In discussion with Latrobe Libraries in arranging staff training in the immediate future.
Manage Magiq upgrade and transition to BIZBudgeting	Progressing		20%	No progress this month as team prioritising budget requirements.
Manage the implementation and rollout for new Intranet System to meet Council business requirements.	Completed		100%	A new sharepoint based intranet system has been successfully developed inhouse and rolled out to all staff. This new intranet platform will support improved internal communications, resource sharing and 24/7 accessibility to information across the organisation. This project has been completed.
Major upgrade of council's phone and video conferencing systems to ensure compliant, compatible and secure communications to support council business operations.	Progressing		80%	All business requirements and vendor engagement has now been completed. Wellington and East Gippsland Shire Councils are working together to ensure an effective and efficient rollout across both organisations. Wellington deployment has been scheduled for June 2021.

Major Initiatives and Initiatives Progress Report | 2021

Action Name	Status	Traffic Lights	Progress	Comments
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.	Progressing		95%	<p>Smarty Grants is being used and working well for Quick Response Grants and the Community Assistance Grants Scheme.</p> <p>In the most recent March 2021 grant round, ten applications were received via Smarty Grants.</p> <p>A form has been developed as part of the acquittal process to enable Council's Financial Asset Register to be updated for capital projects that are greater than \$5,000.</p> <p>Planning has commenced to develop the Smarty Grants platform for Business Development grants and also to manage the Community Committees' Risk & Maintenance Subsidies.</p>
INI- 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.	Progressing		85%	<p>Review of Municipal Relief and Recovery Sub Plan completed at 11 March 2021 meeting of the Municipal Relief and Recovery Sub-Committee.</p> <p>Plan to be shared with Wellington Municipal Emergency Management Planning Committee for endorsement at its May 2021 meeting.</p> <p>A significant reduction in the length of the plan has been achieved as well as clarifying agency responsibilities for relief and recovery before, during and after an emergency. Changes have been made to the plan to align it to the updated State Emergency Management Plan.</p> <p>Extra detail has been included to ensure that the difficulties experienced during the Black Summer bushfires for relief and recovery which included; dealing with donated goods, staff preparation and training and transitioning from response to recovery.</p>
Undertake an annual audit of planning permit determinations to support best practice decision making	Not Due To Start		0%	To be progressed later in financial year as work priorities/resourcing allows.

Major Initiatives and Initiatives Progress Report | 2021

Action Name	Status	Traffic Lights	Progress	Comments
Research and implement social media management software to streamline the process of posting/scheduling/reporting.	Progressing		80%	Software solution has been researched and sourced. Purchase and implementation of software is approved through ICT team and will be implemented in this financial year.
Implement an enhanced Performance Review process for all staff.	Progressing		40%	Research phase of this project has been completed, and we are currently working on designing process options to finalise our proposal for CMT on a refreshed performance appraisal process moving forward.
Manage the ICT operations requirements for the Wellington Shire and East Gippsland Shire Councils as per the ICT Shared Services Memorandum of Understanding.	Progressing		75%	All ICT Service Level Agreements as required to facilitate the requirements for the ICT MOU for the Wellington Shire and East Gippsland Shire Councils have been delivered without issue for this period. No issues to report for this period.
Working with participating GLGN Councils and Local Government Victoria, to plan the establishment of a shared services operating model	Ongoing		0%	Both Wellington Shire Council and East Gippsland Shire Council continue to consider options to progress with a future shared services operating model.
Undertake an annual statutory planning customer survey to support continuous improvement initiatives	Ongoing		0%	First half of 2020 (January to June 2020) planning applicant and objector surveys have been completed. Second half of 2020 surveys have recently been received with the results to be compiled for future Council consideration.
Rollout the Complaint Handling Strategy (aligned with the Complaint Handling Framework)	Completed		100%	Complaint handling process is now live in Authority. Training video is on the Intranet and some one-on-one training provided. Once new CRM is installed all CARS and Complaints will be processed utilising the new system.



Major Initiatives and Initiatives Progress Report | 2021

Action Name	Status	Traffic Lights	Progress	Comments
Implement the Customer Service Strategy Mystery Shopping initiative across all areas of Council	Completed	✓	100%	Mystery Shopping commenced in February and completed in July. Had a break whilst in lock down from late March to beginning of July. Overall score was 54% which has ranked Wellington Shire around 18th out of 44 Councils. Will now implement some changes within customer service to include, ensuring we get their name, taking ownership and seeking permission to ask questions. This will be rolled out over September/October.
Replace marketing items used for events - new pull-up banners, flags and marquee to improve public perception of Council as a professional organisation	Completed	✓	100%	New pull-up banners have been purchased and have replaced the old, outdated ones. The WSC marquee has undergone some repairs, so does not need replacing at this time.
Implement online tendering system across the organisation to ensure consistency and good governance	Completed	✓	100%	The new online system for tender submissions has been rolled out. All tender submissions will now be submitted via the new portal. The e-tendering website provides a web-based tool that enables Council to procure goods and services over the internet. It provides a simple, secure and efficient means for managing tendering activities, correspondence and quotations. Registration for our suppliers is required and is free.
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.	Not Progressing		55%	A public launch for the Gallery Foundation has been postponed to later in 2021 to co-incide with the Archibald Prize and will not take place in the 2020/21 financial year.
Progress the sale of Council's Surplus Land in accordance with policy and standards of best practice.	Progressing	▶	75%	<ul style="list-style-type: none"> * Contracts being updated with purchaser details for Weir Road, Heyfield. * Council report seeking approval to progress sale of 65 Temple Street, Heyfield scheduled 20 April 2021. * Report for Cobains Hall scheduled for May 2021 once valuation received (April 2021) and potential purchaser confirms offer to purchase at market value.

Major Initiatives and Initiatives Progress Report | 2021

Action Name	Status	Traffic Lights	Progress	Comments
Effectively manage and operate the Gippsland Regional Livestock Exchange to Council's satisfaction and provide updates to Council highlighting key performance indicators.	Not Progressing	⏸	75%	<ul style="list-style-type: none"> * Second largest Store Cattle sale successfully completed following GRLE's redevelopment in 2016. * Number of meetings and calls completed with certain agents regarding conduct whilst working at the yards. * Council workshop covering the first half of 2020/21 moved back to 20 April 2021. * Staff attending industry workshop at Horsham regional saleyards in March 2021.
Undertake a review of potentially contaminated land to ensure appropriate mitigation prior to development occurring	Not Due To Start	ⓘ	0%	Background work will advance on this initiative following progression of other strategic planning priority projects.
Implement a Safety Leadership Program in line with new Victorian Occupational Health & Safety changes.	Completed	✓	100%	All current staff in leadership positions have completed the training with the exception of 1 staff member. They have also completed a quiz that is more a navigation exercise to find their way around the OH&S Management System sharepoint page.
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.	Progressing	▶	30%	Currently completing research and gathering information for project. On track for delivery by Q4.
Develop a Gender Equality action Plan as per the Gender Equality Act 2020.	Progressing	▶	20%	<ul style="list-style-type: none"> -New legislation has begun 31 March 2021 -HR to work with community and culture on gender impact assessments.

Major Initiatives and Initiatives Progress Report | 2021

Action Name	Status	Traffic Lights	Progress	Comments
Develop and implement a Leadership Development program for all staff.	Progressing		25%	<ul style="list-style-type: none"> - Speaking with Human Synergetics regarding the LSI tool for Managers/GM/CEO - Finalised TNA updates and liaising with ELMO regarding a learning Hub.
Plan and develop media strategies to lobby relevant agencies in the best interests of Wellington residents, local business and the economy	Completed		100%	<p>The Communications and Media team has worked closely with relevant Council teams on media strategies and campaigns during the past 12 months including:</p> <ul style="list-style-type: none"> * The Native Timber Task Force which is lobbying State Government about the cessation of native timber harvesting in Gippsland; * The Wellington Still Delivering campaign which seeks to assist local businesses adapt their practices and business activities around the Covid-19 pandemic; * The Be Kind Wellington concept which encourages community participation, along with kind, compassionate communication with members of the community during the Covid-10 pandemic; * Communications for emergency situations such as the Covid-19 pandemic, the Black Summer Bushfires and preparations for the 2020-21 fire/flood season.



MARCH 2021 QUARTERLY FINANCE SUMMARY

INCORPORATED IN PERFORMANCE REPORT

INCOME STATEMENT
For the period ending 31 March 2021

	YEAR TO DATE			FULL YEAR 2020-21		
	Actual	Adopted Budget	Variance	Forecast	Adopted Budget	Variance
	\$000's	\$000's	\$000's	\$000's	\$000's	\$000's
Income						
Rates and charges	63,192	63,460	(268)	63,455	64,276	(821)
Statutory fees & fines	817	622	195	881	786	95
User fees	3,849	5,332	(1,483)	6,284	7,922	(1,638)
Grants - operating	9,169	7,774	1,395	13,934	11,204	2,730
Grants - capital	2,921	8,108	(5,187)	16,302	16,028	274
Contributions - operating (monetary)	235	138	97	344	206	138
Contributions - capital (monetary)	20	466	(446)	1,016	1,335	(319)
Contributions - non monetary	5,580	-	5,580	4,387	-	4,387
Other income	1,480	1,675	(195)	1,953	2,298	(345)
Total Income (Inc capital income)	87,263	87,575	(312)	108,556	104,055	4,501
Expenditure						
Employee costs	21,104	22,049	945	29,217	29,821	604
Materials and services	23,102	25,604	2,502	38,657	38,236	(421)
Bad and doubtful debts	-	-	-	70	70	-
Depreciation and amortisation	16,441	16,325	(116)	24,751	24,916	165
Borrowing costs	70	70	-	(7)	93	100
Finance cost leases	4	3	(1)	4	4	-
Other expenses	6,215	627	(5,588)	5,401	948	(4,453)
Net loss on disposal of property, infrastructure, plant & equipment	432	165	(267)	1,273	931	(342)
Total Expenditure	67,368	64,843	(2,525)	99,366	95,019	(4,347)
Surplus for the year	19,895	22,732	(2,837)	9,190	9,036	154

Note: The forecast figures reflect any known changes that have arisen since the adoption of the original budget. Including these changes enables Council to more accurately monitor financial performance during the year and predict the end of year position. However, Council must report publicly against the original adopted budget on a quarterly basis.

The forecast to adopted budget reflects a minor variance of \$154,000 for the year ending 30 June 2021. The variance is mainly due to the repayment of unused grant funding of (\$4.3M) for shared services initiative. User fees income forecasted as of 30 June 2021 is less than initially budgeted by (\$1.6M) mainly due to the impact of COVID-19 on daily operations. The forecast also includes the estimated year to date impact of COVID-19 on income and the offsetting reductions in employee and other ancillary costs. This is partly offset by the recognition of contributions (non monetary) of drainage, roads and footpaths assets with new subdivisions of \$2.8M and donated art gallery works of \$1.5M. Operating grant funding of \$1.3M for Working for Victoria initiative will be received and is included in the forecast (offset by corresponding increase in employee costs).

Adopted Budget to YTD Actuals

The result for the third quarter of the year reflects a surplus of \$19.9M against an adopted budget surplus of \$22.7M resulting in a adverse variance of (\$2.8M). The variance is a combination of operating result (operating income less operating expense) of (\$3.2M), impact of lower capital grant income of (\$5.2M) and contributions (non monetary) received during the year for assets and donations of \$5.6M.

A summary of major operating variances that have occurred to date include:

Operating Income

- **(\$0.27 million)** **Rates & charges** - A number of special charge road construction schemes will not be completed until early 2021/22 thereby delaying the raising of owner contributions (\$228k). Delays in raising of interest on outstanding rates has also resulted in lower income to date of (\$153k). This is partly offset by an net increase of additional rates of \$115k raised in 2020/21.
- **\$0.19 million** **Statutory fees & fines** - Income raised from planning fees and information certificates to date have been higher than expected due to recent high demand for new dwellings.
- **(\$1.48 million)** **User fees** - User fees raised from Leisure facilities of (\$936k), The Wedge (\$231k) and registration and permits (\$271k) were lower than budget due to the impact of COVID-19. Pool registrations (new pool compliance legislation) initially due by September 2020 have been deferred due to COVID-19 and a legislative change altering the timing of expected income resulting in (\$188k) less income. Income raised from Central Gippsland Visitor Centre and Art Gallery merchandises have been slightly higher than predicted due to an increase in visitors to the region.

- **\$1.40 million** **Grants (operating)** - Unbudgeted (new) funding received towards the Working for Victoria initiative of \$1.2 million has been accounted for as at March 2021. Other minor grants relating to Natural Disaster funding (January 20 bushfire claims), COVID-19 and community projects have been raised/received during the period. The combating pests and weeds from drought impact project has commenced but is slightly behind schedule resulting in lower funding allocation to date of \$240k and funding for the pests animal and plant program (\$75k) is yet to be received for 2020/21.
- **(\$0.20 million)** **Other income** - Falling interest rates has also resulted in lower than expected interest on investments earned (\$296k) to the period ending 31 March 2021. Income raised from rental was lower than expected by (\$245k) due to various rental leave arrangements offered as a response to COVID-19. This was offset by unbudgeted insurance recoveries, asset sales, donations and recognition of assets reclassified from non Council to Council maintained.

Operating Expenditure

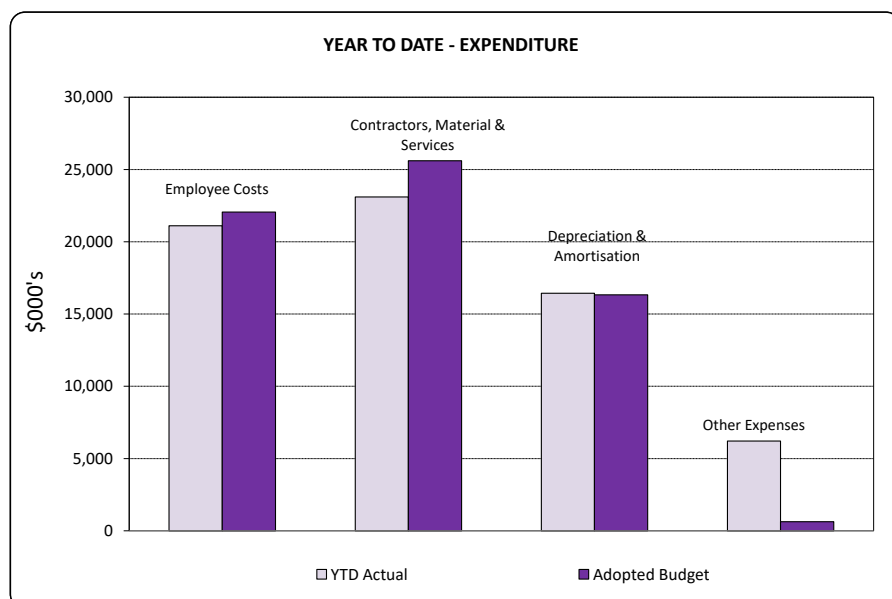
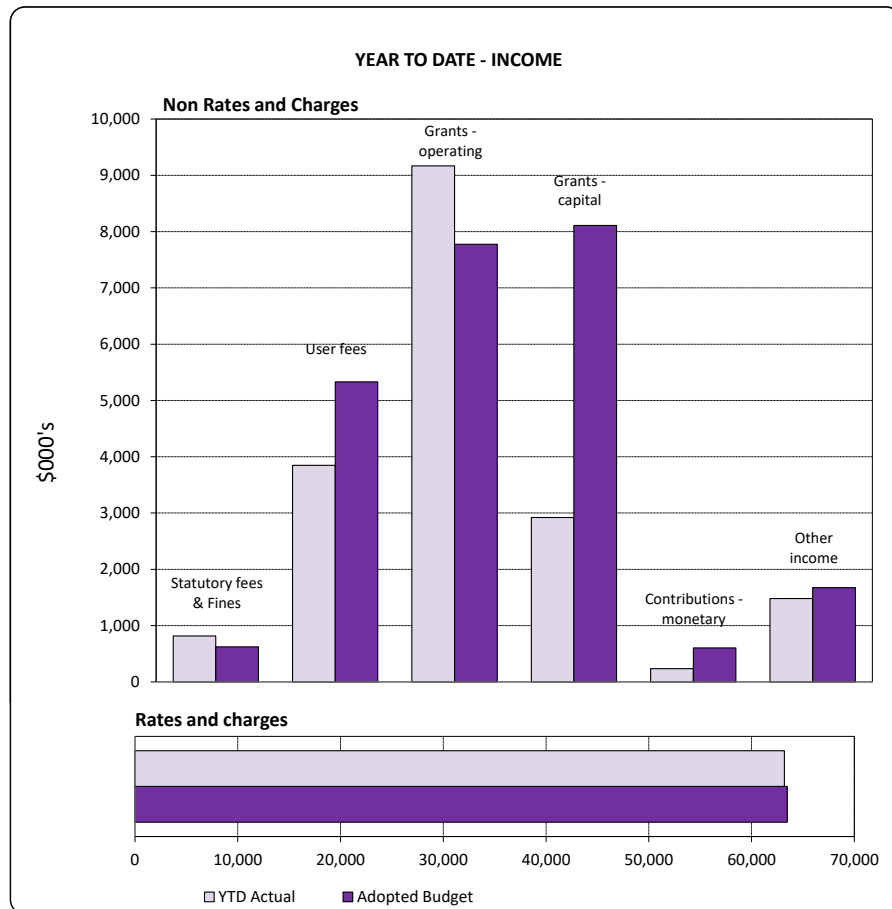
- **\$0.95 million** **Employee costs** - Salaries and wages are below budget by \$237k mainly due to unfilled vacant positions throughout the organisation and the impacts of COVID-19. Further savings resulting in lower casual staff salaries of \$208k, but this has been partly offset by additional travel payments for use of own vehicles by staff. Lower 2021/22 workcover premium has resulted in savings of \$320k. Employee cost forecast for 30 June 2021 is approximately \$600k below the initial budget but the final savings will be impacted by year end accounting entries.
- **\$2.50 million** **Contractors, materials and services variance includes:**
 - a. **\$520k** - Expenditure incurred on infrastructure, parks and general building maintenance was lower than anticipated.
 - b. **\$443k** - Under spends on shared services and other corporate system improvements due to delay in implementation.
 - c. **\$368k** - Less utilities have been incurred at operational and community facilities due to COVID-19 lockdowns.
 - d. **\$359k** - Expenditure associated with software maintenance is below budget, but the majority is expected to be spent by 30 June 2021.
 - e. **\$343k** - Overall consultants costs incurred to date are below budget due to delay of commencement of some business development and strategic planning projects.
 - f. **\$301k** - Expenses on major plant were below budget mainly for fuel, parts and maintenance.
 - g. **\$260k** - Lower premium increase for asset and public liability insurance for 2020/21.
- **(\$5.59 million)** **Other expenses** - Other expenses includes the repayment of unused grant funding of \$4.3M for shared services initiative. Two pedestrians bridges valued at \$1.3 M have been reclassified from Council to non Council control.

A summary of major capital variances that have occurred to date include:

Capital Income

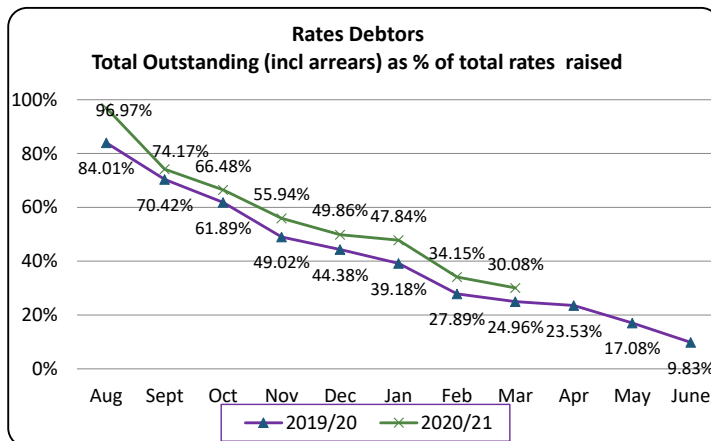
- **(\$5.19 million)** **Grants (capital)** - New funding has been received for a number of community facilities projects including Sale Oval Changerooms redevelopment and upgrades at Boisdale and Briagolong Recreation Reserves, with these funds to be allocated as work in progress. The final funding claims for Cameron Sporting Complex will be completed by June 2021. Once final ancillary works on the Market/McArthur Street Sale intersection are completed, the remaining grant claim of \$741k will be finalised. Roads to Recovery funding of (\$1.85M) has been delayed, even though major projects funded through Roads to Recovery are progressing with the majority of works expected to be completed by June 21. Projects include Asphalt Urban Streets (\$650k), Ingles Bridge (\$275k) and construction on residential street construction (special charges schemes) at Port Albert, Sale, Maffra and Stratford (\$434k). Works on other road reconstruction projects funded via Roads to Recovery totalling \$503k will be commencing shortly.
- **(\$0.45 million)** **Contributions - (monetary capital)** - Contributions are expected for Sale Botanic Gardens and Lions Park district open space upgrades and towards the Toongabbie-Cowwarr & Weir Roads Cowwarr reconstruction.
- **\$5.58 million** **Contributions - (non monetary capital)** - Recognition of land, drainage, roads and footpaths assets associated with new subdivisions of \$4.0M. Donated art gallery works of \$1.5M have also been recognised during the year.

MARCH 2021 COMPONENTS AT A GLANCE



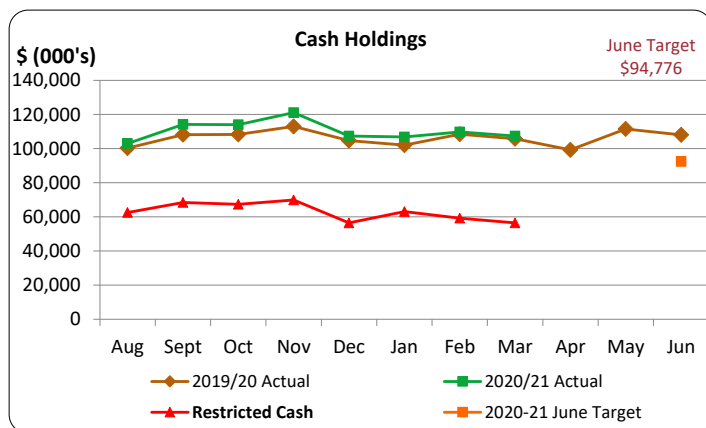
BALANCE SHEET**As at 31 March 2021**

Actual		Actual	Forecast	Adopted Budget
March 20		March 21	June 21	June 21
\$000's		\$000's	\$000's	\$000's
Assets				
122,614	Total Current Assets	136,543	106,683	86,214
888,092	Total Non Current Assets	1,007,605	1,026,300	925,119
1,010,706	Total Assets	1,144,148	1,132,983	1,011,333
Liabilities				
18,048	Total Current Liabilities	34,710	36,328	19,253
18,957	Total Non Current Liabilities	16,163	14,601	22,652
37,005	Total Liabilities	50,873	50,929	41,905
973,701	Net Assets	1,093,275	1,082,054	969,428



The rate debtors outstanding at the end of March 2021 were \$21.1 million (30.1%) compared to March 2020 of \$17.3 million (24.9%).

Debt collection has recommenced on existing accounts. Final notices for outstanding 2020/21 balances will be issued by early June 21.



Council cash holdings at the end of March 2021 are \$107.4M, slightly higher than March 2020 of \$105.7M due to advance funds and lower than expected expenditure.

The current cash holdings include \$56.5 million restricted funds; \$11.2M to cover reserves, \$45.3M to cover provisions and trusts, and approximately \$14.5M 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.

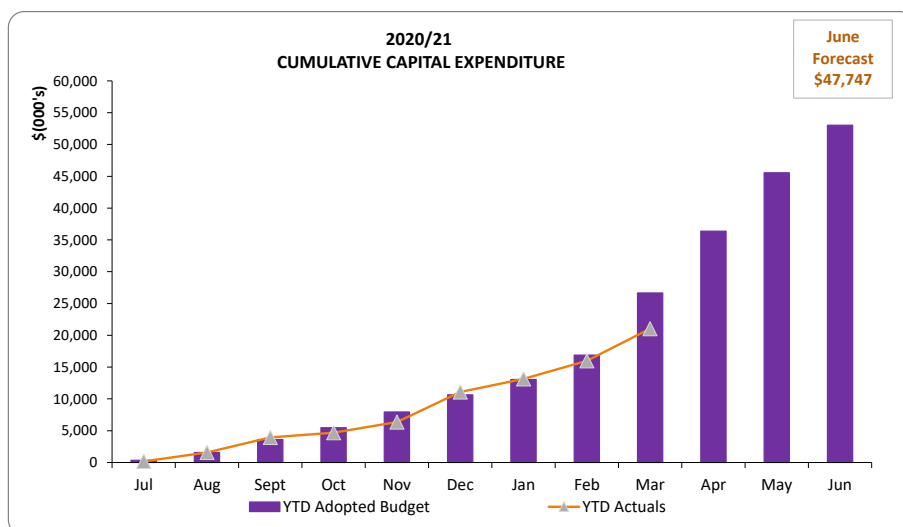
CAPITAL EXPENDITURE PROGRAM
For the period ending 31 March 2021

	YEAR TO DATE 2020-21			FULL YEAR 2020-21		
	Actual	Adopted Budget	Variance	Forecast	Adopted Budget	Variance to Adopted
	\$000's	\$000's	\$000's	\$000's	\$000's	\$000's
Property	5,115	8,561	(3,446)	10,995	14,805	(3,810)
Infrastructure	14,644	15,422	(778)	33,615	34,342	(727)
Plant and Equipment	1,191	2,311	(1,120)	2,531	3,377	(846)
Intangibles	93	120	(27)	606	493	113
Grand Total	21,043	26,413	(5,370)	47,747	53,017	(5,270)

	YEAR TO DATE 2020-21			FULL YEAR 2020-21		
	Actual	Adopted Budget	Variance	Forecast	Adopted Budget	Variance to Adopted
	\$000's	\$000's	\$000's	\$000's	\$000's	\$000's
Renewal	13,773	15,890	(2,117)	30,727	31,794	(1,067)
Upgrade	5,124	6,892	(1,768)	11,897	12,567	(670)
Expansion	1,904	3,106	(1,202)	4,254	7,288	(3,034)
New Assets	242	525	(283)	869	1,368	(499)
Grand Total	21,043	26,413	(5,370)	47,747	53,017	(5,270)

Capital Works Summary - for the period ending 31 March 2021

- Overall 53 projects are at practical completion, 59 more projects are underway and 24 projects have had contracts awarded but not yet commenced. 29 projects are in pre-planning (development of the concept design, the detail design, community consultation and seeking quotes or tenders).
- Cameron Sporting Complex - Building works are expected to be completed in April 2021 with the Certificate of Occupancy having been issued in March 2021.
- Port Albert Special Charge Scheme works are progressing well and are expected to be completed in August 2021.
- The multi year Sale Oval Changeroom Development works are progressing with the Changeroom upgrade stage to be completed in April 2021.
- Construction is progressing well on the Briagolong Recreation Reserve Traffic Management and Pony Club Redevelopment with expected completion in April 2021.
- Construction has continued on the following special charge schemes; Guthridge Pde Sale, Cooper Cres Maffra and Lloyd Street Stratford. Works are expected to be completed in June 2021.
- Some building projects are being delayed where Council is unable to source contractors.



13. GENERAL MANAGER CORPORATE SERVICES

13.1. ASSEMBLY OF COUNCILLORS

ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES

OBJECTIVE

To report on all assembly of Councillor records received for the period 29 March 2021 to 11 April 2021.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council note and receive the attached Assembly of Councillor records for the period 29 March 2021 to 11 April 2021.

BACKGROUND

Section 80A of the *Local Government Act 1989* required a written record be kept of all assemblies of Councillors, stating the names of all Councillors and Council staff attending, matters considered and any conflict of interest disclosures made by a Councillor. These records were required to be reported at an ordinary meeting of the Council and recorded in the minutes. Under the new *Local Government Act 2020*, this requirement is no longer provided for however, under Council's good governance framework, Council will continue to provide records of assemblies of Councillors to ensure that the community are kept informed of Councillors activity and participation.

Following is a summary of all Assembly of Councillor records received for the period 29 March 2021 to 11 April 2021.

ATTACHMENTS

1. Assembly of Councillors and Workshop Follow Up - 6 April 2021 [13.1.1 - 2 pages]

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 29 March 2021 to 11 April 2021.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

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

COMMUNICATION IMPACT

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

LEGISLATIVE IMPACT

The reporting of written records of assemblies of Councillors to the Council in the prescribed format complied with Section 80A of the *Local Government Act 1989* however, without prescription under the *Local Government Act 2020*, Council will continue to provide these records as part of Council's good governance framework.

COUNCIL POLICY IMPACT

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

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

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

COMMUNITY IMPACT

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

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

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

ASSEMBLY OF COUNCILLORS – 6 APRIL 2021

MEETING	COUNCILLORS AND OFFICERS IN ATTENDANCE (NAME AND POSITION)				CONFLICT/S OF INTEREST OR ACTION ITEMS
IT / Diary Meeting	Name	Attendance	Name	Attendance	
	Cr Bye	Yes	Cr Stephens	Yes	N/A
	Cr Crossley	Yes	Cr Tatterson	Yes	N/A
	Cr Hole (<i>sick leave</i>)	No	Cr Wood	Yes	N/A
	Cr McKenzie	Yes	David Morcom, CEO	Yes	N/A
	Cr Maher (<i>on leave</i>)	No	Leah Carubia, EA CEO	Yes	N/A
	Cr Rossetti	Yes	Jarrold Lovas, ICT Support Services Contractor	Yes	N/A

MEETING	COUNCILLORS AND OFFICERS IN ATTENDANCE				CONFLICT/S OF INTEREST OR ACTION ITEMS
Workshops	Name	Attendance	Name	Attendance	
	Cr Bye	Yes	Cr Tatterson	Yes	
	Cr Crossley	Yes	Cr Wood	Yes	
	Cr Hole (<i>sick leave</i>)	No	David Morcom, CEO	Yes	
	Cr McKenzie	Yes	Arthur Skipitaris, GM Corporate Services	Yes	
	Cr Maher (<i>on leave</i>)	No	Sharon Houlihan, GM Community & Culture	Yes	
	Cr Rossetti	Yes	Chris Hastie, GM Built & Natural Environment	Yes	
	Cr Stephens	Yes	Brent McAlister, GM Development	Yes	

Workshops (cont.)	MATTERS/ITEMS CONSIDERED AT THE MEETING	OTHERS IN ATTENDANCE
	1. AUDIT AND RISK COMMITTEE UPDATE	<ul style="list-style-type: none"> Chris Badger, Audit & Risk Committee Chair (external presenter) Arthur Skipitaris, General Manager Corporate Services <i>Conflict of Interest: Nil</i>
	2. 2021/22 BUDGET REVIEW INCLUDING AUDIT AND RISK COMMITTEE	<ul style="list-style-type: none"> Arthur Skipitaris, General Manager Corporate Services <i>Conflict of Interest: Nil</i>
	3. SUSTAINABILITY STRATEGY - 6 MONTH UPDATE	<ul style="list-style-type: none"> Tim Rowe, Manager Natural Environment and Parks Sam Nock, Coordinator Waste and Sustainability Joanna Rule, Sustainability Projects Officer <i>Conflict of Interest: Nil</i>
	4. COUNCIL PLAN CONSULTATION UPDATE	<ul style="list-style-type: none"> Bodye Darvill, Coordinator Council Plan Engagement <i>Conflict of Interest: Nil</i>
	5. DEVELOPMENT DIVISION UPDATE: PLANNING, BUILDING & BUSINESS DEVELOPMENT	<ul style="list-style-type: none"> Paul Johnson, Manager Business Development Joshua Clydesdale, Manager Land Use Planning Vanessa Ebsworth, Manager Municipal Services <i>Conflict of Interest: Nil</i>
	6. AUSTRALIAN PAPER MARYVALE PROJECT UPDATE	<ul style="list-style-type: none"> Rob Spence, Director – Spence Consulting Group (external presenter) David Jettner, General Manager Corporate Development – Australian Paper (external presenter) <i>Conflict of Interest: Nil</i>
	7. ID PROFILE UPDATE - ECONOMIC ANALYSIS OF THE TIMBER INDUSTRY	<ul style="list-style-type: none"> Ryan James, Client Consultant (external presenter via MS Teams) Mark Coleman, Economic Development Officer <i>Conflict of Interest: Nil</i>
	8. COUNCILLOR COMMUNITY CONVERSATIONS	<ul style="list-style-type: none"> Karen McLennan, Manager Communities, Facilities and Emergencies Catherine Vassiliou, Coordinator Social Planning and Policy <i>Conflict of Interest: Nil</i>
	9. HOME AND COMMUNITY CARE FUNDING REVIEW OVERVIEW	<ul style="list-style-type: none"> Karen McLennan, Manager Communities, Facilities and Emergencies <i>Conflict of Interest: Nil</i>
	10. ACCEPTANCE AND DECLARATION OF GIFTS, BENEFITS AND HOSPITALITY POLICY REVIEW UPDATE	<ul style="list-style-type: none"> Denise Teo, Governance Officer Arthur Skipitaris, General Manager Corporate Services <i>Conflict of Interest: Ni</i>

13.2. RESOLVE TO ADVERTISE DRAFT 2021/2022 BUDGET, PROPOSED RATES, FEES AND CHARGES

ACTION OFFICER: MANAGER CORPORATE FINANCE

PURPOSE

For Council to resolve to advertise its draft 2021/22 Budget and seek public submissions in accordance with Section 96 of the *Local Government Act 2020*.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That:

1. **Council advertise its draft 2021/22 Budget (as attached) including:**
 - **fees and charges; and**
 - **multi-year capital projects****in accordance with Section 96 of the Local Government Act 2020; and**
2. **Council consider submissions for the draft 2021/22 Budget at a Special Council Meeting on Thursday 27 May 2021 at 3pm; and**
3. **Council meet on Tuesday 15 June 2021 at 6pm to consider the formal adoption of the 2021/22 Budget; and**
4. **Council make the following declarations regarding rates and charges for the period commencing on 1 July 2021 and concluding on 30 June 2022:**
 - A) **Pursuant to the provisions of Sections 158, 161 and 162 of the Local Government Act 1989 (currently, these remain saved provisions under the 1989 Act), the Wellington Shire Council hereby resolves to declare that the amount it intends to raise by rates and annual service charges is \$64,632,608:**

General Rate:	\$57,707,691
Cultural & Recreational Land rates	\$ 65,048
Garbage Charge:	\$ 4,823,674
Waste Infrastructure Charge:	\$ 1,600,610
EPA Levy Charge:	\$ 360,005
Boisdale Common Effluent System Charge	\$ 10,532

- 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 0.004700 be specified as the general rate (subject to final valuation outcomes).**
 - (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 0.004700 (subject to final valuation outcomes)

- (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; 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 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 \$243.20 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 (same as last year) 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 \$18.15 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

F) Boisdale Common Effluent System Charge:

- (1) An annual service charge of \$421.00 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	-
Glenmaggie & District Boat Club	Licola Rd, Glenmaggie	-
Heyfield Bowling Club Inc	George St, Heyfield	1,598.00
Heyfield Golf Club Inc	91 Golf Course Rd, Heyfield	1,880.00
Lake Wellington Yacht Club Inc	725 Marlay Point Rd, Clydebank	-
Maffra Bowling Club Inc	Princess St, Maffra	869.50
Maffra Golf Club	Fulton Rd, Maffra	3,613.13
Maffra Sale Motorcycle Club	54 Tatterson Lane, Newry	170.38
Maffra Sale Motorcycle Club	Morison St, Maffra	270.25
Maffra Squash & Racquetball Club Inc	Little Johnson St, Maffra	293.75
Newry Golf Club	875 Three Chain Road Newry	-
Para Park Co-operative Game Reserve	Sunday Island, Port Albert	5,228.75
Port Albert Water Sports & Safety Centre	31-37 Bay St, Port Albert	-
Sale & District Aero Modellers Club Inc	Back Maffra Rd, Sale	146.88
Sale Agricultural Society – Sale Greyhound Club	Maffra-Sale Rd, Sale	10,457.50
Sale Agricultural Society – Showgrounds	Dawson St, Sale	3,290.00
Sale Angling & Sport Fishing Club	5 David St, Manns Beach	-
Sale Angling & Sport Fishing Club	Punt Lane, Sale	-
Sale City Football Netball Club Inc	Guthridge Pde, Sale	1,198.50
Sale Community Bowls Club Ltd	Foster St, Sale	4,582.50

Sale Croquet Club	Guthridge Pde, Sale	-
Sale Field & Game Association	Chessum Rd, Longford	951.75
Sale Golf Club	2631 Rosedale-Longford Rd, Longford	3,066.75
Sale Small Bore Rifle Club	86 Stephenson St, Sale	-
Sale Tennis Club	51 Guthridge Pde, Sale	552.25
Sale Turf Club	1227 Maffra-Sale Rd, Sale	1,092.75
Sale Turf Club	Maffra-Sale Rd, Sale	9,517.50
Sale United Football Club Inc	313-321 Raglan St, Sale	869.50
Sale-Maffra Badminton Association Inc.	59 Gibsons Rd, Sale	517.00
Sporting Legends Club Inc	316 Montgomery Rd, Bundalagwah	940.00
Stratford Angling Club Inc	Hollands Landing Rd, Hollands Landing	-
Stratford Bowls Club	18-22 Dawson St, Stratford	963.50
The Yarram Country Club Inc	332-338 Commercial Rd, Yarram	10,310.63
West Sale Bowls Club Inc	Hunt Place, Wurruk	552.25
Yarram Golf Club	42 Golf Links Rd, Yarram	2,115.00
Yarram Motorcycle Club	96 Morris Rd, Yarram	-
TOTAL		65,048.02

- H) Pursuant to the provisions of Section 169 of the Local Government Act 1989 (currently, this remains as a saved provision under the 1989 Act), Council resolves to declare 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.**

BACKGROUND

Council has developed the draft 2021/22 Budget, for the financial year commencing 1 July 2021 and ending 30 June 2022. Council undertook several workshops in early 2021 as part of the budget development, which reviewed the implications of the 2021/22 Rate Cap, proposed capital projects, operational costs, service levels and fees and charges.

This draft document outlines the broad range of services provided by Council and details the funding that is required to deliver these services as well as continuing to maintain and improve community infrastructure.

This draft budget has been prepared with recovery from the COVID-19 pandemic in the forefront, both for the Wellington community and Council as an organisation. There is no doubt that the pandemic has had a large impact on our local businesses, volunteer groups and community as a whole. Council was not spared that impact.

Last year, in response to the pandemic, Council delivered its first ever 'rate-freeze' with a 0% change. This year, the general rate increase has been capped at 1.5% in line with the Victorian Government's Fair Go Rates System. Council is resolved to maintaining and enhancing services, while working within the cap.

Following a review of current waste management costs, the Garbage Charge will increase from \$222.00 to \$243.20. The EPA Levy Charge will increase from \$16.92 to \$18.15 to cover the impact of the increase in the prescribed Municipal and Industrial waste levies as set by the Environmental Protection Agency. The Waste infrastructure charge will remain unchanged at \$55.00.

Fees and charges set by Council have also been reviewed and increases proposed where appropriate.

The next step in the process is for Council to formally advertise the 2021/22 Draft Budget and to receive submissions regarding same, so that Council is in a position to consider the adoption of the proposed budget at the 15 June 2021 Ordinary Council Meeting.

The full range of issues considered within the budget is detailed in the attached document, which is based on the best practice guide for reporting local government budgets in Victoria and focuses on the core statutory requirements. The budget document also includes a schedule listing of proposed 2021/22 fees and charges.

ATTACHMENTS

1. 2021-22 Draft Budget [**13.2.1** - 58 pages]

OPTIONS

Council has the following options available:

1. To resolve to advertise the draft 2021/22 Budget seeking submissions from the public; or
2. To seek further information and present the draft 2021/22 Budget to Council for consideration at a later Council meeting.

PROPOSAL

That:

1. Council resolve to advertise the draft 2021/22 Budget (as attached) in accordance with Section 96 of the *Local Government Act 2020*; and
2. Council consider submissions on the draft 2021/22 Budget at a Special Council Meeting on Thursday 27 May 2021 at 3pm; and
3. Council meet on Tuesday 15 June 2021 at 6pm to consider the formal adoption of the 2021/22 Budget; and

4. Council make declarations regarding rates and charges for the period commencing on 1 July 2021 and concluding on 30 June 2022.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

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	0.004700	\$34,189,414
Commercial/Industrial	0.004700	\$11,847,785
Farm	0.003760	\$11,670,492
Cultural and Recreational Land		\$65,048
Total		\$57,772,739

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)	\$243.20	\$4,823,674
Waste Infrastructure Charge	\$55.00	\$1,600,610
EPA Levy Charge	\$18.15	\$360,005
Boisdale Common Effluent System Charge	\$421.00	\$10,532
Total		\$6,794,821

All rates are levied on Capital Improved Values, which were revalued at 1 January 2021 and are effective from 1 July 2021.

Council also proposes a rate rebate on land with a Deed of Covenant for conservation purposes, which will amount to approximately \$25,000.

COMMUNICATION IMPACT

All individuals or organisations making submissions in response to the draft 2021/22 Budget will have an opportunity to provide feedback to Council on Thursday 27 May 2021 and will be advised in writing of the outcome once Council has considered their submission.

LEGISLATIVE IMPACT

As soon as practicable after a Council has prepared a proposed budget, the Council must give public notice that it is available for public consideration under Council's Community Engagement Policy and in accordance with Section 96 of the *Local Government Act 2020*. While the requirement to provide a 28-day submission period under section 223 of the previous *Local Government Act 1989* is no longer legislatively required, for this draft budget,

Council will follow the processes outlined under s223 to ensure sound community engagement and public transparency.

Sections 158, 161, 162, 169 of the *Local Government Act 1989* remain saved provisions under the 1989 Act and there is currently no transition plan to the *Local Government Act 2020*.

COUNCIL POLICY IMPACT

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

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.

RESOURCES AND STAFF IMPACT

The outcomes of the budget process will have an impact on the level of resources available in the 2021/22 financial year and the staffing levels of Council.

COMMUNITY IMPACT

The draft 2021/22 Budget reflects the financial impact of the services provided by Council to the community and, as such, will impact on the community through enhanced services especially in infrastructure construction, maintenance, recreation programs and facilities, and strengthening community participation.

ENVIRONMENTAL IMPACT

Council considers that the declaration of a rate rebate on land with a Deed of Covenant for conservation purposes will ensure that the biodiversity values of the land will be protected for the benefit of the broader community.

ENGAGEMENT IMPACT

Section 96(1)(b) of the *Local Government Act 2020* requires that Council develop the budget in line with its Community Engagement Policy. To ensure that Council provides ample and varied opportunity for community engagement, Council will place the draft 2021/22 Budget on Council's website and advertise that it has done so. Advertisements will be placed in local newspapers, on Facebook and Council's website seeking community submissions on the draft 2021/22 Budget and inviting the public to speak to and in support of submissions at a special Council meeting to consider any submissions received.

RISK MANAGEMENT IMPACT

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



WELLINGTON SHIRE COUNCIL

Draft Budget Report 2021/22

20-Apr-21

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2021/22 Budget - Wellington Shire Council

Mayor's Introduction

On behalf of Council, I am pleased to release the 2021/22 budget to our community.

This document outlines the broad range of services provided by Council and details the funding that is required to deliver these services as well as continuing to maintain and improve community infrastructure.

It is important to note that this budget has been prepared with recovery from the COVID-19 pandemic in the forefront, both for the Wellington community and Council as an organisation. There is no doubt that the pandemic has had a large impact on our local businesses, volunteer groups and community as a whole. Council was not spared that impact.

A great deal of work has been completed to find cost savings within our operations, and this is reflected in the budget. Last year, in response to the pandemic, Council delivered its first ever 'rate-freeze' with a 0% change. This year, the general rate increase has been capped at 1.5% in line with the Victorian Government's Fair Go Rates System. Council is resolved to maintaining and enhancing services, while working within the cap.

It is also important to note, that 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-General), overall Council's revenue from general rates income will increase by 1.5%.

Council will also continue to fund other new initiatives (including a number over multi -years) and allocate additional funds to renew infrastructure within the Shire including:

- Cowwarr - Streetscape masterplan stage 2
- Sale - Environmental Education Centre & Wetland Project
- Maffra- Stormwater retention basin and outfall improvement works
- Albion - Great Southern Rail Trail Extension - Albion to Welshpool
- Sale - York Street Streetscape renewal (multi-year project)
- Heyfield - Gordon Street Renewal (George Street to Harbeck Street)
- Yarram - Pound Road East Widening Project
- Maffra Recreation Reserve netball court and lighting development
- Briagolong - Recreation Reserve Tennis Court renewal
- Loch Sport - Road safety treatments and carpark
- Yarram - 'A Warmer Pool for Yarram' project (multi-year project)
- Albion West - Sloping Bridge widening
- Sale - Stephenson Park changerooms redevelopment (multi-year project)
- Stratford - Outdoor pool solar upgrade and pool blanket
- Seacombe - Boat ramp upgrade
- Rosedale - Cricket Street biodiversity enhancement

We have budgeted to spend \$14.5M on roads, bridges and drainage, including the annual road reseals, and re-sheeting program, reconstruction of numerous roads across the shire and intersection upgrades and improvements, plus \$3.9M on residential street schemes and \$10.7M on footpaths including streetscapes, our annual footpaths and shared paths program. Wellington Shire's natural environment will benefit from a \$2.3M investment in open space projects, parks, reserves, sportsgrounds, playgrounds and skate parks. The 2021/22 current year capital works program will be \$44.5M with \$22.9M funded from Council operations, \$18.3M from external grants and contributions and \$3.3M from new borrowings.

In addition to our capital works program, we will spend a further \$9.7M in urban and rural areas on our regular maintenance programs, including roadside vegetation management, fire breaks, sealed and gravel roads, drainage, and road sweeping and another \$6.2M on maintaining our open spaces.

We look forward to working with the community to deliver these exciting projects throughout the coming year.

Councillor Garry Stephens
Mayor Wellington Shire Council

2021/22 Budget - Wellington Shire Council

Financial Snapshot

Key Statistics	2020/21 Forecast \$ 000's	2021/22 Budget \$ 000's
Total Income	108,556	114,364
Total Expenditure	99,575	95,363
Comprehensive operating surplus	8,981	19,001

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

The majority of the increase in 2021/22 operating surplus compared to 2020/21 is due to Council budgeting to receive a full year allocation of 2021/22 Financial Assistance Grants. The 2020/21 allocation was lower due to Council receiving in May 2020 (19/20 financial year) a \$7.2M advance of its 2020/21 Financial Assistance Grants allocation.

Underlying operating deficit	(11,177)	(485)
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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 2021/22 capital funds are defined as recurrent capital grants (Road to Recovery funding) of \$6.0M, non recurrent grant funding of 10.9M, contributions (including ratepayer contributions to special street charge schemes) of \$4.1M and other capital adjustments of (\$0.9M) and all have been excluded to determine the underlying result.

The 2020/21 underlying deficit is impacted by lower Financial Assistance Grants being received in 2020/21 (\$7.2M of the 2020/21 Financial Assistance Grants was advanced and received in May 2020) and the repayment of funding received for the Shared Services initiative of \$4.6M.

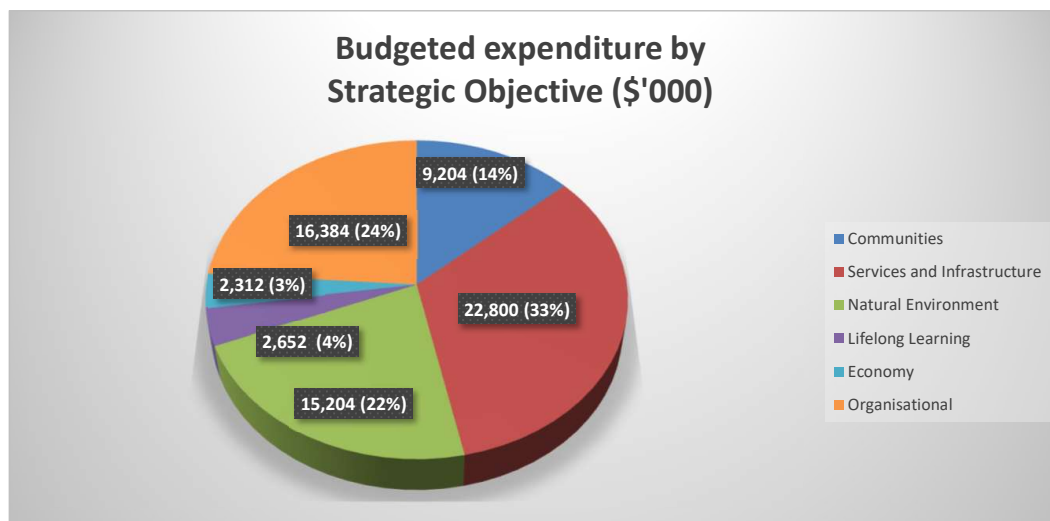
Cash result	(12,756)	(1,540)
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This is the net funding result after operations, capital works and financing activities. Refer Statement of Cash Flow in Section 3.

Capital works program	47,747	50,013
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Funding the capital works program

Cash and Reserves	25,175	28,381
Borrowings	-	3,300
External grants and contributions (recurrent and non-recurrent)	22,572	18,332
	47,747	50,013



2021/22 Budget - Wellington Shire Council

Economic Assumptions

Assumption	Notes	Forecast	Budget	Projections			Trend +/-
		2020/21	2021/22	2022/23	2023/24	2024/25	
Rate Cap Increase	1	2.00%	1.50%	1.75%	2.00%	2.00%	+
Population Growth	2	1.22%	1.21%	1.19%	1.17%	1.13%	-
Investment Interest Rate	3	0.74%	0.35%	0.50%	0.50%	0.50%	o
Borrowing Interest Rate	4	4.00%	4.00%	4.00%	4.00%	4.00%	o
CPI	5	2.00%	1.50%	1.75%	2.00%	2.00%	o
User Fees	6	2.00%	1.50%	2.00%	2.00%	2.00%	o
Grants - Recurrent	7	2.00%	1.50%	2.00%	2.00%	2.00%	o
Grants - Non-Recurrent		2.00%	1.50%	2.00%	2.00%	2.00%	o
Contributions		2.00%	1.50%	2.00%	2.00%	2.00%	o
Employee Costs	8	2.50%	2.50%	2.50%	2.50%	2.50%	o
Contactors, consultants and materials		2.00%	1.50%	2.00%	2.00%	2.00%	o
Utilities		2.00%	1.50%	2.00%	2.00%	2.00%	o

Notes to Assumptions

1. Rate Cap

Base rate revenue will increase by 1.5% for the 2021/22 year, based on the state government rate cap, with estimated future annual increases in line with the Victoria Government Budgeted CPI increases. Rating increases are prepared in line with the Rating and Revenue Plan.

2. Population Growth

The Victorian Government's "Victoria in Future" forecasts suggest that between now and 2036, population will grow by an annual average rate of 1.2% in Wellington Shire.

3. Investment Interest Rate

The average rate of return for investments has been decreasing and it is assumed with the low levels of CPI the interest rate will remain at its reduced rate for some period to come.

4. Borrowing Interest Rate

The current borrowing rate is not expected to increase or decrease for the next few years.

5. CPI

The CPI has been projected to reflect the Victorian State Government Budget.

6. User Fees

User Fees are determined to be based on a cost recovery status no higher than market rate as determined in the Rating and Revenue Plan. In the 2021/22 budget fees (refer 4.1.3) have not been allowed to increase above the CPI.

7. Grants - Recurrent

Grants Recurrent are expected to continue for the next four years. These include Roads to Recovery and several smaller operating grants that enable Council to maintain its current service levels.

8. Employee Costs

Employees costs have increased in line with the current Enterprise Agreement (EA) schedule and are anticipated to continue at the same rate to the EA expiry date. Superannuation expenses are forecast to continue in line with government requirements.

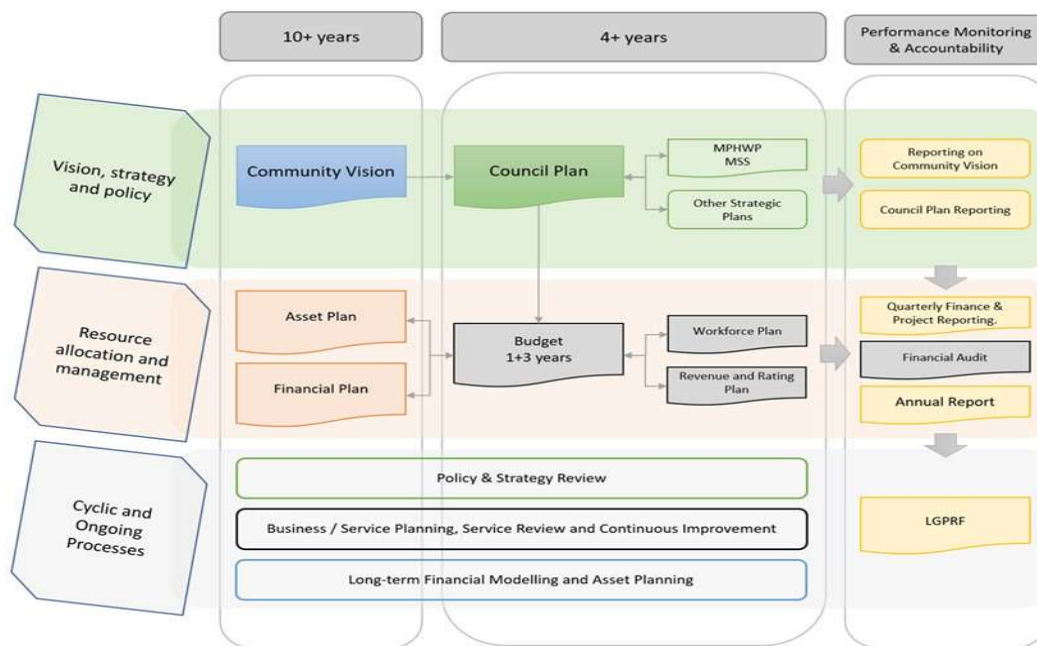
2021/22 Budget - Wellington Shire Council

1. Link to the Council Plan

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

1.1 Legislative Planning and Accountability Framework

The Budget 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 diagram below depicts the integrated planning and reporting framework that applies to local government in Victoria. At each stage of the integrated planning and reporting framework there are opportunities for community and stakeholder input. This is important to ensure transparency and accountability to both residents and ratepayers.



Source: Department of Jobs, Precincts and Regions

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.

Community consultation needs to be in line with a council's adopted Community Engagement Policy and Public Transparency Policy.

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.

2021/22 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. It must also be noted that although we are preparing a new Council Plan for the years 2021-25, which is due by 31 October 2021, many of the strategic objectives and actions detailed below remain relevant and will be subsumed into the strategic objectives of the new plan.

Strategic Objective	Description
1 Communities	<p>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.</p> <p>1.1 Maintain friendly, safe communities providing opportunities for residents to lead healthy and active lifestyles.</p> <p>1.2 Celebrate, recognise and acknowledge our diverse community and improve social connections among youth, aboriginal and aged communities.</p> <p>1.3 Strengthen community identity by promoting our heritage and history and appreciation for small town rural living.</p> <p>1.4 Enhance resilience in our towns and our communities.</p>
2 Services and Infrastructure	<p>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.</p> <p>2.1 Council services and infrastructure are responsive to identified current and future community needs within budget parameters.</p> <p>2.2 Council assets are responsibly, socially, economically and sustainably managed.</p> <p>2.3 Wellington Shire is well planned, considering long term growth and sustainability.</p> <p>2.4 Continued improvement to Wellington Shire's connectivity with further developed, accessible transport networks.</p>
3 Natural Environment	<p>Wellington's natural environment and landscapes are clean, diverse, beautiful, accessible and protected.</p> <p>3.1 Conserve and protect our natural environment through responsible and sustainable management practices.</p> <p>3.2 Demonstrate leadership in waste, water management, land management and energy efficiency.</p> <p>3.3 Build resilience in our communities and landscapes to mitigate risks from a changing climate.</p>
4 Lifelong Learning	<p>Wellington has a broad choice of local training, education and holistic learning and development options that lead to meaningful employment and personal fulfilment.</p> <p>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.</p> <p>4.2 Encourage innovation for and in the region.</p>
5 Economy	<p>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.</p> <p>5.1 Support and develop our existing businesses.</p> <p>5.2 Use a targeted approach to attract new business investment to Wellington Shire, to support population growth.</p> <p>5.3 Grow Wellington Shire's visitor economy.</p>
6 Organisational	<p>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.</p> <p>6.1 Wellington Shire Council is a leader in best practice, innovation, and continuous improvement.</p> <p>6.2 Community engagement and customer service excellence is central to Council's decision making process.</p> <p>6.3 Maintain a well governed, transparent, high performing, ethical and accountable organisation.</p> <p>6.4 Act and lobby on behalf of the priorities of the community.</p>

2021/22 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 2021/22 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		2019/20	2020/21	2021/22
			Actual	Forecast	Budget
			\$'000	\$'000	\$'000
Social Planning & Community Committees	The Social Planning & Community Committees teams provide opportunities for communities to work in partnership with local government to achieve identified priorities. These teams work 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	2,003	2,256	2,240
		Rev	(214)	(456)	(442)
		NET	1,789	1,800	1,798

Services include:

- Social Policy and Planning
- Access and Inclusion
- Youth Liaison
- Art Development
- Community Engagement
- Community Committees

Major Initiatives

- Deliver legislated responsibilities for adoption of the Municipal Public Health and Wellbeing Plan 2021-25 (Healthy Wellington) and finalisation of implementation plan.

Other Initiatives

- Deliver legislated responsibilities for review and redevelopment of Council's disability action plan and finalisation of implementation plan.
- Deliver recommendations from the 2021 review of Council funding allocation to home and community care.
- Develop and roll out new agreement templates for community-managed facilities that define all roles and responsibilities and are easier for committees to use, as identified in the Community Managed Facilities Strategy.
- Develop user / hire fees and financial management guidelines for communication to all applicable facilities as identified in the Community Managed Facilities Strategy.
- Review management models and commence transition of appropriate Council direct-managed facilities to community-managed model - Sale Oval, Stephenson Park, Stead Street Oval, Lions Park, Wurruk Recreation Reserve, Sale Velodrome, Baldwin Reserve and Gwen Webb Centre.
- Deliver Centralised Registration Enrolment Scheme Project – Phase 1 investigating feasibility of introducing shire-wide centralised registration system and/or enrolment for state-funded kindergartens.

2021/22 Budget - Wellington Shire Council

Service area	Description of services provided		2019/20	2020/21	2021/22
			Actual	Forecast	Budget
			\$'000	\$'000	\$'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	2,749	2,697	3,153
		Rev	(1,691)	(1,362)	(2,348)
		NET	1,058	1,335	805
Major Initiatives					
<ul style="list-style-type: none">Complete Aqua Energy Redevelopment project detailed design to progress to 'investment-ready' status ahead of future available funding opportunities.					
Other Initiatives					
<ul style="list-style-type: none">Provide targeted local promotion for the pre-season launch and ongoing 'active season' marketing of the new Yarram Warmer Pool, its programs and the benefits.Develop and deliver a detailed action plan for the provision of a comprehensive schools learn to swim program, which aligns with the learning outcomes of the Victorian Curriculum.Introduce new programming in the redeveloped multi-use (creche) space at Aqua Energy with the timetabling of scheduled professional development training programs and increased provision of 'Mind and Body' style group fitness classes.Provide three targeted program options to address social inclusion outcomes and/or to address requirements of diverse demographic groups within the Wellington community.					
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	2,594	2,965	3,241
		Rev	(1,445)	(1,584)	(1,612)
		NET	1,149	1,381	1,629
Major Initiatives					
<ul style="list-style-type: none">Complete 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.Rollout the Complaint Handling Strategy (aligned with the Complaint Handling Framework).					
Other Initiatives					
<ul style="list-style-type: none">Review the Domestic Animal Management Plan (DAMP).Undertake a Tender process for the Council Pound to ensure the management and administration are provided as required by the Contract.Development of a Wellington Shire Council Health Newsletter to better inform the public about the operations of Council's health department.Completion of the Swimming Pool and Spa new legislation process to align with the new requirements, including registrations fees, forms and ongoing compliance.Conduct an external audit of the Domestic Wastewater Management Plan (DWMP) and report findings/outcomes to Council.Commence a process of Registration of category 1 aquatic facilities as per requirements of the Public Health and Wellbeing Regulations 2019.					
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	771	1,015	570
		Rev	(328)	(677)	(255)
		NET	443	338	315
Other Initiatives					
<ul style="list-style-type: none">Coordinate municipal level response, relief and recovery for the ongoing COVID-19 Pandemic.					
TOTAL COMMUNITIES OBJECTIVE			4,439	4,854	4,547

2021/22 Budget - Wellington Shire Council

Service Performance Outcome Indicators

Service	Indicator	2019/20 Actual	2020/21 Forecast	2021/22 Budget
Animal Management*	Animal management prosecutions	100%	>80%	>80%
Aquatic Facilities*	Utilisation of aquatic facilities	4.2 visits	4 or more visits	5 visits or more
Food Safety*	Critical and major non-compliance notifications	100%	100%	100%

* refer to table at end of section 2.7 for information on the calculation of Service Performance Outcome Indicators

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		2019/20 Actual \$'000	2020/21 Forecast \$'000	2021/22 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 \$41M to \$50M per annum and providing asset management and information systems and support.	Exp	2,095	2,923	3,578
		Rev	(238)	(508)	(730)
		NET	1,857	2,415	2,848

Major Initiatives

- *Deliver the York Street Streetscape Upgrade works scheduled for 2021/22.*

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 planning for new infrastructure development opportunities and 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	11,764	12,847	13,100
		Rev	(4,903)	(2,983)	(5,089)
		NET	6,861	9,864	8,011

Other Initiatives

- *Progress the priority actions (subject to funding) recommended by the Maffra Drainage, Flood and IWM plan and the North Sale End Point Treatment Investigation Report.*
- *Investigate options for disposal and/or reuse of materials and road maintenance activities and update process for these activities.*
- *Implement actions of the internal Road Management Plan 2017 audit.*
- *Commence development of a professional development plan for engineering and technical staff across the Built Environment and Assets and Projects Team.*

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	1,146	1,293	1,741
		Rev	(386)	(406)	(978)
		NET	760	888	763

Major Initiatives

- *Finalise the production of a business case and concept design for redevelopment options of The Wedge Performing Arts Centre.*

Other Initiatives

- *Plan for and deliver Port Fest, a community event in November 2021 that promotes and activates the Port of Sale and the services on offer at the precinct.*

2021/22 Budget - Wellington Shire Council

Service area	Description of services provided		2019/20 Actual \$'000	2020/21 Forecast \$'000	2021/22 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	1,492	1,866	1,789
		Rev	(516)	(640)	(584)
		NET	976	1,226	1,205

Major Initiatives

- Prepare a Growth Management Strategy for the municipality to support housing growth and infrastructure investment in appropriate locations.
- Implement the Residential Stocktake Charette to support housing availability across the main towns in the municipality.

Other Initiatives

- Complete a structure plan and associated developer contribution plan for Maffra to support the future urban growth of the township.
- Facilitate preparation of a development plan for the Wurruk Growth area (subject to a private request) to support well planned housing growth.
- Implement the Port of Sale Masterplan 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.
- Advance private rezoning requests in North Sale and Longford to support future urban growth in these areas.
- Prepare a Development Plan for the industrial precinct adjacent to West Sale airport to support integrated and high quality development.
- Prepare an industrial supply strategy and supporting rezoning of land in Yarram to support future industrial growth and development in the township (subject to State Government funding support).
- Review the State Government's development of a Coastal Strategy and consider implications for future preparation of Amendment C99 (updated flood overlays).

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	2,765	4,589	2,591
		Rev	(697)	(1,036)	(313)
		NET	2,068	3,553	2,278

Major Initiatives

- Continue to progress preparation for the Aqua Energy Redevelopment by completing the detailed design documentation and secure external funding.

Other Initiatives

- Completion of changeroom redevelopment project at Stephenson Park.
- Completion of changeroom redevelopment project and associated works at Sale Oval.

TOTAL SERVICES AND INFRASTRUCTURE OBJECTIVE			12,522	17,946	15,105
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2021/22 Budget - Wellington Shire Council

Service Performance Outcome Indicators

Service	Indicator	2019/20 Actual	2020/21 Forecast	2021/22 Budget
Roads*	Satisfaction with sealed local roads	59	50 or more	50 or more
Statutory Planning*	Council planning decisions upheld at VCAT	100%	70% or more	70% or more

* refer to table at end of section 2.7 for information on the calculation of Service Performance Outcome Indicators

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		2019/20 Actual \$'000	2020/21 Forecast \$'000	2021/22 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, <u>waste management</u> and energy use.	Exp	13,975	15,208	15,028
		Rev	(9,229)	(10,556)	(9,705)
		NET	4,746	4,652	5,322
Major Initiatives					
<ul style="list-style-type: none">• <i>Deliver LED streetlight project.</i>• <i>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. Embed in Policy.</i>					
Other Initiatives					
<ul style="list-style-type: none">• <i>Collaborate with other business units to develop an Environmentally Sustainable Design Policy for new and renewal of Council buildings/structures to assist in meeting targets as articulated in the Environmental Sustainability Strategy.</i>					
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	348	542	176
		Rev	-	-	-
		NET	348	542	176
TOTAL NATURAL ENVIRONMENT OBJECTIVE			5,094	5,194	5,498

Service Performance Outcome Indicators

Service	Performance Measure	2019/20 Actual	2020/21 Forecast	2021/22 Budget
Waste collection*	Kerbside collection waste diverted from landfill	35.26%	35% or more	35% or more

* refer to table at end of section 2.7 for information on the calculation of Service Performance Outcome Indicators

2021/22 Budget - Wellington Shire Council

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:

Service Performance Outcome Indicators

Business area	Description of services provided		2019/20 Actual \$'000	2020/21 Forecast \$'000	2021/22 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	2,149	2,288	2,652
		Rev	(598)	(717)	(1,128)
		NET	1,551	1,571	1,524

Major Initiatives

- Plan for and present the major loan exhibition *The Archibald Prize at the Gippsland Art Gallery in October 2021.*

Other Initiatives

- Invest in and collaborate with local artists to produce locally grown work for the enjoyment of our own patrons and to create opportunities for taking that work further afield while developing skills within our community.
- Update 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			1,551	1,571	1,524
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Service Performance Outcome Indicators

Service	Performance Measure	2019/20 Actual	2020/21 Forecast	2021/22 Budget
Libraries	Active library members	13.35%	14% or more	14% or more

* refer to table at end of section 2.7 for information on the calculation of Service Performance Outcome Indicators

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.

Service Performance Outcome Indicators

Business area	Description of services provided		2019/20 Actual \$'000	2020/21 Forecast \$'000	2021/22 Budget \$'000
Business Development	Council's Business Development service aims to support business growth and employment, lifestyle opportunities and a vibrant tourism sector.	Exp	1,803	2,572	2,312
		Rev	(161)	(1,265)	(986)
		NET	1,642	1,307	1,326

Major Initiatives

- Develop a combined economic development strategy, integrated with a growth management strategy which seeks to achieve net zero emissions by 2040 goal.
- Implement The Middle of Everywhere marketing campaign.

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Other Initiatives

- Oversee new 12 month Memorandum of Understanding (MoU) between Central Gippsland Tourism (CGT) and Council which commenced April 1 2021 and track CGT progress against Key Performance Indicators in MoU and report back to Council quarterly.
- Effectively manage and operate the Gippsland Regional Livestock Exchange to Council's satisfaction and provide an annual report to Council highlighting key performance indicators.
- Oversee the development of Council aerodromes including completion of the Yarram Aerodrome Master Plan, facilitating new development and transitioning towards new Civil Aviation Safety Authority (CASA) standards for aerodromes.
- Continue to implement the final stages of the 2020-22 Action Plan associated with the current Wellington Shire Economic Development Strategy and commence the development of a 2022- 2027 strategy.
- Participate in the Project Control Group and complete works relating to the mooring access improvements the Port of Sale West Bank Project.
- Secure and confirm revised funding structure proposed under Food & Fibre Gippsland to continue Agribusiness Promotions & Strategy role.
- 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.

TOTAL ECONOMY OBJECTIVE	1,642	1,307	1,326
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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.

Service Performance Outcome Indicators

Service Performance Outcome Indicators					
Business area		Description of services provided	2019/20 Actual \$'000	2020/21 Forecast \$'000	2021/22 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	2,949	7,573	3,332
		Rev	(7)	(38)	-
		NET	2,942	7,535	3,332
Communications and Media	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	380	395	446
		Rev	-	-	-
		NET	380	395	446
Other Initiatives					
• Upgrade Council's abilities to produce high quality video messaging to improve our communications processes and enhance our social media channels.					
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	2,914	4,109	4,365
		Rev	(254)	(601)	(289)
		NET	2,660	3,508	4,076

Other Initiatives

- Manage the rollout completion of Microsoft Teams (council's new phone and video conferencing system) to the entire organisation to ensure compliant, compatible and secure communications to support council business operations.
- Manage the implementation of business Improvements as outlined in the Review of Systems, Controls and Processes against Cyber Risk.
- Manage the business requirements of the ICT Memorandum of Understanding between Wellington and East Gippsland Shire Council to ensure ongoing business improvements and operational efficiencies.
- Plan and manage the sentencing, storage, archiving and disposal of Council Records in accordance with the Records Act 1973.

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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	2,075	2,715	3,053
		Rev	(22)	(128)	(20)
		NET	2,053	2,587	3,033

Major Initiatives

Develop and implement a Leadership Development program for all staff.

Other Initiatives

- *Implement an enhanced Performance Review process for all staff.*
- *Develop a Workforce Management Plan to address the human resourcing (succession) and recruitment requirements while meeting relevant Access and Inclusion plan outcomes.*
- *Update OH&S Strategic Action Plan (2021-25) to align with ISO 45001 guidelines.*
- *Develop a Gender Equality Action Plan as per the Gender Equality Act 2020.*

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	2,145	3,210	3,342
		Rev	(3,998)	(107)	(70)
		NET	(1,853)	3,103	3,272

Other Initiatives

- *Roll out a centralised Contract Management module across the organisation to automate the contract lifecycle.*

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	1,206	1,281	1,348
		Rev	(1,290)	(1,330)	(1,128)
		NET	(84)	(49)	220

Major Initiatives

Progress the acquisition from State Government for both the former Sale High School and Specialist School and former Sale Police Station sites.

Other 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	491	463	499
		Rev	-	-	-
		NET	491	463	499

Other Initiatives

- *Develop and Deliver a Customer Service Strategy.*

TOTAL ORGANISATIONAL OBJECTIVE			6,589	17,542	14,877
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2021/22 Budget - Wellington Shire Council

2.7 Performance statement

Service Performance Outcome Indicators

Service	Indicator	Performance Measure	Computation
Animal Management	Health and safety	Animal management prosecutions. (Percentage of animal management prosecutions which are successful).	Number of successful animal management prosecutions/Total number of animal management prosecutions.
Aquatic Facilities	Utilisation	Utilisation of aquatic facilities (Number of visits to aquatic facilities per head of population).	Number of visits to aquatic facilities/Population.
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).	[Number of critical non-compliance outcome notifications and major non-compliance outcome notifications about a food premises followed up/ Number of critical non-compliance outcome notifications and major non-compliance outcome notifications about food premises] x 100.
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).	Community satisfaction rating out of 100 with how Council has performed on the condition of sealed local roads.
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)	[Number of VCAT decisions that did not set aside Council's decision in relation to a planning application/Number of VCAT decisions in relation to planning applications] x 100.
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)	[Weight of recyclables and green organics collected from kerbside bins/ Weight of garbage, recyclables and green organics collected from kerbside bins] x 100
Libraries	Participation	Active library members. (Percentage of the municipal population that are active library members).	[The sum of the number of active library borrowers in the last 3 financial years/The sum of the populations in the last 3 financial years] x 100.

2.8 Reconciliation with budgeted operating result

	Revenue \$'000	Expenditure \$'000	Net Cost (Revenue) \$'000
Communities	4,657	9,204	4,547
Services and Infrastructure	7,693	22,800	15,107
Natural Environment	9,705	15,204	5,499
Lifelong Learning	1,128	2,652	1,524
Economy	986	2,312	1,326
Organisational	1,507	16,384	14,877
Total	25,676	68,556	42,880
Expenses added in:			
Depreciation and amortisation			25,277
Finance costs			81
Net (gain)/loss on disposal of property, plant & equipment			899
Others			199
Deficit before funding sources			69,336
Funding sources added in:			
General Rates			(57,772)
Victoria Grants Commission (general purpose)			(9,505)
Capital income			(20,384)
Others			(676)
Total funding sources			(88,337)
Combined (surplus) for the year			(19,001)

2021/22 Budget - Wellington Shire Council

3. Financial Statements

This section presents information in regard to the Financial Statements and Statement of Human Resources. The budget information for the year 2021/22 has been supplemented with projections to 2024/25.

This section includes the following financial statements prepared in accordance with the *Local Government Act 2020* and the *Local Government (Planning and Reporting) Regulations 2020*.

Comprehensive Income Statement

Balance Sheet

Statement of Changes in Equity

Statement of Cash Flows

Statement of Capital Works

Statement of Human Resources

2021/22 Budget - Wellington Shire Council

Comprehensive Income Statement

For the four years ending 30 June 2025

		Forecast Actual	Budget	Projections		
	NOTES	2020/21 \$'000	2021/22 \$'000	2022/23 \$'000	2023/24 \$'000	2024/25 \$'000
Income						
Rates and Charges	4.1.1	63,455	66,918	66,933	68,951	70,400
Statutory fees & fines	4.1.2	881	868	885	930	921
User fees & charges	4.1.3	6,284	7,998	7,499	7,658	7,856
Grants - Operating	4.1.4	13,934	17,956	18,645	18,681	18,768
Grants - Capital	4.1.4	16,302	17,118	14,966	5,440	6,340
Contributions - monetary - Operating	4.1.5	344	344	176	134	136
Contributions - monetary - Capital	4.1.5	1,016	930	-	600	350
Contributions - non-monetary	4.1.5	4,387	-	-	-	-
Other income - Operating	4.1.6	1,920	1,947	2,020	1,967	2,038
Other income - Capital	4.1.6	33	285	110	260	760
Total income		108,556	114,364	111,234	104,621	107,569
Expenses						
Employee costs	4.1.7	29,217	30,203	31,005	32,132	33,215
Materials and Services	4.1.8	38,657	38,015	38,407	37,859	38,332
Bad and doubtful debts	4.1.9	70	70	71	73	74
Depreciation	4.1.10	23,664	24,345	24,415	25,536	25,666
Amortisation - intangible assets	4.1.11	758	707	698	689	681
Amortisation - right of use assets	4.1.12	329	225	471	473	472
Borrowing Costs	4.1.13	(7)	81	187	290	391
Finance Cost - leases	4.1.14	4	1	16	12	10
Other expenses	4.1.14	5,401	817	833	850	867
Net loss on disposal of property, infrastructure, plant and equipment	4.1.15	1,273	899	892	987	900
Total expenses		99,366	95,363	96,995	98,901	100,608
Surplus for the year		9,190	19,001	14,239	5,720	6,961
Other comprehensive income						
Items that will not be reclassified to surplus or deficit:						
Net asset revaluation increment		(209)	-	-	-	-
Total comprehensive result		8,981	19,001	14,239	5,720	6,961

2021/22 Budget - Wellington Shire Council

Balance Sheet

For the four years ending 30 June 2025

		Forecast Actual 2020/21 \$'000	Budget 2021/22 \$'000	Projections		
	NOTES			2022/23 \$'000	2023/24 \$'000	2024/25 \$'000
Assets						
Current assets						
Cash and cash equivalents		54,776	53,236	50,556	45,772	42,068
Trade and other receivables		11,566	8,840	8,658	8,050	8,293
Other financial assets		40,000	40,000	39,600	39,204	38,812
Other assets		341	341	341	341	341
Total current assets	4.2.1	106,683	102,417	99,155	93,367	89,514
Non-current assets						
Trade and other receivables		3,017	5,010	5,160	5,570	5,646
Property, infrastructure, plant & equipment		1,021,008	1,044,988	1,066,226	1,080,504	1,099,613
Right-of-use assets		138	88	1,756	1,332	990
Intangible assets		2,137	1,430	787	2,198	1,517
Total non-current assets	4.2.1	1,026,300	1,051,516	1,073,929	1,089,604	1,107,766
Total assets		1,132,983	1,153,933	1,173,084	1,182,971	1,197,280
Liabilities						
Current liabilities						
Trade and other payables		6,770	5,674	5,772	5,806	5,951
Trust funds and deposits		18,545	18,620	18,697	18,774	18,851
Provisions		10,144	7,499	7,499	7,499	7,499
Interest-bearing loans and borrowings	4.2.3	843	557	890	1,064	1,637
Lease liabilities	4.2.4	45	45	472	455	485
Total current liabilities	4.2.2	36,347	32,395	33,330	33,598	34,423
Non-current liabilities						
Provisions		14,312	16,957	17,011	19,112	19,112
Interest Bearing loans and borrowings	4.2.3	183	3,486	6,172	8,386	15,290
Lease liabilities	4.2.4	87	40	1,277	861	480
Total non-current liabilities	4.2.2	14,582	20,483	24,460	28,359	34,882
Total liabilities		50,929	52,878	57,790	61,957	69,305
Net assets		1,082,054	1,101,055	1,115,294	1,121,014	1,127,975
Equity						
Accumulated surplus		416,600	435,872	450,460	457,340	464,415
Other Reserves	4.3.1	10,051	9,780	9,431	8,271	8,157
Asset Revaluation Reserve		655,403	655,403	655,403	655,403	655,403
Total equity		1,082,054	1,101,055	1,115,294	1,121,014	1,127,975

2021/22 Budget - Wellington Shire Council

Statement of Changes in Equity

For the four years ending 30 June 2025

	NOTES	Total \$'000	Accumulated Surplus \$'000	Asset Revaluation Reserve \$'000	Other Reserves \$'000
2021 Forecast					
Balance at beginning of the financial year		1,071,963	405,489	655,612	10,862
Impact of adoption of new accounting standards		-	-	-	-
Adjusted opening balance		1,071,963	405,489	655,612	10,862
Surplus for the year		9,190	9,190	-	-
Effect of prior year adjustments		1,110	1,110	-	-
Net asset revaluation increment(decrement)		(209)	-	(209)	-
Transfer to other reserves		-	(3,281)	-	3,281
Transfer from other reserves		-	4,092	-	(4,092)
Balance at end of the financial year		1,082,054	416,600	655,403	10,051
2022 Budget					
Balance at beginning of the financial year		1,082,054	416,600	655,403	10,051
Surplus/(deficit) for the year		19,001	19,001	-	-
Net asset revaluation increment(decrement)		-	-	-	-
Transfer to other reserves	4.3.1	-	(2,967)	-	2,967
Transfer from other reserves	4.3.1	-	3,238	-	(3,238)
Balance at end of the financial year	4.3.2	1,101,055	435,872	655,403	9,780
2023					
Balance at beginning of the financial year		1,101,055	435,872	655,403	9,780
Surplus for the year		14,239	14,239	-	-
Net asset revaluation increment(decrement)		-	-	-	-
Transfer to reserves		-	(3,252)	-	3,252
Transfer from reserves		-	3,601	-	(3,601)
Balance at end of the financial year		1,115,294	450,460	655,403	9,431
2024					
Balance at beginning of the financial year		1,115,294	450,460	655,403	9,431
Surplus for the year		5,720	5,720	-	-
Net asset revaluation increment(decrement)		-	-	-	-
Transfer to reserves		-	(3,247)	-	3,247
Transfer from reserves		-	4,407	-	(4,407)
Balance at end of the financial year		1,121,014	457,340	655,403	8,271
2025					
Balance at beginning of the financial year		1,121,014	457,340	655,403	8,271
Surplus for the year		6,961	6,961	-	-
Net asset revaluation increment(decrement)		-	-	-	-
Transfer to reserves		-	(3,333)	-	3,333
Transfer from reserves		-	3,447	-	(3,447)
Balance at end of the financial year		1,127,975	464,415	655,403	8,157

2021/22 Budget - Wellington Shire Council

Statement of Cash Flow

For the four years ending 30 June 2025

NOTES	Forecast Actual 2020/21 \$'000	Budget 2021/22 \$'000	Projections		
	Inflows (Outflows)	Inflows (Outflows)	2022/23 \$'000 Inflows (Outflows)	2023/24 \$'000 Inflows (Outflows)	2024/25 \$'000 Inflows (Outflows)
Cash flows from operating activities					
Rates and charges	57,822	67,085	66,494	68,178	69,849
Statutory fees and fines	881	863	883	924	920
User fees	6,315	7,951	7,506	7,620	7,839
Grants - Operating	13,308	18,082	18,552	18,597	18,730
Grants - Capital	23,174	17,237	15,111	6,190	6,256
Contributions- monetary	1,360	1,559	286	994	1,246
Interest received	500	400	408	416	424
Trust funds and deposits taken	7,890	4,942	5,429	5,965	6,555
Other receipts	1,127	1,850	1,955	1,827	1,910
Employee costs	(29,457)	(30,682)	(30,939)	(32,047)	(33,119)
Materials and services	(38,307)	(38,620)	(38,376)	(37,910)	(38,286)
Trust funds and deposits repaid	(4,424)	(4,866)	(5,353)	(5,888)	(6,477)
Other payments	(5,289)	(830)	(832)	(849)	(865)
Net cash provided by operating activities	4.4.1	34,900	44,971	41,124	34,982
Cash flows from investing activities					
Payments for property, infrastructure, plant and equipment	(47,747)	(50,013)	(47,358)	(41,488)	(46,439)
Proceeds from sale of property, infrastructure, plant and equipment	824	789	813	687	765
Payments for investments	(128,899)	(132,899)	(138,899)	(144,899)	(150,899)
Proceeds from investments	128,707	132,899	139,299	145,295	151,291
Net cash used in investing activities	4.4.2	(47,115)	(49,224)	(40,405)	(45,282)
Cash flows from financing activities					
Finance costs	9	(81)	(187)	(290)	(391)
Proceeds from borrowings	-	3,300	3,600	3,300	8,600
Repayment of borrowings	(289)	(283)	(581)	(912)	(1,122)
Interest paid - lease liability	(4)	(1)	(16)	(12)	(10)
Repayment of lease liabilities	(257)	(222)	(475)	(482)	(481)
Net cash provided by financing activities	4.4.3	(541)	2,713	1,604	6,596
Net increase (decrease) in cash & cash equivalents		(12,756)	(1,540)	(4,784)	(3,704)
Cash & cash equivalents at beginning of the financial year		67,532	54,776	53,236	50,556
Cash & cash equivalents at end of the financial year		54,776	53,236	50,556	45,772
				45,772	42,068

2021/22 Budget - Wellington Shire Council

Statement of Capital Works

For the four years ending 30 June 2025

	Forecast Actual 2020/21 \$'000	Budget 2021/22 \$'000	Projections		
NOTES			2022/23 \$'000	2023/24 \$'000	2024/25 \$'000
Property					
Land	9	20	1,040	2,590	-
Land Improvements	2,000	-	55	2,100	-
Total land	2,009	20	1,095	4,690	-
Buildings	8,986	8,647	2,719	5,575	13,245
Total property	10,995	8,667	3,814	10,265	13,245
Plant & Equipment					
Plant, machinery and equipment	1,578	2,913	2,874	2,665	2,805
Fixtures, fittings and furniture	328	346	50	70	30
Computers and telecommunications	374	275	200	200	200
Library books	251	256	262	268	273
Total plant & equipment	2,531	3,790	3,386	3,203	3,308
Infrastructure					
Roads	20,078	16,120	15,176	15,366	21,369
Bridges	1,245	1,633	1,050	1,030	540
Footpaths and cycleways	5,511	10,692	14,968	3,064	1,635
Drainage	274	690	3,460	2,269	832
Recreational, leisure and community facilities	2,546	1,885	1,575	1,881	1,000
Waste management	199	1,205	1,000	80	120
Parks, open spaces and streetscapes	2,581	936	1,555	2,720	2,430
Aerodromes	222	675	85	85	85
Off street car parks	880	810	1,025	1,500	850
Other infrastructure	79	2,732	250	-	1,000
Total Infrastructure	33,615	37,378	40,144	27,995	29,861
Intangibles	606	178	15	25	25
Total Intangibles	606	178	15	25	25
Total capital works expenditure	47,747	50,013	47,358	41,488	46,439
Represented by:					
New asset expenditure	869	2,435	600	400	1,930
Asset renewal expenditure	30,727	33,079	32,510	29,091	33,139
Asset upgrade expenditure	11,897	4,654	7,444	5,748	9,155
Asset expansion expenditure	4,254	9,845	6,804	6,249	2,215
Total capital works expenditure	47,747	50,013	47,358	41,488	46,439
Funding sources represented by:					
Grants	21,522	17,117	14,966	5,440	6,340
Contributions	1,050	1,215	100	850	1,100
Council cash	25,175	28,381	28,692	31,898	30,399
Borrowings	-	3,300	3,600	3,300	8,600
Total capital works expenditure	47,747	50,013	47,358	41,488	46,439

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

2021/22 Budget - Wellington Shire Council

Statement of Human Resources

For the four years ending 30 June 2025

	Forecast Actual 2020/21 \$'000	Budget 2021/22 \$'000	Projections		
			2022/23 \$'000	2023/24 \$'000	2024/25 \$'000
Staff expenditure					
Employee costs - operating	28,483	29,449	30,234	31,421	32,486
Employee costs - capital	734	754	771	711	729
Total staff expenditure	29,217	30,203	31,005	32,132	33,215
	FTE	FTE	FTE	FTE	FTE
Staff numbers					
Employees- Operating	302.1	314.2	321.4	314.8	313.4
Capitalised Labour	12.0	12.0	-	-	-
Total Staff numbers	314.1	326.2	321.4	314.8	313.4

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

Division	Budget 2021/22 \$'000	Comprises			
		Permanent		Casual	Temporary
		Full Time \$'000	Part Time \$'000	\$'000	\$'000
Chief Executive Officer	839	839	-	-	-
Built & Natural Environment	10,535	9,761	774	-	1,016
Development	5,885	4,818	1,067	283	264
Corporate Services	4,521	4,211	310	-	247
Community and Culture	4,757	3,608	1,149	2,069	541
Total permanent staff expenditure	26,537	23,238	3,300		
Casuals, temporary and other expenditure	4,420			2,352	2,068
Less: Capitalised Labour costs	(754)				
Total operating expenditure	30,203				

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		Casual	Temporary
		Full Time	Part Time		
Chief Executive Officer	6.0	6.0	-	-	-
Built & Natural Environment	119.5	118.0	1.5	-	5.8
Development	49.7	38.0	11.7	27.7	5.0
Corporate Services	42.0	39.0	3.0	-	5.4
Community and Culture	57.0	45.0	12.0	3.1	5.0
Total permanent staff	274.2	246.0	28.2		
Total casuals and temporary staff	52.0			30.8	21.2
Total Staff	326.2				

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4. Notes to financial statements

This section presents detailed information on material components of the financial statements. Council needs to assess which components are material, considering the dollar amounts and nature of these components.

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 budget.

As per the Local Government Act 2020, Council is required to have a Revenue and Rating Plan which is a four year plan for how Council will generate income to deliver the Council Plan, program and services and capital works commitments over a four-year period.

In developing the Budget, rates and charges were identified as an important source of revenue. Planning for future rate increases has therefore been an important component of the financial planning process. The Fair Go Rates System (FGRS) sets out the maximum amount councils may increase rates in a year. For 2021/22 the FGRS cap has been set at 1.5%. The cap applies to both general rates and municipal charges and is calculated on the basis of council's average rates and charges.

The level of required rates and charges has been considered in this context, with reference to Council's other sources of income and the planned expenditure on services and works to be undertaken for the community.

To achieve these objectives while maintaining service levels and a strong capital expenditure program, the average general rate will increase by 1.5% in line with the rate cap.

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

		Forecast Actual	Budget	Change	
		2020/21 \$'000	2021/22 \$'000	\$'000	%
General rates*	1	56,921	57,773	852	1.5
Garbage Charge		4,422	4,824	402	9.1
Waste Infrastructure Charge		1,593	1,601	8	0.5
EPA Levy		337	360	23	6.8
Boisdale Sewage Scheme		10	11	1	10.0
Special charge	2	-	2,051	2,051	100.0
Interest on rates and charges		172	298	126	73.3
Total rates and charges		63,455	66,918	3,463	5.5

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

Comments

(1) This item includes \$65,048 Cultural and Recreational Land rates income which is not included in the FGRS calculations (refer 4.1.1(j)).

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

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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	2020/21 cents/\$CIV	2021/22 cents/\$CIV	Change
General residential	0.004911	0.004700	(4.30%)
Commercial/Industrial	0.004911	0.004700	(4.30%)
Farm	0.003929	0.003760	(4.30%)
Cultural & Recreational Land Act (rate concession)	N/A		N/A

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	2020/21 Forecast \$'000	2021/22 \$'000	Change \$'000	%
Residential	33,670	34,190	520	1.5
Commercial/Industrial	11,678	11,848	170	1.5
Farm	11,504	11,670	166	1.4
Cultural & Recreational Land	69	65	(4)	(5.8)
Total amount to be raised by general rates	56,921	57,773	852	1.0

- Additional supplementary property valuations and new assessments occurring after the 2020/21 budget was struck in June 2020, are fully annualised and are included in the budget for 2021/22.

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	2020/21 Forecast No.	2021/22 No.	Change No.	%
General residential	28,084	28,215	131	0.5
Commercial/Industrial	1,631	1,636	5	0.3
Farm	3,530	3,537	7	0.2
Cultural & Recreational Land	36	36	-	-
Total number of assessments	33,282	33,424	142	-

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	2020/21 Forecast \$'000	2021/22 \$'000	Change \$'000	%
General residential	6,875,205	7,358,145	482,940	7.0
Commercial/Industrial	2,377,966	2,529,507	151,541	6.4
Farm	2,927,977	3,109,761	181,784	6.2
Recreational Land	30,488	27,885	(2,603)	(8.5)
Total value of land	12,211,636	13,025,297	813,661	6.7

The uplift represents supplementary (new assessments of CIV) occurring/created after the 2020/21 budget was struck in June 2020 and exist for inclusion in 2021/22 budget.

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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	Per Rateable Property	Change	
	2020/21 \$	2021/22 \$	\$	%
Residential Garbage collection	222.0	243.2	21.2	9.5
Waste Infrastructure Charge (Landfill operations)	55.0	55.0	-	-
EPA Levy Charge	16.9	18.2	1.2	7.3
Boisdale Common Effluent System and Pump out Charge	415.0	421.0	6.0	1.4
Service rates and charges are not covered by FGRS				

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	2020/21 Forecast \$'000	2021/22 \$'000	Change	
			\$'000	%
Kerbside collection (Garbage) *	4,422	4,824	402	9.0
Waste Infrastructure Charge	1,593	1,601	8	0.5
EPA Levy Charge	337	360	23	6.8
Boisdale Common Effluent System Charge	10	11	1	10.0
Total amount to be raised by service rates or charges	6,362	6,796	434	6.8

* 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:

	2020/21 Forecast \$'000	2021/22 \$'000	Change \$'000
Rates and charges	63,283	64,569	1,286
Total	63,283	64,569	1,286

4.1.1(j) Fair Go Rates System Compliance

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

	2020/21	2021/22
Total Rates	56,678,593	57,772,739
Number of rateable properties	33,246	33,388
Base Average Rates	\$ 1,730.40	\$ 1,730.34
Maximum Rate Increase (set by the State Government)	2.00%	1.50%
Capped Average Rate	\$ 1,765.00	\$ 1,756.30
Maximum General Rates and Municipal Charges Revenue Allowable*	\$ 57,609,703	\$ 58,639,330
Budgeted General Rates and Municipal Charges Revenue*	\$ 56,475,396	\$ 57,772,739
Budgeted Supplementary Rates	\$ -	\$ -
Budgeted Total Rates and Municipal Charges Revenue*	\$ 56,475,396	\$ 57,772,739

* Excludes Cultural and Recreational Land rates income

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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 0.004700 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.

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4.1.2 Statutory fees and fines

	Forecast Actual 2020/21 \$'000	Budget 2021/22 \$'000	Change \$'000 %	
Infringements and costs	122	158	36	29.5
Planning Fees	420	400	(20)	(4.8)
Land & Building Information Certificates	180	180	-	-
Permits	159	130	(29)	(18.2)
Total statutory fees and fines	881	868	(13)	(1.5)

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 2021/22 budget for statutory fees and fines is expected to remain relatively consistent with 2020/21 levels. Infringements income was lower in 2020/21 due to COVID-19, and is anticipated to return to normal levels. Income from permits is reduced due to the caravan park permits which are due every 3 years.

4.1.3 User fees

		Forecast Actual 2020/21 \$'000	Budget 2021/22 \$'000	Change \$'000 %	
Leisure centres	1	1,363	2,362	999	73.3
The Wedge	2	299	1,060	761	254.5
Registration and other permits	3	807	940	133	16.5
Saleyards		343	376	33	9.6
Wellington Centre	4	39	46	7	17.9
Other fees and charges		268	273	5	1.9
Emergency Works - Call Outs		50	45	(5)	(10.0)
Animal Services		44	38	(6)	(13.6)
Reimbursements	5	422	331	(91)	(21.6)
Waste management services	6	2,649	2,527	(122)	(4.6)
Total user fees		6,284	7,998	1,714	27.3

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) have been reflected in the 2020/21 forecast but any other impact from the COVID-19 pandemic is not included.

Comments:

Budgeted user fees are expected to increase by \$1.7M over 2020/21.

(1) Aqua Energy and Gippsland Regional Sports Complex 2020/21 forecast income was reduced by COVID-19 impacts. 2021/22 income is anticipated to return to normal levels.

(2) The Wedge ticket sales were significantly impacted by COVID-19 restrictions and income was forecast down as a result. Sales are anticipated to begin to return to normal, with some uncertainty regarding capacity restrictions that may continue.

(3) Registrations and permits for food eating premises, accommodation and self care services were waived during the COVID-19 pandemic and are anticipated to return to pre-pandemic levels in 2021/22.

(4) The Archibald Prize is a large ticketed event in late 2021 that is anticipated to increase income significantly for the year.

(5) Reimbursements were higher in 2020/21 to reflect the assistance provided to East Gippsland Shire Council in the January 2020 bushfires.

(6) Commercial tipping fees are anticipated to decrease slightly during 2021/21.

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4.1.4 Grants

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

		Forecast Actual 2020/21 \$'000	Budget 2021/22 \$'000	Change \$'000 %	
Grants were received in respect of the following:					
Summary of grants					
State funded grants		10,812	7,494	(3,318)	(30.7)
Commonwealth funded grants		19,424	27,580	8,157	42.0
Total grants received		30,236	35,074	4,838	16.0
(a) Operating Grants					
Recurrent - Commonwealth Government					
Victoria Grants Commission	1	7,135	14,568	7,434	104.2
Roads to Recovery - Operating		-	-	-	-
Total Recurrent Commonwealth Grant		7,135	14,568	7,434	104.2
Recurrent - State Government					
L to P Project		135	159	24	17.7
Senior citizens	2	59	-	(59)	(100.0)
Community support programs		25	25	1	4.1
Cultural Services		263	263	-	-
Other		40	20	(20)	(50.0)
Libraries		337	330	-	-
Municipal emergency		143	180	37	25.9
Parks & Environmental services		115	115	-	-
School crossing supervisors		127	129	2	1.5
Environmental health		61	61	-	-
Total Recurrent State Grants		1,305	1,282	(23)	(1.8)
Non-Recurrent - Commonwealth Government					
Business Development		-	-	-	-
Total Non-Recurrent Commonwealth Grant		-	-	-	-
Non-Recurrent - State Government					
Other		20	-	(20)	(100.0)
Natural Disaster Funding		78	-	(78)	(100.0)
Vegetation Management	3	240	-	(240)	(100.0)
Planning		57	55	(2)	(3.5)
Community & Recreation Facilities upgrade	4	860	-	(860)	(100.0)
Community Support programs		125	244	118	94.1
Municipal Emergency	5	210	-	(210)	(100.0)
Business Development	6	1,121	908	(214)	(19.1)
Parks & Environmental Services	7	1,206	30	(1,176)	(97.5)
Working for Victoria	8	1,327	-	(1,327)	(100.0)
Infrastructure	9	250	700	450	180.0
Cultural services	10	-	170	170	-
Total Non-Recurrent grants		5,494	2,107	(3,388)	(61.7)
Total Operating Grants		13,934	17,956	4,022	28.9

Comments:

Budgeted operating grants are expected to increase by \$4.0M over 2020/21.

(1) The 2020/21 forecast for Financial Assistance Grants is lower, compared to 21/22 budget due to Council receiving in May 2020, an advance of \$7.2M of its 20/21 allocation. A full year allocation is expected for 2021/22 budget year.

(2) The Senior Citizens funding will now be paid directly to the Senior Citizen groups.

(3) Funding towards Vegetation Management programs to reduce bushfire risks was received in 2020/21.

(4) Funding for Community Facilities upgrade for 2021/22 will relate only to Council owned assets only (capital grants).

(5) Municipal Emergency grants were received during 2020/21 mainly to fund bushfire recovery position and implement the COVID-19 Community Activation and Social Isolation Initiative (CASI) project.

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

(7) A one-off grant of \$536k for combating pests and weeds impacts will be expended in 2020/21. Open Space infrastructure grants received in 2020/21 will not recur in 2021/22.

(8) A one off grant received in 2020/21 for Working for Victoria initiative as part of COVID-19 economic recovery stimulus package.

(9) New funding of \$0.7M for the Great Southern Rail Trail Extension is expected in 2021/22. Funding for Longford Recreation Reserve Carpark of \$250k was received in 2020/21.

(10) New grants for Archibald Prize will be received in 2021/22.

		Forecast Actual 2020/21 \$'000	Budget 2021/22 \$'000	Change \$'000	%
(b) Capital Grants					
<u>Recurrent - Commonwealth Government</u>					
Roads to Recovery	1	7,937	5,994	(1,943)	(24.5)
Total Recurrent Commonwealth Government grants		7,937	5,994	(1,943)	(24.5)
<u>Non-Recurrent - Commonwealth Government</u>					
Buildings	4	1,214	-	(1,214)	(100.0)
Roads	2	2,315	1,136	(1,179)	(50.9)
Footpaths	3	-	5,180	5,180	-
Bridges		-	402	402	-
Recreational Leisure & Community Facilities		535	-	(535)	(100.0)
Parks, Open Space & Streetscapes		250	-	(250)	(100.0)
Aerodromes		38	300	262	689.5
Total Non-Recurrent - Commonwealth grants		4,352	7,018	2,666	61.3
Total - Commonwealth Government grants		12,289	13,012	723	5.9
<u>Non- Recurrent - State Government</u>					
Buildings	4	892	1,582	690	77.4
Roads	2	1,095	-	(1,095)	(100.0)
Other Infrastructure		-	414	414	-
Footpaths	3	411	1,550	1,139	277.1
Recreational Leisure & Community Facilities		499	500	1	0.2
Parks, Open Space & Streetscapes		928	-	(928)	(100.0)
Drainage		-	60	60	-
Waste Management		18	-	(18)	(100.0)
Furniture & Fittings		90	-	(90)	(100.0)
Intangibles		80	-	(80)	(100.0)
Total Non- Recurrent State Government grants		4,013	4,106	93	2.3
Total Capital Grants		16,302	17,118	816	5.0
Total Grants		30,236	35,074	4,838	16.0

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 \$0.7M compared to 2020/21.

(1) 2020/21 is the second year of the new Roads to Recovery program and included the completion of works for the additional \$3M drought allocation by March 2021. The total five year allocation is \$19.9M.

(2) Blackspot and Country Roads funding of \$1.1M will be used to upgrade roads and bridges in various areas of the Shire including works on Lansdowne Street and Macarthur Street Sale roundabout and the Sloping Bridge Widening Project.

(3) The Sale CBD renewal program will continue again in 2020/21, with works on York Street to be partly funded via a \$5.1M grant. Funding is also expected for the Great Southern Rail Trail (capital works) of \$1.5M.

(4) Completion of the Cameron Sporting Complex (\$1.5M) in 20/21, with works on Stephenson Park Recreation Reserve (\$0.8M) and the Sale Oval Changeroom redevelopment (\$0.9M) to continue in 2021/22.

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4.1.5 Contributions

		Forecast Actual 2020/21 \$'000	Budget 2021/22 \$'000	Change \$'000	%
Monetary	1	1,360	1,274	(86)	(6.3)
Non-monetary	2	4,387	-	(4,387)	(100.0)
Total contributions		5,747	1,274	(4,473)	(77.8)

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 for 2021/22 includes funding towards capital projects including the redevelopment of a number of sporting facilities change rooms, and the new Environmental Education Centre. There will be a minor decrease in operating contributions in 2021/22.

(2) Non monetary contributions are gifted and donated assets relating to infrastructure assets from new subdivisions, land acquired under the Wellington Coastal Strategy Voluntary Assistance Scheme and donated artworks. No non cash monetary contributions have been budgeted for 2021/22.

4.1.6 Other income

		Forecast Actual 2020/21 \$'000	Budget 2021/22 \$'000	Change \$'000	%
Donations	1	234	515	281	120.1
Other rent	2	603	794	192	31.8
Miscellaneous income (Volunteer Income)	3	167	354	187	112.0
Sponsorship	4	50	147	97	194.0
Interest on debtors		10	22	12	120.0
Non-Asset Sales		20	-	(20)	(100.0)
Insurance recovery		42	-	(42)	(100.0)
Interest on Investments	5	500	400	(100)	(20.0)
Recognition of assets	6	327	-	(327)	(100.0)
Total other income		1,953	2,232	279	14.3

Comments:

Budgeted other income is expected to increase by \$0.3M over 2020/21.

(1) Donations are expected towards the Environment Education Centre and several other operating projects.

(2) Caravan Parks, aerodromes and commercial properties rental income forecast for 2020/21 was reduced to due to the COVID-19 impact, but is expected to recover in 2021/22 to pre pandemic levels.

(3) Benefits from volunteers recognised as per accounting standards, offset by the volunteer costs also recognised. Due to COVID-19 closures in 2020/21, recognised costs of service for volunteers has decreased.

(4) Sponsorship income for The Wedge programming is expected to increase in 2021/22 back to pre COVID-19 levels.

(5) Current low interest rate environment has resulted in lower than expected interest on investments in 2020/21 which is expected to continue to impact in 2021/22 .

(6) Recognition of assets such as roads and buildings are forecast to be \$0.3M in 2021/22. No budget is included for recognition of assets in 2021/22.

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4.1.7 Employee costs

		Forecast Actual 2020/21 \$'000	Budget 2021/22 \$'000	Change \$'000 %	
Casual Staff	1	1,754	2,062	308	17.6
Salaries & Wages	2	24,133	24,394	261	1.1
Workcover		215	426	211	98.1
Superannuation	3	2,418	2,613	195	8.1
Other On-Costs		482	511	29	6.0
FBT		215	197	(18)	(8.4)
Total employee costs		29,217	30,203	986	3.4

Comments:

Budgeted employee costs are expected to increase by \$1.0M over 2020/21.

- (1) Facility closures and staff redeployments due to COVID-19 resulted in lower casual staff costs for 2020/21.
- (2) Enterprise Agreement increases and movement within bands. Enterprise Agreement 10 commenced in November 2019. The 2% EA increase in 2021/22 is partly offset by grant funded positions not continuing into 2021/22.
- (3) Superannuation guarantee is budgeted to increased from 9.5% to 10.0% in 2021/22. Superannuation costs in 2020/21 were reduced due to facility closures and reduced casuals.

4.1.8 Materials and services

		Forecast Actual 2020/21 \$'000	Budget 2021/22 \$'000	Change \$'000 %	
Authority fees	1	1,020	1,600	580	56.9
Materials	2	5,340	5,753	413	7.7
Waste Management Services	1	4,531	4,847	316	7.0
Insurances	3	1,472	1,743	271	18.4
Infrastructure & Parks Maintenance	4	8,207	8,317	110	1.3
Utility payments		2,473	2,480	7	0.3
Building Maintenance		1,478	1,465	(13)	(0.9)
Consultants	5	1,611	1,275	(336)	(20.9)
Contributions	6	3,601	3,042	(559)	(15.5)
Contractors	7	8,924	7,493	(1,431)	(16.0)
Total Materials and services		38,657	38,015	(642)	(1.7)

Comments:

Budgeted materials and services are expected to decrease by (\$0.6M) over 2020/21.

- (1) A significant \$0.6M increase in the EPA levy (as determined by the EPA) has been budgeted for and kerbside collection costs are anticipated to increase by \$0.3M.
- (2) Materials costs will increase primarily due to holding Archibald Prize related events in 2021/22 (\$0.3M), and a \$0.1M Shire Wide Marketing campaign to boost tourism following the COVID-19 pandemic.
- (3) Insurance premiums are expected to increase due to global conditions.
- (4) Increased spend is due to roads and vegetation budgets returning to normal levels after underspends during 2020/21.
- (5) Consultancy decreases are due to several strategic planning and sporting infrastructure projects being completed in 2020/21.
- (6) Contributions will decrease due to the expected completion in 2020/21 of Stephenson's Park Social Club Rooms (\$0.3M), the COVID-19 Community Activation and Social Isolation Initiative (CASI) and Recovery Officer projects (\$0.1M), and funding for Senior Citizens to be directly allocated to end users in 2021/22.
- (7) The net decrease is driven by several major operating project to be completed in 2020/21 including Stratford Recreation Reserve Netball Changerooms and some payments for York Street - SPAustnet Services. Projects for 2021/22 include the Great Southern Rail Trail Extension.

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4.1.9 Bad and doubtful debts

	Forecast Actual 2020/21 \$'000	Budget 2021/22 \$'000	Change	
			\$'000	%
Rate debtors	70	70	-	-
Total bad and doubtful debts	70	70	-	-

4.1.10 Depreciation

	Forecast Actual 2020/21 \$'000	Budget 2021/22 \$'000	Change	
			\$'000	%
Infrastructure	16,641	17,846	1,205	7.2
Property	4,856	5,294	438	9.0
Plant and equipment	2,167	2,285	118	5.4
Total depreciation and amortisation	23,664	25,425	1,761	7.4

Comments:

Budgeted depreciation is expected to increase by \$1.8M, mainly due to the completion of the 2021/22 capital works program and the full year effect of depreciation on the 2020/21 capital works program.

4.1.11 Amortisation - Intangible assets

	Forecast Actual 2020/21 \$'000	Budget 2021/22 \$'000	Change	
			\$'000	%
Intangible assets	758	707	(51)	(6.7)
Total amortisation - intangible assets	758	707	(51)	(6.7)

Comments:

Budgeted amortisation is expected to decrease by \$51,000 due to the available space in the landfills reducing as they are filled, offset by the new landfill airspace asset being created in 2021/22.

4.1.12 Amortisation - Right of Use assets

	Forecast Actual 2020/21 \$'000	Budget 2021/22 \$'000	Change	
			\$'000	%
Right of use assets	329	225	(104)	(31.7)
Total amortisation - right of use assets	329	225	(104)	(31.7)

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.

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4.1.13 Borrowing costs

	Forecast Actual 2020/21 \$'000	Budget 2021/22 \$'000	Change	
			\$'000	%
Interest - Borrowings	93	81	(12)	(12.9)
Interest - Non-Cash	(100)	-	100	(100.0)
Total borrowing costs	(7)	81	88	(1,257.1)

Comments:

2020/21 includes a (\$0.1M) for an estimated decrease in the future value of costs due to the decreasing Net Present Value rates.

4.1.14 Other expenses

	Forecast Actual 2020/21 \$'000	Budget 2021/22 \$'000	Change	
			\$'000	%
Volunteer Cost of Service 1	167	354	187	112.0
Councillors allowances	302	322	20	6.6
Auditor's remuneration - VAGO	68	72	4	5.9
Auditor's remuneration - Internal	64	68	4	6.3
Finance Cost- leases	4	1	(3)	(75.0)
Derecognition of assets	65	-	(65)	(100.0)
Assets written off 2	117	-	(117)	(100.0)
Repayment of Funding for shared services initiative 3	4,618	-	(4,618)	(100.0)
Total other expenses	5,405	817	(4,587)	(84.9)

Comments:

Budgeted other expenses are expected to decrease by (\$4.6M) over 2021/22.

(1) Benefits from volunteers recognised as per new accounting standards, offset by the volunteer income also recognised. Due to COVID-19 closures in 2020/21, recognised costs of service for volunteers has decreased.

(2) Write off of assets such as roads and footpaths are forecast to be (\$0.1M) in 2020/21. No budget is included for assets written off in 2021/22.

(3) During 2020/21 Council repaid unused funding associated with the shared services initiative of \$4.62M.

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

	Forecast Actual 2020/21 \$'000	Budget 2021/22 \$'000	Change	
			\$'000	%
Proceeds from sale of assets	(824)	(789)	35	(4.2)
Written Down Value of assets sold	742	471	(271)	(36.5)
WDV Assets Replaced	1,355	1,217	(138)	(10.2)
Total Net loss on disposal of property, infrastructure, plant and equipment	1,273	899	(374)	(29.4)

Comments:

Proceeds from the disposal of Council Assets is expected to be (\$0.8M) 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 \$1.7M.

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4.2 Balance Sheet

4.2.1 Assets

Budgeted "Total assets" are expected to increase by \$20.9M, being a decrease of \$4.3M in current assets and an increase of \$25.2M in non-current assets.

The decrease of \$4.3M in current assets is the result of reduced cash and cash equivalents, and also trade and other receivables.

The increase of \$25.2M in non-current assets is attributable to the net result of the capital works program (\$50.0M of new assets), depreciation and amortisation of assets (\$24.8M) and the impact of assets replaced or sold (\$1.7M).

4.2.2 Liabilities

Budgeted "Total liabilities" are expected to increase by \$2.0M, being a decrease of \$3.9M in current liabilities and an increase of \$5.9M in non-current liabilities.

The decrease of \$3.9M in current liabilities is primarily due to minor decreases in trade and other payables, loans and landfill provision as two cells are being rehabilitated in 2021/22 using funds previously provided for.

The \$5.9M increase in non-current liabilities relates to the impact of an increase in borrowings (\$3.3M) and provisions (\$1.6M). The provision increase is due to the new Kilmany landfill cell and the requirement to provide for its rehabilitation 4 years after it has been filled, this is slightly offset by a decrease in amortisation of lease liabilities.

4.2.3 Borrowings

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

	Forecast Actual 2020/21	Budget 2021/22
	\$'000	\$'000
Amount borrowed as at 30 June of the prior year	1,315	1,026
Amount proposed to be borrowed	-	3,300
Amount projected to be redeemed	(289)	(283)
Amount of borrowings as at 30 June	1,026	4,043

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 2020/21.

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 2020/21 \$'000	Budget 2021/22 \$'000
Right-of-use assets		
Plant and equipment	68	46
Photocopiers	70	42
Total right-of-use assets	138	88
Lease liabilities		
Current lease liabilities		
Plant and equipment	22	22
Photocopiers	23	23
Total current lease liabilities	45	45
Non-current lease liabilities		
Plant and equipment	47	24
Photocopiers	40	16
Total non-current lease liabilities	87	40
Total lease liabilities	132	85

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 4.00%.

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4.3 Statement of changes in Equity

4.3.1 Reserves

			2021/22
			\$'000
Forecast at 30 June 2021			10,051
Proposed Transfer to Reserves 2021/22			
Discretionary Reserves			
-Asset Improvement	1	-	
-Plant Replacement	2	1,000	
-Waste Infrastructure	3	1,601	
Non- Discretionary Reserves			
-Recreational Land	4	110	
-Art Gallery Acquisition/Contribution Reserves	5	-	
-Leased Property Improvements	6	256	
Total transfers to reserves			2,967
Proposed Transfer from Reserves 2021/22			
Discretionary Reserves			
-Asset Improvement	1	50	
-Plant Replacement	2	1,358	
-Waste Infrastructure	3	1,690	
Non-Discretionary Reserves			
-Recreational Land	4	50	
-Art Gallery Acquisition/Contribution Reserves	5	-	
-Leased Property Improvements	6	90	
Total transfers from reserves			3,238
Budget at 30 June 2022			9,780

Comments

Total other reserves are expected to decrease by \$0.3M over 2021/22

(1) Asset Improvement Reserve is to fund specific future capital improvements. During 2021/22 it is anticipated to transfer funds from this reserve to fund works for the commencement of paths along Shoreline Drive Golden Beach.

(2) Plant Replacement Reserve is to fund future purchases of major plant and equipment and will marginally decrease compared to 2020/21 (\$0.4M).

(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. This will marginally decrease compared to 2020/21 (\$0.1M).

(4) Recreational Land Reserve is to fund future open space facilities as per Section 18 of Subdivision Act. During 2021/22 it is anticipated to transfer funds from this reserve to fund new playgrounds.

(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 \$19.0M being for the expected 2021/22 surplus.

2021/22 Budget - Wellington Shire Council**4.4 Statement of Cash Flows****4.4.1 Net cash flows provided by operating activities**

The increase of \$10.1M in cash inflows from operating activities is mainly due to an increase in the collection of rates and charges, including a proportion of outstanding 2020/21 rates as Council resumes its debt collection program back to pre COVID-19 levels. During 2021/22 Council will receive a fully year allocation of its financial assistance grants (operating grants), which is offset by lower capital grant funding. 2020/21 includes an one off repayment (other expenses) which will not recur during 2021/22.

4.4.2 Net cash flows used in investing activities

The increase of \$2.1M in payments for investing activities relates to an increase in payments for property, infrastructure, plant and equipment (\$2.3M), with a minor decrease in proceeds from the sale of property, infrastructure, plant and equipment expenditure. There will also be a minor decrease in long term investments to partly fund the increase in payments for property, infrastructure, plant and equipment. More detailed information on the 2021/22 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 \$3.3M, predominantly the result of an increase of \$3.3M in borrowings, with a minor movements in lease repayments and finance costs.

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4.5. Capital Works Program

This section presents a listing of the capital works projects that will be undertaken for the 2021/22 year, classified by expenditure type and funding source. Works are also disclosed as current budget or carried forward from prior year. Note some multi year projects span up to three years on an ongoing basis, and include Weir Road Tinamba West, Gordon Street Reconstruction Heyfield, Stephenson Park - changerooms redevelopment, Port of Sale Access Project and Lake Guthridge Guyatt Environmental and Education Centre.

4.5.1 Summary

		Forecast Actual 2020/21 \$'000	Budget 2021/22 \$'000	Change \$'000	%
Property	1	10,995	8,667	(2,328)	(21.2%)
Plant and equipment	2	2,531	3,790	1,259	49.8%
Infrastructure	3	33,615	37,378	3,763	11.2%
Intangibles	4	606	178	(428)	(70.6%)
Total		47,747	50,013	2,266	4.7%

Intangibles are included as a reconciling item to match Statement of Capital Works (Section 3).

1 Completion of the Sale Oval and Stephenson Park Recreation Reserve upgrades.

2 Cyclic renewal of major plant and vehicles will occur in 2021/22.

3 Investment in large infrastructure projects such as Sale streetscape renewals, Duke Street Yarram Reconstruction and residential road and street construction program.

4 Waste Management Software upgrade 2022/23.

	Project Cost \$'000	Asset expenditure types				Summary of Funding Sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Council cash \$'000	Borrowings \$'000
Property	8,667	2,195	4,156	1,898	418	1,582	720	3,065	3,300
Plant and equipment	3,790	-	3,541	109	140	-	10	3,780	-
Infrastructure	37,378	240	25,272	7,788	4,078	15,535	485	21,358	-
Intangibles	178	-	110	50	18	-	-	178	-
Total	50,013	2,435	33,079	9,845	4,654	17,117	1,215	28,381	3,300

2021/22 Budget - Wellington Shire Council

4.5.2 Current Budget

Capital Works Area	Project	Asset Expenditure Type				Summary of Funding Sources			
	Cost \$'000	New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Cash \$'000	Borrowings \$'000
<u>PROPERTY</u>									
LAND									
Education Department Land - Raymond Street, Sale - Acquisition	10	-	-	-	10	-	-	10	-
Acquisition of Former Sale Police Station	10	-	-	-	10	-	-	10	-
TOTAL LAND	20	-	-	-	20	-	-	20	-
BUILDINGS									
Solar PV Installation Program	200	-	-	-	200	-	-	200	-
Upgrade of CCTV Network at Waste Facilities - Various Sites	40	-	-	40	-	-	-	40	-
Yarram Library Soundproofing	25	-	12	13	-	-	-	25	-
Maffra Depot Minor Capital Works Program	140	-	140	-	-	-	-	140	-
Maffra Library Roof Renewal	160	-	160	-	-	-	-	160	-
Lake Guthridge-Guyatt, Sale - Environmental Education Centre & Wetland Project	1,995	1,995	-	-	-	-	245	50	1,700
Heyfield Tennis Pavilion Minor Refurbishment and Accessibility Improvements	40	-	40	-	-	-	-	40	-
Kindergarten Maintenance & Accessibility Package	120	-	120	-	-	-	-	120	-
Maffra Sugarbeet Museum Refurbishment	90	-	90	-	-	-	-	90	-
Maffra Library Toilets Refurbishment	50	-	25	25	-	-	-	50	-
Public Toilet Renewal/Refurbishment Program	50	-	50	-	-	-	-	50	-
Briagolong Recreation Reserve Pony Club Shed	70	-	70	-	-	-	-	70	-
Outdoor Pools Security CCTV System	45	-	-	-	45	-	-	45	-
Aqua Energy, Sale - Redevelopment Year 1 Design	500	100	250	150	-	500	-	-	-
Maffra Lawn Tennis - Pavilion Redevelopment	900	-	630	180	90	282	100	518	-
Sale Oval - Changeroom Redevelopment	75	-	45	23	7	-	75	-	-
Outdoor Pools - Solar Heating Upgrades	90	-	54	36	-	-	-	90	-
Stephenson Park Recreation Reserve, Sale - Changeroom Redevelopment	2,770	-	1,662	1,108	-	800	300	70	1,600
Yarram Depot Perimeter Fence Renewal	80	-	80	-	-	-	-	80	-
Street Sweeper Waste Storage - Year 1 Planning and Design - Kilmany	10	-	-	-	10	-	-	10	-
Project Management Building	300	-	300	-	-	-	-	300	-
TOTAL BUILDINGS	7,750	2,095	3,728	1,575	352	1,582	720	2,148	3,300
TOTAL PROPERTY	7,770	2,095	3,728	1,575	372	1,582	720	2,168	3,300

2021/22 Budget - Wellington Shire Council

Capital Works Area	Project	Asset Expenditure Type				Summary of Funding Sources			
	Cost \$'000	New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Cash \$'000	Borrowings \$'000
PLANT & EQUIPMENT									
PLANT, MACHINERY & EQUIPMENT									
Fleet Renewal - Annual Program	1,258	-	1,258	-	-	-	-	1,258	-
Plant Renewal - Built Environment Annual Program	1,375	-	1,375	-	-	-	-	1,375	-
Plant Renewal - Natural Environment and Parks Annual Program	280	-	280	-	-	-	-	280	-
TOTAL PLANT, MACHINERY & EQUIPMENT	2,913	-	2,913	-	-	-	-	2,913	-
FURNITURE & FITTINGS									
The Wedge Custom Stage Manager's Desk	15	-	15	-	-	-	-	15	-
The Wedge - Stage Profile Replacement to LED	191	-	134	57	-	-	-	191	-
Art Gallery - Art Acquisitions	30	-	-	-	30	-	10	20	-
Heyfield & Stratford Pool Blanket Installation	90	-	-	-	90	-	-	90	-
Visitor Interactive Floor Space	20	-	-	-	20	-	-	20	-
TOTAL FURNITURE & FITTINGS	346	-	149	57	140	-	10	336	-
LIBRARY BOOKS									
Library - Book Acquisitions	158	-	126	32	-	-	-	158	-
Library - Audio-Visual Acquisitions	55	-	44	11	-	-	-	55	-
Library - Cataloguing & Processing	43	-	34	9	-	-	-	43	-
TOTAL LIBRARY BOOKS	256	-	204	52	-	-	-	256	-
COMPUTERS & TELECOMMUNICATIONS									
IT - Hardware Upgrade / Replacement Program	275	-	275	-	-	-	-	275	-
TOTAL COMPUTERS & TELECOMMUNICATIONS	275	-	275	-	-	-	-	275	-
TOTAL PLANT & EQUIPMENT	3,790	-	3,541	109	140	-	10	3,780	-

2021/22 Budget - Wellington Shire Council

Capital Works Area	Project	Asset Expenditure Type				Summary of Funding Sources			
	Cost \$'000	New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Cash \$'000	Borrowings \$'000
INFRASTRUCTURE									
ROADS									
Project Development	250	-	125	75	50	-	-	250	-
Toongabbie-Cowwarr & Weir Roads, Cowwarr - Reconstruction	600	-	300	300	-	300	300	-	-
Rural Sealed Road Reconstruction Annual Program	150	-	150	-	-	-	-	150	-
Crest Widening Program - Annual Program	350	-	245	105	-	-	-	350	-
Hagans/Airly Road Widening and Shoulder Sealing - Year 1 Design	20	-	10	10	-	-	-	20	-
Pound Road East Widening Project	770	-	539	231	-	770	-	-	-
Soldiers Road Rehabilitation	350	-	350	-	-	350	-	-	-
Woorarra Road Rehabilitation	150	-	150	-	-	-	-	150	-
Yarram Morwell Road Intersection Reconstruction	200	-	200	-	-	-	-	200	-
Weir Road, Tinamba West -Year 1 Assessment and Year 2 Reconstruction	15	-	15	-	-	-	-	15	-
Project Management Roads	454	-	454	-	-	110	-	344	-
Wharf Street Streetscape, Port Albert (Bay Street to end) - Year 1 Design	10	-	5	5	-	-	-	10	-
Duke Street, Yarram - Reconstruction and Shoulder Sealing	900	-	720	180	-	900	-	-	-
Gordon Street Reconstruction, Heyfield (George Street to Harbeck Street)	450	-	360	90	-	450	-	-	-
Residential Road & Street Construction Program (Special Charge Schemes)	2,725	-	1,635	1,090	-	1,908	-	818	-
Port Albert Street Scheme	200	-	120	80	-	-	-	200	-
Urban Road Rehabilitation Program	500	-	400	100	-	500	-	-	-
National Park Road, Loch Sport - Safety Treatments	150	-	45	105	-	-	-	150	-
Lansdowne Street and Macarthur Street Roundabout	751	-	376	376	-	751	-	-	-
Final Seals - Annual Program	335	-	335	-	-	-	-	335	-
Rural Roads Resealing - Annual Program	2,700	-	2,700	-	-	-	-	2,700	-
Urban Streets Asphalt Resheeting - Annual Program	1,750	-	1,750	-	-	690	-	1,060	-
Urban Street Resealing - Annual Program	200	-	200	-	-	-	-	200	-
Kerb & Channel Replacement - Annual Program	500	-	500	-	-	-	-	500	-
Reconstruct Unsealed Roads - Annual Program	1,240	-	1,240	-	-	-	-	1,240	-
Unsealed Road Intersection Upgrades - Annual Program	300	-	180	120	-	-	-	300	-
TOTAL ROADS	16,021	-	13,104	2,867	50	6,729	300	8,992	-

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Capital Works Area	Project	Asset Expenditure Type				Summary of Funding Sources			
	Cost \$'000	New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Cash \$'000	Borrowings \$'000
BRIDGES									
Bridge Works Rehabilitation Program	150	-	150	-	-	-	-	150	-
Swing Bridge - Downstream Drive Refurbishment	200	-	200	-	-	-	-	200	-
Sloping Bridge Widening Project	803	-	402	401	-	803	-	-	-
Blackall Creek Bridge Strengthening - Stratford	30	-	30	-	-	-	-	30	-
Major Culvert Renewal - Annual Program	300	-	180	120	-	-	-	300	-
Bridge & Culvert Safety Barrier Renewal - Annual Program	150	-	90	60	-	-	-	150	-
TOTAL BRIDGES	1,633	-	1,052	581	-	803	-	830	-
FOOTPATHS									
Footpaths Network Connections - Annual Program	150	-	-	-	150	-	-	150	-
Footpaths Renewal - Annual Program	400	-	400	-	-	-	-	400	-
Great Southern Rail Trail Extension Project - Alberton to Welshpool	1,800	-	-	-	1,800	1,500	100	200	-
Sale CBD Renewal Program (York Street)	5,380	-	4,304	1,076	-	5,180	-	200	-
Morrison Street, Maffra - Upgrade (Campbell Street to Fulton Drive)	300	-	150	150	-	-	-	300	-
Gravel Path Renewal - Annual Program	60	-	60	-	-	-	-	60	-
Urban Paths Annual Program	500	-	-	-	500	-	-	500	-
Shoreline Drive Path, Golden Beach	50	-	-	-	50	-	-	50	-
Burley Place Walkway - Reserve Development	15	-	-	8	8	-	-	15	-
Off-Road Path Feasibility Investigation	50	-	-	-	50	50	-	-	-
TOTAL FOOTPATHS	8,705	-	4,914	1,234	2,558	6,730	100	1,875	-
DRAINAGE									
North Sale Retention Basin and Wetland - Design	50	-	-	50	-	-	-	50	-
Park Avenue, Cowwarr - Drainage Basin Reinstatement Works	50	-	50	-	-	-	-	50	-
Minor Drainage Improvements - Annual Program	100	-	60	40	-	-	-	100	-
Seaspray Levy Rehabilitation - Design	90	-	90	-	-	60	-	30	-
Maffra - Stormwater Retention Basin & Outfall Improvement Works	300	-	-	300	-	-	-	300	-
George Street Drainage Renewal, Maffra - Design	100	-	100	-	-	-	-	100	-
TOTAL DRAINAGE	690	-	300	390	-	60	-	630	-
RECREATIONAL LEISURE & COMMUNITY FACILITIES									
Stephenson Park Croquet Amenities & Accessibility	63	-	32	32	-	-	-	63	-
Aqua Energy Program Pool and Outdoor Change Roof Replacement	41	-	41	-	-	-	-	41	-
Stephenson Park Pedestrian & Vehicle Management	200	-	100	80	20	-	-	200	-
Gordon Street Recreation Reserve Pedestrian & Vehicle Management	45	-	23	18	5	-	-	45	-
Aqua Energy Boundary Fence Replacement	45	-	45	-	-	-	-	45	-
Aqua Energy Outdoor Pool Heating Pipe Replacement	145	-	145	-	-	-	-	145	-
Briagolong Recreation Reserve Tennis Court Renewal	571	-	514	57	-	250	40	281	-
Maffra Recreation Reserve Netball Court & Lighting Redevelopment	435	-	391	44	-	250	35	150	-
Stephenson Park Main Oval Storage (bunker replacement)	20	-	20	-	-	-	-	20	-
Yarram Pool - A Warmer Pool	300	240	60	-	-	-	-	300	-
Yarram Pool: Water Treatment Plant Upgrade Design Year 1	20	-	18	2	-	-	-	20	-
TOTAL RECREATIONAL LEISURE & COMMUNITY FACILITIES	1,885	240	1,390	233	25	500	75	1,310	-

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Capital Works Area	Project	Asset Expenditure Type				Summary of Funding Sources			
	Cost \$'000	New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Cash \$'000	Borrowings \$'000
WASTE MANAGEMENT									
Kilmany Landfill Boundary Fencing Replacement	100	-	-	100	-	-	-	100	-
Kilmany Landfill Lechate Pond Evaporation System Improvements	500	-	-	500	-	-	-	500	-
Kilmany Landfill - Flare Installation	300	-	75	225	-	-	-	300	-
Yarram Transfer Station internal asphalt resheeting	50	-	50	-	-	-	-	50	-
Loch Sport Transfer Station Internal Gravel Resheet	70	-	70	-	-	-	-	70	-
Yarram Transfer Station Fence Replacement	20	-	20	-	-	-	-	20	-
Kilmany Car Park Reconstruction (asphalt)	40	-	20	20	-	-	-	40	-
Stratford & Rosedale Landfill Monitoring Bores	125	-	125	-	-	-	-	125	-
TOTAL WASTE MANAGEMENT	1,205	-	360	845	-	-	-	1,205	-
PARKS, OPEN SPACE & STREETSCAPES									
Playspace Renewal Program	260	-	260	-	-	-	-	260	-
Accessibility and Inclusivity Playspace Improvement Program - Various	50	-	50	-	-	-	-	50	-
Annual Shelter and BBQ Replacement Program	100	-	80	20	-	-	-	100	-
Lake Guthridge Erosion Control - Sale	50	-	50	-	-	-	-	50	-
Annual Irrigation Renewal Program	35	-	35	-	-	-	-	35	-
Victoria Park Rotunda Heritage Renewal	120	-	120	-	-	-	-	120	-
Sale - Electric Vehicle Charging Infrastructure for Desailly Street	10	-	-	3	8	-	-	10	-
Lions Park District Open Space Upgrade (Stage 1)	40	-	20	20	-	-	-	40	-
Yarram Recreation Reserve Irrigation System	101	-	-	-	101	-	10	91	-
Stephenson Park Recreation Reserve - Irrigation Controller Renewal	50	-	50	-	-	-	-	50	-
TOTAL PARKS, OPEN SPACE & STREETSCAPES	816	-	665	43	109	-	10	806	-
AERODROMES									
Yarram Aerodrome - Consolidation and renewal of landside facilities	180	-	180	-	-	-	-	180	-
Yarram Aerodrome - Perimeter Fencing	300	-	90	210	-	300	-	-	-
Aerodrome Minor Capital Works Program	115	-	92	11	12	-	-	115	-
Yarram Aerodrome - Eastern Hangar Development	80	-	-	-	80	-	-	80	-
TOTAL AERODROMES	675	-	362	222	92	300	-	375	-

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Capital Works Area	Project	Asset Expenditure Type				Summary of Funding Sources			
	Cost \$'000	New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Cash \$'000	Borrowings \$'000
OFF STREET CAR PARKS									
Pearson Street Carpark Construction, Heyfield - Design	10	-	8	2	-	-	-	10	-
Carpark Reconstruction, Sale (Coles) - Design	50	-	45	5	-	-	-	50	-
Carpark Reconstruction, Lake Street Loch Sport - Improvements	250	-	150	100	-	-	-	250	-
Off Street Car Park Reconstruction	100	-	100	-	-	-	-	100	-
TOTAL OFF STREET CAR PARKS	410	-	303	107	-	-	-	410	-
OTHER INFRASTRUCTURE									
Maffra Victoria Park Jetty Renewal	40	-	40	-	-	-	-	40	-
Port of Sale - Mooring Access Improvements	90	-	18	18	54	-	-	90	-
Loch Sport - Charlies Pontoon Improvements	60	-	-	60	-	10	-	50	-
Boating Infrastructure Improvements Program - Seacombe Boat Ramp	404	-	242	162	-	404	-	-	-
Upgrade & Remote Monitoring of Boat Ramps									
McLoughlins Beach Boat Ramp - Safety Lighting Renewal	65	-	65	-	-	-	-	65	-
Boisdale Common Effluent System Compliance Works	50	-	25	25	-	-	-	50	-
TOTAL OTHER INFRASTRUCTURE	709	-	390	265	54	414	-	295	-
TOTAL INFRASTRUCTURE	32,748	240	22,839	6,786	2,888	15,536	485	16,728	-
INTANGIBLES									
Art Gallery Collection Database	18	-	-	-	18	-	-	18	-
GIS Imagery Renewal	60	-	60	-	-	-	-	60	-
Waste Management Software Upgrade	100	-	50	50	-	-	-	100	-
TOTAL INTANGIBLES	178	-	110	50	18	-	-	178	-
TOTAL NEW CAPITAL WORKS 2021/22	44,486	2,335	30,218	8,520	3,418	17,118	1,215	22,854	3,300

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Capital Works Area	Project	Asset Expenditure Type				Summary of Funding Sources			
	Cost \$'000	New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Cash \$'000	Borrowings \$'000
Works carried forward from the 2020/21 year (Work funded in 20/21 and carried forward)									
<u>PROPERTY</u>									
BUILDINGS									
Lake Guthridge-Guyatt, Sale - Environmental Education Centre & Wetland Project	100	100	-	-	-	-	-	100	-
Community Facilities Accessibility Improvement Program	184	-	-	184	-	-	-	184	-
Port Albert Rocket Shed - Heritage Refurbishment	50	-	50	-	-	-	-	50	-
Sale Oval - Changeroom Redevelopment	463	-	278	139	46	-	-	463	-
Public Toilet Replacement, Hiawatha	100	-	100	-	-	-	-	100	-
TOTAL BUILDINGS	897	100	428	323	46	-	-	897	-
TOTAL PROPERTY	897	100	428	323	46	-	-	897	-
<u>INFRASTRUCTURE</u>									
ROADS									
National Park Road, Loch Sport - Safety Treatments	100	-	30	70	-	-	-	100	-
TOTAL ROADS	100	-	30	70	-	-	-	100	-
FOOTPATHS									
Sale CBD Renewal Program York Street	1,786	-	1,429	357	-	-	-	1,786	-
Morrison Street, Maffra - Upgrade (Campbell Street to Fulton Drive)	200	-	100	100	-	-	-	200	-
TOTAL FOOTPATHS	1,986	-	1,529	457	-	-	-	1,986	-
OFF STREET CAR PARKS									
Carpark Reconstruction, Sale (IGA)	400	-	360	40	-	-	-	400	-
TOTAL OFF STREET CARPARK	400	-	360	40	-	-	-	400	-
PARKS, OPEN SPACE & STREETSCAPES									
Annual Shelter and BBQ Replacement Program	120	-	96	24	-	-	-	120	-
TOTAL PARKS, OPEN SPACE & STREETSCAPES	120	-	96	24	-	-	-	120	-
OTHER INFRASTRUCTURE									
Boating Infrastructure Improvements Program - Seacombe Boat Ramp	39	-	23	16	-	-	-	39	-
Upgrade & Remote Monitoring of Boat Ramps									
Port of Sale - Mooring Access Improvements	1,984	-	396	396	1,192	-	-	1,984	-
TOTAL OTHER INFRASTRUCTURE	2,023	-	419	412	1,192	-	-	2,023	-
TOTAL INFRASTRUCTURE	4,629	-	2,434	1,003	1,192	-	-	4,629	-
TOTAL CARRIED FORWARD CAPITAL WORKS 2021/22	5,526	100	2,862	1,326	1,238	-	-	5,526	-

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Capital Works Area	Project	Asset Expenditure Type				Summary of Funding Sources			
	Cost \$'000	New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Cash \$'000	Borrowings \$'000
MULTI - YEAR PROJECTS									
2020-21 Toongabbie-Cowwarr & Weir Roads, Cowwarr - Reconstruction	600	-	300	300	-	300	300	-	-
2021-22 Toongabbie-Cowwarr & Weir Roads, Cowwarr - Reconstruction	600	-	300	300	-	300	300	-	-
2021-22 Weir Road Tinamba West	15	-	15	-	-	-	15	-	-
2022-23 Weir Road Tinamba West	500	-	500	-	-	500	-	-	-
2020-21 Sale CBD Renewal Program (York Street)	100	-	80	20	-	-	-	100	-
2021-22 Sale CBD Renewal Program (York Street)	7,166	-	5,733	1,433	-	5,180	-	1,986	-
2022-23 Sale CBD Renewal Program (York Street)	9,045	-	7,236	1,809	-	7,785	-	-	1,260
2020-21 Gordon Street Reconstruction, Heyfield (George Street to Harbeck Street)	50	-	45	5	-	50	-	-	-
2021-22 Gordon Street Reconstruction, Heyfield (George Street to Harbeck Street)	450	-	400	50	-	450	-	-	-
2020-21 National Park Road, Loch Sport - Safety Treatments	150	-	45	105	-	-	-	150	-
2021-22 National Park Road, Loch Sport - Safety Treatments	150	-	45	105	-	-	-	150	-
2022-23 National Park Road, Loch Sport - Safety Treatments	150	-	45	105	-	-	-	150	-
2020-21 Lake Guthridge-Guyatt, Sale - Environmental Education Centre	5	5	-	-	-	-	5	-	-
2021-22 Lake Guthridge-Guyatt, Sale - Environmental Education Centre	2,095	2,095	-	-	-	-	245	150	1,700
2022-23 Lake Guthridge-Guyatt, Sale - Environmental Education Centre	450	450	-	-	-	-	-	450	-
2020-21 Maffra Lawn Tennis - Pavilion Redevelopment	212	-	148	42	21	162	50	-	-
2020-21 Maffra Lawn Tennis - Pavilion Redevelopment	706	-	494	141	71	138	50	518	-
2020-21 Stephenson Park Recreation Reserve, Sale - Changeroom Redevelopment	50	-	30	20	-	-	-	50	-
2021-22 Stephenson Park Recreation Reserve, Sale - Changeroom Redevelopment	2,770	-	1,662	1,108	-	800	300	70	1,600
2020-21 Morison Street, Maffra - Upgrade (Campbell Street to Fulton Drive)	100	-	50	50	-	-	-	100	-
2021-22 Morison Street, Maffra - Upgrade (Campbell Street to Fulton Drive)	500	-	250	250	-	-	-	500	-
2020 - 21 Aqua Energy, Sale - Redevelopment Design	50	15	25	10	-	-	-	50	-
2021 - 22 Aqua Energy, Sale - Redevelopment Design	500	100	250	150	-	500	-	-	-

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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 2019/20	Forecast 2020/21	Budget 2021/22	Projections			Trend +/-
						2022/23	2023/24	2024/25	
Operating position									
Adjusted underlying result	Adjusted underlying surplus (deficit) / Adjusted underlying revenue	1	11.8%	-5.3%	6.3%	1.9%	0.7%	4.0%	-
Liquidity									
Working Capital	Current assets/Current liabilities	2	441.3%	293.5%	316.1%	297.5%	277.9%	260.0%	-
Unrestricted cash	Unrestricted cash / Current liabilities		140.0%	159.9%	176.2%	165.0%	153.5%	137.3%	-
Obligations									
Loans and borrowings	Interest bearing loans and borrowings/Rate revenue	3	2.1%	1.6%	6.3%	10.7%	13.9%	24.3%	-
Loans and borrowings	Interest and principal repayments / Rate revenue		9.9%	0.4%	0.6%	1.2%	1.8%	2.2%	-
Indebtedness	Non-current liabilities /Own source revenue		21.8%	20.5%	26.7%	32.0%	36.1%	43.4%	+
Asset renewal & Upgrade	Asset renewal & upgrade expenses /Asset Depreciation	4	119.1%	178.0%	176.3%	163.6%	136.4%	164.8%	-
Stability									
Rates concentration	Rate revenue / Adjusted underlying revenue	5	64.4%	68.2%	64.1%	67.5%	68.8%	67.0%	+

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Indicator	Notes	Actual	Forecast	Budget	Strategic Resource Plan Projections			Trend
		2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	+/-
Rates effort	Rate revenue / Capital improved value of rateable properties in the municipality	0.55%	0.52%	0.53%	0.55%	0.56%	0.58%	+
Efficiency								
Expenditure level	Total expenses / Number of property assessments	\$ 2,614.45	\$ 2,822.48	\$ 2,919.11	\$ 2,969.59	\$ 2,862.80	\$ 2,897.78	+
Revenue level	Rate revenue / Number of property assessments	\$ 1,916.17	\$ 1,908.71	\$ 2,003.87	\$ 2,004.16	\$ 2,064.69	\$ 2,108.09	+

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 2021/22 adjusted underlying result is impacted by the full year inclusion of 2021/22 Financial Assistance Grants and the inclusion of a number of one -off non recurrent operating grants offset by a lower allocation of Roads to Recovery funding for 2021/22.

2 Working Capital - The proportion of current liabilities covered by current assets. Working capital is forecast to decrease from 2021/22 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.

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6. Schedule of Proposed Fees and Charges at 1 July 2021 (GST inclusive)

SERVICE	C/L	GST	2020/21 Fee Including GST \$	2021/22 Fee Including GST \$	Effective Date of Increase
ART GALLERY					
Art Gallery Life Drawing Classes (Each)	C	Yes	27.00	27.50	1-Jan-22
Art Gallery Life Drawing Classes (6 week course)	C	Yes	162.00	160.00	1-Jan-22
Adult Art Workshop - Full Price	C	Yes	N/A	50.00	1-Jan-22
Adult Art Workshop - Friends Discount	C	Yes	N/A	30.00	1-Jan-22
Art Gallery Education – Subscriptions					
Primary Schools under 150	C	Yes	108.00	109.50	1-Jan-22
Primary Schools over 150	C	Yes	220.00	223.00	1-Jan-22
Secondary Schools	C	Yes	234.00	237.50	1-Jan-22
Specialist Schools	C	Yes	108.00	109.50	1-Jan-22
Kindergartens	C	Yes	108.00	109.50	1-Jan-22
Tertiary Institutions	C	Yes	365.00	370.00	1-Jan-22
Children's Workshops - First Child	C	Yes	N/A	15.00	1-Jan-22
Children's Workshops - Each Additional Child	C	Yes	N/A	10.00	1-Jan-22
Maffra Exhibition Space Rental	C	Yes	160.00	162.00	1-Jan-22
Image Reproduction Fees	C	Yes	120.00	122.00	1-Jan-22
THE WEDGE					
Main Stage Hire Rates					
Commercial Rate per day (Max 14 hours)	C	Yes	1,495.00	1,525.00	1-Jul-21
Commercial Rate - Half Day (max 6 hours)	C	Yes	1,235.00	1,260.00	1-Jul-21
Commercial Rate - Extra time per half hour	C	Yes	168.00	171.00	1-Jul-21
Commercial - second performance on the same day	C	Yes	648.00	661.00	1-Jul-21
Community Rate per day (Max 14 hours)	C	Yes	843.00	860.00	1-Jul-21
Community Rate - Half Day (max 6 hours)	C	Yes	689.00	703.00	1-Jul-21
Community Rate - Extra time per half hour	C	Yes	92.00	94.00	1-Jul-21
Community - second performance on the same day	C	Yes	312.00	318.00	1-Jul-21
Commercial per Week	C	Yes	5,845.00	5,955.00	1-Jul-21
Community per Week	C	Yes	3,765.00	3,841.00	1-Jul-21
Commercial Rate - Short hire (max 3 hours)	C	Yes	975.00	995.00	1-Jul-21
Community Rate - Short hire (max 3 hours)	C	Yes	535.00	545.00	1-Jul-21
Rehearsal Room, Meeting Room, Foyer Rate per day (Max 8 hours)	C	Yes	310.00	316.00	1-Jul-21
Rehearsal Room & Meeting Room - Short hire (Max 4 hours)	C	Yes	163.00	166.00	1-Jul-21
Rehearsal Room, Meeting Room, Foyer - Extra time per half hour	C	Yes	25.50	26.00	1-Jul-21
Venue Restricting Foyer Hire (Max 10 hours)	C	Yes	730.00	745.00	1-Jul-21
Admin Fee - Recurring date change	C	Yes	N/A	300.00	1-Jul-21
Ticket Fees					
Ticket fees per ticket - Commercial	C	Yes	4.35	4.40	1-Jul-21
Ticket fees average per ticket - Community	C	Yes	2.90	2.95	1-Jul-21
Complimentary Ticket Fee	C	Yes	0.76	0.77	1-Jul-21
Credit Card Surcharge on Tickets	C	Yes	A maximum of 1.08% for credit cards only.		1-Jul-19
Tech Labour					
Tech Labour Charge Out per hour - Commercial	C	Yes	53.00	54.10	1-Jul-21
Tech Labour Charge Out per hour - Community	C	Yes	49.00	50.00	1-Jul-21
Labour Front of House					
FOH Labour Charge out per hour - Commercial	C	Yes	49.00	50.00	1-Jul-21
FOH Labour Charge out per hour - Community	C	Yes	46.90	47.90	1-Jul-21
Equipment					
Use of Grand Piano - Commercial	C	Yes	275.00	281.00	1-Jul-21
Use of Grand Piano - Community	C	Yes	163.00	166.50	1-Jul-21
Piano Tune	C	Yes	Cost price + 15%	Cost price + 15%	1-Jul-21
Consumables (charged at cost +15%)	C	Yes	Cost price + 15%	Cost price + 15%	1-Jul-21

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LIBRARY					
Printing/Photocopies B&W A4 per page	C	Yes	0.20	0.25	1-Jul-21
Printing/Photocopies B&W A3 per page	C	Yes	0.50	0.55	1-Jul-21
Printing/Photocopies Colour A4 per page	C	Yes	1.00	1.05	1-Jul-21
Printing/Photocopies Colour A3 per page	C	Yes	2.00	2.05	1-Jul-21
Microfilm Printing A4 per page	C	Yes	0.20	0.25	1-Jul-21
Interlibrary loans - Victorian municipal libraries fee	C	Yes	4.00	4.10	1-Jul-21
Interlibrary Loans - Books per transfer	C	Yes	16.50	28.50	1-Jul-21
Overdues per day after grace period expires	C	Yes	0.15	-	1-Jul-21
National facsimile fees (1st page)	C	Yes	5.00	5.20	1-Jul-21
National facsimile fees Additional Pages per page	C	Yes	1.25	1.30	1-Jul-21
Overseas facsimile fees (1st page)	C	Yes	10.00	10.50	1-Jul-21
Overseas facsimile fees Additional Pages per page	C	Yes	2.50	2.55	1-Jul-21
Library Receiving Faxes per page	C	Yes	1.25	1.30	1-Jul-21
Mini-earphones	C	Yes	5.00	5.10	1-Jul-21
Library Laminating A4 size	C	Yes	4.00	4.10	1-Jul-21
Library Book Covering	C	Yes	10.00	10.50	1-Jul-21
Library Binding Repairs (thin book approx. 10 mins)	C	Yes	10.00	10.50	1-Jul-21
Library Binding Repairs (thick book approx. 15 mins)	C	Yes	15.00	15.50	1-Jul-21
Replacement membership cards	C	Yes	3.00	3.50	1-Jul-21
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	51.50	52.50	1-Jul-21
Court Hire (off peak) per hour	C	Yes	37.00	37.75	1-Jul-21
Training/Casual Use - adult / entry fee	C	Yes	6.50	6.65	1-Jul-21
Training/Casual Use - concession / entry fee	C	Yes	3.40	3.50	1-Jul-21
Outdoor Courts					
Outdoor Court with Lights - per hour (Capped at 6 Courts)	C	Yes	11.00	11.20	1-Jul-21
Outdoor Court no Lights - per hour (Capped at 6 Courts)	C	Yes	5.25	5.35	1-Jul-21
School Use	C	Yes	3.70	3.80	1-Jul-21
Club Administration Office					
Office Annual Hire Fee	C	Yes	335.00	341.70	1-Jul-21
Meeting Room 1 or Meeting Room 2	C	Yes	19.00	19.40	1-Jul-21
Conference Room (Includes mtg rooms 1 & 2) Commercial Hire or Single Use Hire. Two hour minimum booking includes kitchen	C	Yes	37.00	37.75	1-Jul-21
Associations					
Association Court Hire Fee (Season based)(peak) per hour	C	Yes	45.00	45.90	1-Jul-21
Association Court Hire Fee (Season based) (off peak) per hour*	C	Yes	36.00	36.70	1-Jul-21
Synthetic Pitch Hire					
Full Field	C	Yes	61.80	63.00	1-Jul-21
Half Field	C	Yes	37.10	37.85	1-Jul-21
~50% lights Full Field	C	Yes	24.70	25.20	1-Jul-21
~100% lights Full Field	C	Yes	41.20	42.00	1-Jul-21
~50% lights - Half Field	C	Yes	14.95	15.25	1-Jul-21
~100% lights - Half Field	C	Yes	24.70	25.20	1-Jul-21
Off Peak (Weekday rate - Full field)	C	Yes	49.45	50.45	1-Jul-21
Off Peak (Weekday rate - Half field)	C	Yes	29.65	30.25	1-Jul-21
Pavilion Hire					
Club Annual Hire (Inc office space and storage shed)	C	Yes	334.75	341.45	1-Jul-21
Kiosk Annual Hire	C	Yes	2,000.00	2,000.00	1-Jul-18
Administrative Fees					
Commercial Facility Hire (Minimum hourly charge for Non-GRSC User Groups)	C	Yes		37.75	1-Jul-21
Booking Cancellation Fee	C	Yes	25.00	25.50	1-Jul-21
Court Setup Cost	C	Yes	15.00	15.30	1-Jul-20
Social Sports Participation (Term Fee, Individual)	C	Yes	\$60.00 to \$85.00	\$60.00 to \$85.00	1-Jul-21

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AQUA ENERGY					
Aquatics Casual Entry					
Swim Adult	C	Yes	6.80	6.95	1-Jul-21
Swim Concession	C	Yes	5.40	5.50	1-Jul-21
Swim Child (5-15)	C	Yes	4.50	4.60	1-Jul-21
Swim Family (Medicare card)	C	Yes	18.10	18.45	1-Jul-21
Swim, Sauna - Adult	C	Yes	9.30	9.50	1-Jul-21
Swim, Sauna - Concession	C	Yes	7.50	7.65	1-Jul-21
Swim School Group - per Student	C	Yes	3.60	3.70	1-Jan-22
Swim School Group - Cost of Instructor	C	Yes	45.60	46.50	1-Jan-22
Children Under 5 Years	C	No	Free	Free	1-Jul-21
Group Fitness & Gym Casual Entry					
Group Fitness Adult	C	Yes	15.00	15.30	1-Jul-21
Group Fitness Concession	C	Yes	12.00	12.25	1-Jul-21
Group Fitness Schools - per student	C	Yes	8.00	8.15	1-Jan-22
Gym Adult	C	Yes	16.70	17.00	1-Jul-21
Gym Concession	C	Yes	13.30	13.60	1-Jul-21
Gym Teen (classes or gym)	C	Yes	7.50	7.65	1-Jul-21
Gym School Group - per student	C	Yes	8.90	9.00	1-Jan-22
Living Longer Living Stronger (gym/fitness classes)	C	Yes	7.20	7.35	1-Jul-21
Allied Health Program (per visit, casual)	C	Yes	8.10	8.25	1-Jul-21
Multi Visit Passes					
10 visit Swim - Adult	C	Yes	61.20	62.40	1-Jul-21
10 visit Swim - Child	C	Yes	40.80	41.60	1-Jul-21
10 visit Swim - Concession	C	Yes	48.90	49.90	1-Jul-21
10 visit Swim - Family	C	Yes	163.10	166.40	1-Jul-21
10 visit Gym - Adult	C	Yes	150.20	153.20	1-Jul-21
10 visit Gym - Concession	C	Yes	120.10	122.50	1-Jul-21
10 visit Group Fitness - Adult	C	Yes	135.30	138.00	1-Jul-21
10 visit Group Fitness - Concession	C	Yes	108.30	110.50	1-Jul-21
10 visit Crèche - Member	C	Yes	83.90	85.60	1-Jul-21
10 visit Crèche - Non-Member	C	Yes	167.90	171.26	1-Jul-21
Living Longer Living Stronger 4 week	C	Yes	48.90	49.90	1-Jul-21
Living Longer Living Stronger 6 week	C	Yes	73.10	74.60	1-Jul-21
Living Longer Living Stronger 8 week	C	Yes	97.90	99.90	1-Jul-21
Living Longer Living Stronger 10 Session Pass	C	Yes	64.90	66.20	1-Jul-21
Other					
Crèche - Members per child per session	C	Yes	8.40	8.60	1-Jul-21
Crèche - Non members per child per session	C	Yes	16.80	17.15	1-Jul-21
Fitness Room Hire - Full Day	C	Yes	56.20	57.30	1-Jul-21
Fitness Room Hire - Half Day	C	Yes	28.10	28.70	1-Jul-21
Pink Ribbon	C	Yes	5.20	5.30	1-Jul-21
Pool Hire					
Swimming Pool Hire - whole pool per hour	C	Yes	154.50	157.60	1-Jul-21
Swimming Pool Hire - lane per hour	C	Yes	47.90	48.90	1-Jul-21
Pool Inflatable Hire - per hour	C	Yes	103.00	105.10	1-Jul-21
Additional Lifeguard - per hour	C	Yes	46.10	47.00	1-Jul-21
Commercial Lane Hire (lifeguard cost not included)					
Learner pool x 1 lane	C	Yes	11.60	11.85	1-Jul-20
Hydro pool x 1 lane	C	Yes	18.60	19.00	1-Jul-20
25 mtr pool x 1 lane	C	Yes	23.30	23.75	1-Jul-20
50 mtr pool x 1 lane	C	Yes	37.20	37.95	1-Jul-20
Learn to Swim Lessons					
Swim lessons - 30mins - Non-Member	C	No	18.30	18.70	1-Jul-21
Swim lessons - 45mins - Non-Member	C	No	19.60	20.00	1-Jul-21
Swim lessons - 1hour - Non-Member	C	No	20.90	21.30	1-Jul-21
Private 1:1 - Half Hour - Non-Member	C	No	48.50	49.50	1-Jul-21
Private 1:1 Concession - Half Hour - Non-Member	C	No	38.80	39.60	1-Jul-21
Holiday Swim Program - Member	C	No	67.00	68.35	1-Jul-21
Disability - Achiever Program 1:1	C	No	30.40	31.00	1-Jul-21
Swim lesson - 30mins - Non-Member Direct Debit - <u>fortnight</u>	C	No	30.40	31.00	1-Jul-21
Swim lesson - 45mins - Non-Member Direct Debit - <u>fortnight</u>	C	No	32.50	33.15	1-Jul-21
Swim lesson - 1hour - Non-Member Direct Debit - <u>fortnight</u>	C	No	34.80	35.50	1-Jul-21

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AQUA ENERGY Cont'd					
Admin					
Membership card replacement fee	C	Yes	9.00	9.20	1-Jul-21
Suspension Fee	C	Yes	5.50	5.60	1-Jul-21
Term Memberships					
Joining Fee (Component of all new memberships, not included in renewals)	C	Yes	72.00	74.00	1-Jul-21
Base Aquatic Adult Fee (12 Month Renewal Fee)					
Aquatic 12mth - Adult	C	Yes	392.00	400.00	1-Jul-21
Aquatic 12mth - Adult	C	Yes	464.00	474.00	1-Jul-21
Aquatic 12mth - Concession Renew	C	Yes	314.00	320.00	1-Jul-21
Aquatic 12mth - Concession	C	Yes	386.00	394.00	1-Jul-21
Aquatic 12mth - Child Renew	C	Yes	261.00	267.00	1-Jul-21
Aquatic 12mth - Child	C	Yes	334.00	341.00	1-Jul-21
Aquatic 12mth - Family Renew	C	Yes	653.00	667.00	1-Jul-21
Aquatic 12mth - Family	C	Yes	725.00	741.00	1-Jul-21
Aquatic 6mth - Adult	C	Yes	268.00	274.00	1-Jul-21
Aquatic 6mth - Concession	C	Yes	229.00	234.00	1-Jul-21
Aquatic 6mth - Child	C	Yes	203.00	207.00	1-Jul-21
Aquatic 6mth - Family	C	Yes	399.00	444.00	1-Jul-21
Aquatic 3mth - Adult	C	Yes	172.00	174.00	1-Jul-21
Aquatic 3mth - Concession	C	Yes	151.00	154.00	1-Jul-21
Aquatic 3mth - Child	C	Yes	143.00	141.00	1-Jul-21
Aquatic 3mth - Family	C	Yes	236.00	241.00	1-Jul-21
Base Gold Adult Fee (12 Month Renewal Fee)					
Gold 12mth - Adult	C	Yes	1,046.00	1,067.00	1-Jul-21
Gold 12mth - Adult	C	Yes	1,118.00	1,141.00	1-Jul-21
Gold 12mth - Concession Renew	C	Yes	837.00	854.00	1-Jul-21
Gold 12mth - Concession	C	Yes	909.00	928.00	1-Jul-21
Gold 12mth - Family Renew	C	Yes	1,743.00	1,779.00	1-Jul-21
Gold 12mth - Family	C	Yes	1,815.00	1,853.00	1-Jul-21
Gold 6mth - Adult	C	Yes	595.00	607.00	1-Jul-21
Gold 6mth - Concession	C	Yes	491.00	501.00	1-Jul-21
Gold 6mth - Family	C	Yes	944.00	963.00	1-Jul-21
Gold 3mth - Adult	C	Yes	334.00	341.00	1-Jul-21
Gold 3mth - Concession	C	Yes	282.00	287.00	1-Jul-21
Gold 3mth - Family	C	Yes	508.00	519.00	1-Jul-21
Direct Debit Memberships - Fortnightly					
Aquatic Direct Debit - Adult	C	Yes	15.10	15.40	1-Jul-21
Aquatic Direct Debit - Concession	C	Yes	12.10	12.40	1-Jul-21
Aquatic Direct Debit - Child	C	Yes	10.25	10.30	1-Jul-21
Aquatic Direct Debit - Family	C	Yes	25.10	25.70	1-Jul-21
Gold Direct Debit - Adult	C	Yes	40.30	41.10	1-Jul-21
Gold Direct Debit - Concession	C	Yes	32.20	32.90	1-Jul-21
Gold Direct Debit - Family	C	Yes	67.10	68.50	1-Jul-21
Living Longer Living Stronger Direct Debit	C	Yes	31.30	32.00	1-Jul-21
Corporate Adult 5+ Direct Debit	C	Yes	36.20	37.00	1-Jul-21
Corporate Family 5+ Direct Debit	C	Yes	60.40	61.70	1-Jul-21
Direct Debit - Teen Gym - Fortnightly	C	Yes	31.30	32.00	1-Jul-21
Direct Debit - Boot Camp - Fortnightly (6 sessions per f/night)	C	Yes	63.10	64.40	1-Jul-21
Personal Training					
Personal Training 1 Hour Session	C	Yes	51.50	52.50	1-Jul-21
Personal Training 1/2 Hour Session	C	Yes	25.75	26.30	1-Jul-21
Personal Training 1 Hour Session 1:2	C	Yes	61.80	63.00	1-Jul-21
Personal Training 1 Hour Session 1:3	C	Yes	92.70	94.50	1-Jul-21
Personal Training 1 Hour Session 1:4	C	Yes	123.60	126.00	1-Jul-21
Personal Training 3 Pack - 3 x 30 min	C	Yes	77.25	78.80	1-Jul-21
Personal Training 3 Pack - 3 x 60 min	C	Yes	154.50	157.60	1-Jul-21
Personal Training 5 Pack - 5 x 30 min	C	Yes	128.80	131.40	1-Jul-21
Personal Training 5 Pack - 5 x 60 min	C	Yes	257.50	262.65	1-Jul-21
Personal Training 10 Pack - 10 x 30 min	C	Yes	257.50	262.65	1-Jul-21
Personal Training 10 Pack - 10 x 60 min	C	Yes	515.00	525.30	1-Jul-21
Boot Camp (per session, casual rate)	C	Yes	15.76	16.10	1-Jul-21

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AQUA ENERGY Cont'd				
Summer Season Passes - 15 Weeks				
Adult	C	Yes	113.08	115.35
Concession	C	Yes	90.58	92.40
Child (5-15)	C	Yes	75.29	76.80
Family	C	Yes	188.37	192.15
AQUA ENERGY - Ongoing Fees, No Longer Offered				
Direct Debit - Aquatic Family Concession	C	10	21.30	21.80
Direct Debit - Corp Silver Adult	C	10	26.90	27.50
Direct Debit - Corp Silver Family	C	10	44.10	45.00
Direct Debit - Gold Family Concession	C	10	55.00	56.10
Direct Debit - Bronze Adult	C	10	34.20	34.90
Direct Debit - Bronze Concession	C	10	26.90	27.50
Direct Debit - Extreme Bronze Fam Concession	C	10	41.50	42.40
Direct Debit - Silver Adult	C	10	34.20	34.90
Direct Debit - Silver Concession	C	10	26.90	27.50
Direct Debit - Silver Family	C	10	55.00	56.10
Direct Debit - Silver Family Concession	C	10	44.10	45.00
OUTDOOR POOLS				
Single Admission (All Pools)				
Adult	C	Yes	6.80	6.95
Concession	C	Yes	5.40	5.50
Child (4-15)	C	Yes	4.50	4.60
Family	C	Yes	18.10	18.45
Summer Season Passes - 15 Weeks				
Adult	C	Yes	112.90	115.15
Concession	C	Yes	90.30	92.10
Child (4-15)	C	Yes	75.30	76.80
Family	C	Yes	188.20	191.95
ANIMALS				
Standard Fee	C	No	155.00	157.00
Dangerous, Menacing or Restricted Breed	C	No	218.00	220.50
Guard Dog	C	No	155.00	157.00
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	48.00	49.00
Pension Concession on above of 50%	L	No		
Domestic Animals - Cat Registrations				
Standard Fee	C	No	155.00	157.00
Reduced Fee (Sterilised, over 10 years old, kept for breeding at a licensed premises, owner a member of approved association)	C	No	48.00	49.00
Pension Concession on above of 50%	L	No		
Animal Cage Deposits (Refundable)	C	No	71.00	72.00
Domestic Animal Business Registration	L	No	270.00	274.00
DAB Information Access Fee (Request for information specific to the business)	C	No	76.00	77.00
Domestic Animal Business Registration - Breeders 3-10 Fertile Dogs	C	No	\$2550 flat fee, \$500 application fee, balance on registration + vet fee if applicable	\$2580 flat fee, \$500 application fee, balance on registration + vet fee if applicable
Domestic Animal Business Registration - Breeders requiring Ministerial Approval	C	No	\$3000 flat fee, \$500 application fee, balance on registration + vet fee if applicable	\$3000 flat fee, \$500 application fee, balance on registration + vet fee if applicable
Impound Penalties				
Release Penalty Dogs & Cats Registered	C	No	158.10	160.00
Release Penalty Unregistered Dogs & Cats, or subsequent impound of Registered animal	C	No	188.70	190.00
Release Penalty Small Livestock - includes Sheep, Goats and Pigs	L	No	\$80 for 1st animal \$43 per subsequent animal + invoiced transport costs	\$81 for 1st animal \$42 per subsequent animal + invoiced transport costs
Release Penalty Large Livestock - includes Cattle and Horses	L	No	\$133 for 1st animal, \$43 per subsequent animal + invoiced transport costs	\$134.50 for 1st animal, \$44 per subsequent animal + invoiced transport costs
Sustenance fee, per day per animal - fee may be increased dependent on seasonal availability.				
Small Livestock - includes Sheep, Goats and Pigs	C	No	15.50	16.00
Large Livestock - includes Cattle and Horses	C	No	20.00	20.50

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LOCAL LAWS					
Alfresco Dining Permit Annual Fee	C	No	185.50	188.00	1-Jul-21
Roadside Trading Permit (12 Weeks fee)	C	No	760.00	770.00	1-Jul-21
Roadside Trading Permit (26 Weeks fee)	C	No	1,325.00	1,340.00	1-Jul-21
Roadside Trading Permit (52 Weeks fee)	C	No	2,345.00	2,370.00	1-Jul-21
Local Laws permit - 1 year	C	No	71.00	72.00	1-Jul-21
Local Law permit - 3 years	C	No	169.00	171.00	1-Jul-21
Impounded Vehicle release fee	C	No	326.50 + Towing fee	\$330.00 + Towing Fee	1-Jul-21
Local Law Fines	L	No	100 = 1 penalty unit	100 = 1 penalty unit	1-Jul-21
VicRoads - Emergency works callout up to 3hrs	C	Yes	632.50	640.00	1-Jul-21
General Local Laws Impound Release Fee (Replaces specific shopping trolley impound release fee)	C	No	122.50	124.00	1-Jul-21
BUILDING					
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	93.00	94.20	1-Jul-21
Building Plan Search Fee	C	Yes	68.00	68.90	1-Jul-21
Building Levy	L	No	0.20	0.20	1-Jul-19
Building Information Certificates	L	No	47.90	47.90	1-Jul-20
Copy of Building Permit, Occupancy Permit or Certificate of Final Inspection	C	Yes	41.00	41.50	1-Jul-21
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	343.00	348.00	1-Jul-21
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	286.00	289.00	1-Jan-22
Registration - Food Act - Class 1*	C	No	495.00	501.00	1-Jan-22
Registrations - Food Act: Class 2. 50% discount applies for a once off event*	C	No	495.00	501.00	1-Jan-22
Registrations: Food Act - Class 2 (Low volume). 50% discount applies for a once off event	C	No	283.50	289.00	1-Jan-22
Registration - Food Act: Class 3. 50% discount applies for a once off event*	C	No	283.50	289.00	1-Jan-22
Registrations: Food Act - Class 3 (Low volume). 50% discount applies for a once off event*	C	No	119.50	121.00	1-Jan-22
Additional Registration Fee - per additional staff over 5 EFT	C	No	20.00	20.00	1-Jan-20
Registrations - Hairdressers or Temporary Makeup Lifetime one off fee*	C	No	258.00	261.00	1-Jan-22
Registrations – Hair/Beauty/Skin Penetration*	C	No	145.00	147.00	1-Jan-22
Registrations - Prescribed Accommodation*	C	No	212.00	215.00	1-Jan-22
Aquatic Facilities - Category 1	C	No		180.00	1-Jul-21
Aquatic Facilities - Category 2	C	No		180.00	1-Jul-21
Registrations – Caravan Parks per site	L	No	As per Residential Tenancies (Caravan Parks and Moveable Dwellings Registration and Standards Regulations 2020)		1-Jul-16
Caravan Park - Application for Rigid Annexe	C	No	264.00	268.00	1-Jan-22
* A 50% discount applies to new registrations from 1 August 2021.					
* A 50% discount applies to registration of each additional temporary or mobile component(s) against a fixed premises					
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 or Fee - used when premises does not comply with first or second inspection requirements - includes non compliant food samples	C	No	171.50	175.00	1-Jul-21
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

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SEPTIC TANK FEES					
Minor alteration	L	No	218.00	As per EPA Regulations, Part 8.4, Division 4	1-Jul-20
Major alteration	L	No	430.00	TBA, Legislated	1-Jul-20
New Septic Tank	L	No	518.00	TBA, Legislated	1-Jul-20
Additional inspections	L	No	116.00	TBA, Legislated	1-Jul-20
Reissue of Permits	C	No	68.00	69.00	1-Jul-21
Report and Consent Request - unsewered areas	L	No	As per Building Control Act and Declaration in Government Gazette.		1-Jul-20
PLANNING					
Development Advice Request	C	Yes	95.00	95.00	1-Jul-20
Planning Permit & Endorsed Plans Search and Copy	C	Yes	155.00	155.00	1-Jul-20
Planning Permit - Extension of Time	C	Yes	300.00	300.00	1-Jul-20
Preparation/Review Section 173 Agreement	C	Yes	210.00	210.00	1-Jul-20
Strategic Planning Written Advice	C	Yes	95.00	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 Council Variations	L	No	The full schedule of fees can be accessed from the DELWP Legislation and Regulation page.		1-Jul-18
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	200.00	200.00	1-Jul-20
Heritage	C	No	NO FEE	NO FEE	1-Jul-18
Liquor Licence Only	C	No	200.00	200.00	1-Jul-20
Native Vegetation Removal					
<10 Hectares	C	No	200.00	200.00	1-Jul-20
FACILITY HIRE					
Gwen Webb Arts Activity Centre - Hire Charges					
Gwen Webb Centre Hire - Full Day*	C	Yes	58.00	58.00	1-Jul-20
Regular Hire (6 hours or less)	C	Yes	35.00	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	120.00	122.00	1-Jul-21
Part or full day hire - (schools casual hire)	C	Yes	FREE	FREE	1-Jul-20
Regular School Use - per season/per ground	C	Yes	236.00	240.00	1-Jul-21
Commercial/Private- Full Day*	C	Yes	395.00	400.00	1-Jul-21
Stephenson Park - Baseball Pitch Hire Charges (Level 2) (Includes Baseball Oval)	C	Yes	120.36	122.00	1-Jul-21
LEVEL 3 FACILITY HIRE CHARGES: Wurruk Oval					
Part or full day hire - (community groups) #	C	Yes	91.00	92.00	1-Jul-21
Part or full day hire - (schools casual hire)	C	Yes	FREE	FREE	1-Jul-18
Regular School Use - per season/per ground	C	Yes	176.00	178.00	1-Jul-21
Commercial/Private- Full Day*	C	Yes	262.00	265.00	1-Jul-21
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	61.00	62.00	1-Jul-21
Part or full day hire - (schools casual hire)	C	Yes	FREE	FREE	1-Jul-18
Regular School Use - per season/per ground	C	Yes	118.00	120.00	1-Jul-21
Commercial/Private- Full Day*	C	Yes	132.00	134.00	1-Jul-21
Stephenson Park Upstairs Function Room					
Seasonal user group subsidised rate - Full Day**	C	Yes	57.00	58.00	1-Jul-21
Non seasonal user Community Group - Full Day*	C	Yes	236.00	240.00	1-Jul-21
Commercial/Private- Full Day*	C	Yes	383.00	388.00	1-Jul-21
Light Usage Fee/Hr (includes plug-in portable lighting)	C	Yes	17.00	18.00	1-Jul-21
Light Usage Fee/Hr 150 lux at Stephenson Park	C	Yes	32.00	33.00	1-Jul-21
Toilet cleaning charges to be added to Casual hire if applicable	C	Yes	34.00	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 day rate.					
^ 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.					

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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	230.00	235.00	1-Jul-20
Both Meeting Rooms (max 50 people) half day rate	C	Yes		120.00	1-Jul-21
Consulting Room 1 or 2 per hour	C	Yes	11.00	11.50	1-Jul-20
Consulting Room 1 or 2 per day	C	Yes	44.00	45.00	1-Jul-20
Wellington Centre Meeting Rooms					
Wayput Room per half day Standard Rate	C	Yes	130.00	132.00	1-Jul-21
Wayput Room per day Standard Rate	C	Yes	205.00	208.00	1-Jul-21
Carang Carang Room per half day Standard Rate	C	Yes	160.00	162.00	1-Jul-21
Carang Carang Room per day Standard Rate	C	Yes	300.00	304.00	1-Jul-21
Wellington Room per half day Standard Rate	C	Yes	205.00	210.00	1-Jul-21
Wellington Room per day Standard Rate	C	Yes	410.00	415.00	1-Jul-21
Function Gathering area per half day Standard Rate	C	Yes	160.00	162.00	1-Jul-21
Function Gathering area per day Standard Rate	C	Yes	300.00	304.00	1-Jul-21
Setup fee for room configuration (optional)	C	Yes	50.00	51.00	1-Jul-21
LAKESIDE ENTERTAINMENT & ARTS FACILITY (LEAF)					
Weddings and Commercial Organisations	C	Yes	200.00	200.00	1-Jul-20
Not for profit/community organisations	C	Yes	-	-	1-Jul-20
Use of Concertina Doors	C	Yes	185.00	185.00	1-Jul-20
Use of Concertina Doors Community Groups	C	Yes	90.00	90.00	1-Jul-20
CIRCUS					
Recreation Reserve Fees (Circus) Daily Fees	C	Yes	900.00	900.00	1-Jul-20
MOORINGS					
Mooring Fees - Annual Licence	C	Yes	956.00	968.00	1-Jul-21
Mooring Temporary, Weekly, Min 2 weeks, Max 12 weeks	C	Yes	58.00	59.00	1-Jul-21
Transfer of Mooring Fee	C	Yes	50.00	51.00	1-Jul-21
AERODROMES					
Establishment fee for setting up user agreements - for new user agreements on Council Owned or Controlled Land	C	Yes	117.00	119.00	1-Jul-21
West Sale Airport Service Charge – Terminal Access – Per day for charter/commercial flights	C	Yes	118.00	120.00	1-Jul-21
Rate capped to 100 days p.a.					
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	C	Yes	36.00	37.00	1-Jul-21
Minimum charge \$300.00 (based on 100m2 for 1 month).					
West Sale Airport / Yarram Aerodrome Service Charge – Annual User Licence Agreement – Recreational Use.	C	Yes	150.00	152.00	1-Jul-21
West Sale Airport/Yarram Aerodrome Service Charge - Ann. User Licence Agreement - Light commercial use.	C	Yes	695.00	704.00	1-Jul-21
West Sale Airport/Yarram Aerodrome Service Charge - Annual User Licence Agreement – Commercial Use.	C	Yes	1,385.00	1,403.00	1-Jul-21
West Sale Airport - Landing Fees	C	Yes	4.20	5.25	1-Jul-21
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 \$5.25/tonne pro-rata.					
Yarram Aerodrome - Landing Fees	C	Yes	2.00	2.50	1-Jul-21
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 \$2.50/tonne pro-rata.					

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SALEYARDS					
Prime Sales					
Weighted Cattle	C	Yes	22.45	22.75	1-Jul-21
Weighted Bulls	C	Yes	29.85	30.25	1-Jul-21
Unweighted Cattle	C	Yes	15.85	16.05	1-Jul-21
Unweighted Bulls	C	Yes	22.45	22.75	1-Jul-21
Calves	C	Yes	3.70	3.75	1-Jul-21
Goats	C	Yes	1.80	1.85	1-Jul-21
Pigs	C	Yes	3.05	3.10	1-Jul-21
Droving Fee	C	Yes	3.90	3.95	1-Jul-21
Store Sales					
Unweighted Cattle	C	Yes	15.85	16.05	1-Jul-21
Unweighted Bulls	C	Yes	22.45	22.75	1-Jul-21
Unit (Cow and Calf)	C	Yes	19.55	19.80	1-Jul-21
Calves	C	Yes	3.70	3.75	1-Jul-21
Buyer / NLIS Fee					
Store Sales, Wednesday Calf Sales	C	Yes	2.85	2.90	1-Jul-21
Clearing Sales	C	Yes	2.85	2.90	1-Jul-21
Sheep Sales					
Sheep Sales	C	Yes	1.91	1.95	1-Jul-21
Other					
Weigh Only	C	Yes	11.90	12.05	1-Jul-21
Scan Only	C	Yes	6.40	6.50	1-Jul-21
On Delivery Fee - Cattle	C	Yes	6.40	6.50	1-Jul-21
On Delivery Fee - Sheep	C	Yes	0.45	0.50	1-Jul-21
Post Breeder Tags - No Tag, Saleyard tag applied by GRLE	C	Yes	39.00	39.45	1-Jul-21
Agent Fee - Special Sales	C	Yes	162.50	165.00	1-Jul-21
Auctioneers Fees	C	Yes	137.50	140.00	1-Jul-21
Buyers Reports	C	Yes	0.15	0.15	1-Jul-20
Truck Wash	C	Yes	1.75	1.80	1-Jul-21
Unprocessed Compost	C	Yes	22.00	22.50	1-Jul-21
Stock Feed Fee	C	Yes	24.20	24.50	1-Jul-21
Sheep Scanning Fee	C	Yes	0.25	0.30	1-Jul-21
Call Outs (After Hours) - Feed Fee First Hour	C	Yes	212.00	220.00	1-Jul-21
Call Outs (After Hours) - Additional Hours	C	Yes	106.00	110.00	1-Jul-21
Shower Facilities	C	Yes	No Cost	No cost	1-Jul-21
MAP SALES					
Hardcopy - Standard Map (Dekho, Internet, VicRoads) A3 Colour	C	Yes	13.20	13.20	1-Jul-20
Hardcopy - Standard Map (Dekho, Internet, VicRoads) A2 Colour	C	Yes	19.40	19.40	1-Jul-20
Hardcopy - Standard Map (Dekho, Internet, VicRoads) A1 Colour	C	Yes	32.60	32.60	1-Jul-20
Hardcopy - Aerial Photo Plot A4	C	Yes	13.20	13.20	1-Jul-20
Hardcopy - Aerial Photo Plot A3	C	Yes	19.40	19.40	1-Jul-20
Hardcopy - Aerial Photo Plot A2	C	Yes	32.70	32.70	1-Jul-20
Hardcopy - Aerial Photo Plot A1	C	Yes	44.40	44.40	1-Jul-20
Softcopy - Aerial Photo - sent to email address	C	Yes	10.70	10.70	1-Jul-20
TIPPING FEES					
Commercial Tonne	C	Yes	175.00	213.00	1-Jul-21
Compacted Commercial	C	Yes	188.00	226.00	1-Jul-21
Commercial m3	C	Yes	70.00	89.00	1-Jul-21
Domestic m3	C	Yes	36.00	41.00	1-Jul-21
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	33.00	33.00	1-Jul-20
Clean Concrete m3	C	Yes	47.00	48.00	1-Jul-21
Separated Recyclables m3	C	Yes	-	-	1-Jul-19
Asbestos per tonne	C	Yes	100.00	100.00	1-Jul-16
Single Mattress	C	Yes	13.00	15.00	1-Jul-21
Double Mattress	C	Yes	18.00	22.00	1-Jul-21
Gas bottles <10kg	C	Yes	-	13.00	1-Jul-21
Gas Bottles 10kg - 45kg	C	Yes	13.00	13.00	1-Jul-17

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TIPPING FEES Cont'd					
Cat/dog (Kilmany Only)	C	Yes	17.00	17.00	1-Jul-17
Cow/horse (Kilmany Only)	C	Yes	66.00	71.00	1-Jul-21
Sheep/calf (Kilmany Only)	C	Yes	33.00	35.00	1-Jul-21
Car Tyre (off Rim)	C	Yes	6.00	6.00	1-Jul-17
Car Tyre (on Rim)	C	Yes	12.00	12.00	1-Jul-17
4WD/Light Truck Tyre (off Rim)	C	Yes	15.00	15.00	1-Jul-17
4WD/Light Truck Tyre (on Rim)	C	Yes	30.00	30.00	1-Jul-17
Large Truck (off Rim) - (Kilmany Only)	C	Yes	30.00	30.00	1-Jul-17
Large Truck (on Rim) - (Kilmany Only)	C	Yes	60.00	60.00	1-Jul-17
Tractor Tyre (off Rim) - (Kilmany Only)	C	Yes	80.00	80.00	1-Jul-17
Tractor Tyre (on Rim) - (Kilmany Only)	C	Yes	160.00	160.00	1-Jul-17
Earthmoving Tyres (off Rim) - (Kilmany Only)	C	Yes	250.00	250.00	1-Jul-17
Earthmoving Tyres (off Rim) - (Kilmany Only)	C	Yes	500.00	500.00	1-Jul-17
E-Waste Fees	C	Yes	-	-	1-Jul-20
Recyclable Plastic Drums (Non Drum muster) <5lt	C	Yes	0.50	1.00	1-Jul-21
Recyclable Plastic Drums (Non Drum muster) 20lts	C	Yes	1.50	1.50	1-Jul-19
Clean Fill m3	C	Yes	46.00	75.00	1-Jul-21
Clean Fill Tonne	C	Yes	44.00	53.00	1-Jul-21
ROADS					
Rechargeable works	C	Yes	By Quote	By Quote	1-Jul-18
Consent for Works Within Road Reserve	L	No	\$88.90 - \$638.30	\$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
Electric Vehicle Charger (cents/kwh)	C	10		0.40	1-Jul-21
FIRE HAZARD RECOVERY					
Recovery cost for Fire Hazard Removal Contractor plus admin fee	C	Yes	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		1-Jul-19
FINANCE					
Dishonoured Direct Debit Fees	C	No	30.00	30.00	1-Jul-16
Dishonoured Cheque Fees	C	No	35.00	35.00	1-Jul-09
Reissue Payment Fee	C	No	15.00	15.00	1-Jul-18
Land Information Certificates	L	No	27.00	27.00	1-Jul-19
Land Information Certificate – Urgent Fee	C	Yes	80.00	80.00	1-Jul-18
Duplicate Rate Notice	C	Yes	10.00	10.00	1-Jul-16
Rate Related Archive Search per hour	C	Yes	51.00	51.00	1-Jul-18
FREEDOM OF INFORMATION					
Freedom of Information Request	L	No	29.60	29.60	1-Jul-18
Freedom of Information Search Charges per hour or part of an hour (except if on a computer)	L	No	22.20	22.20	1-Jul-17
Freedom of Information Supervision Charges Per Quarter hour	L	No	5.60	5.60	1-Jul-17
Freedom of Information Photocopies-A4 (per page)	L	No	0.20	0.20	1-Jul-16

13.3. BIENNIAL AUDIT & RISK COMMITTEE UPDATE

ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES

PURPOSE

To provide Council with an overview of the activities of Council's Audit & Risk Committee, including findings and recommendations, for the period October 2020 – March 2021.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council receive the biannual report on the Audit & Risk Committee's activities, findings and recommendations for the period October 2020 – March 2021, as attached

BACKGROUND

Under section 54(5)(b) of the *Local Government Act 2020*, Councils are now required, biannually, to receive a report from their Audit and Risk Committee that describes the activities of the Committee, including its findings and recommendations at a Council meeting.

Accordingly, the Audit & Risk Committee have provided the attached report that details their activities, findings and recommendations for the period October 2020 – March 2021 for Council's review.

ATTACHMENTS

1. ARC Summary report to Council [13.3.1 - 3 pages]

OPTIONS

Council has the following options available:

1. Receive the biannual report on the Audit & Risk Committee's activities, findings and recommendations for the period October 2020 – March 2021; or
2. Not receive the biannual report on the Audit & Risk Committee's activities, findings and recommendations for the period October 2020 – March 2021 and seek further information for consideration at a later Council meeting.

PROPOSAL

The Council receive the biannual report on the Audit & Risk Committee's activities, findings and recommendations for the period October 2020 – March 2021.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

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

COMMUNICATION IMPACT

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

LEGISLATIVE IMPACT

Under Section 54(5) of the *Local Government Act 2020*, an Audit and Risk Committee must -

- (a) prepare a biannual audit and risk report that describes the activities of the Audit and Risk Committee and includes its findings and recommendations; and
- (b) provide a copy of the biannual audit and risk report to the Chief Executive Officer for tabling at the next Council meeting.

COUNCIL POLICY IMPACT

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

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

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

COMMUNITY IMPACT

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

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

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



AUDIT & RISK COMMITTEE REPORT TO COUNCIL

October 2020 – March 2021

As per Section 54(5) of the *Local Government Act 2020* the Audit & Risk Committee must prepare a biannual report that describes the activities of the Audit & Risk Committee including its findings and recommendations and table a copy of the biannual report at the next Council meeting.

COMMITTEE MEMBERSHIP

The Committee consists of five members appointed by Council: three independent members and 2 Councillors. Independent members may be reappointed for subsequent terms, to a maximum of 9 years. The Chair of the Committee is an independent member.

Member	Date appointed	Conclusion of Term	Meetings attended during period	Meetings eligible during period
Independent Members				
Chris Badger (Chair)	6 Dec 2016	28 Oct 2023	3	3
Frank Evans	15 Oct 2019	28 Oct 2022	3	3
Kiah Cashman	3 Dec 2019	28 Oct 2021	3	3
Council Members				
Cr Garry Stephens	1 Dec 2020		3	3
Cr Marcus McKenzie	1 Dec 2020		2	2
Cr Alan Hall (former member)			1	1

COMMITTEE MEETINGS

The Committee met three times during the reporting period: on 9 October 2020 (unscheduled), 25 November 2020 and 22 February 2021. A quorum is 3 (with a minimum of 2 independent members). A quorum of Councillors and Independent Members was achieved for all meetings as outlined in the table above.

The Chief Executive Officer, General Manager Corporate Services and Manager Corporate Finance attended all Committee meetings. Other management representatives attended as required to present reports.

Internal Auditor

Representatives from Council's Internal Auditors, HLB Mann Judd, attended the meetings on 25 November 2020 and 22 February 2021 to report on the status of the internal audit program and to present findings of completed reviews. All audit issues identified are risk rated. Recommendations are assigned to the responsible officer and tracked in the Audit Plan module within Council's reporting software, Pulse.

External Auditor

External Auditors from the Victorian Auditor General's Office (VAGO) attended the 9 October 2020 meeting to present the independent audit report for the Financial and Performance Statements.

Committee Minutes Reported to Council

Minutes of each Committee meeting were presented to Council, at the next practicable Ordinary meeting of Council, for consideration and adoption.

SUMMARY OF THE WORK OF THE COMMITTEE

The Committee meets on a quarterly basis to consider those matters within the scope of its charter.

The following reviews were conducted during the period as part of the Strategic Internal Audit Plan for 2020/21:

- Road Management Plan (November 2020)
- Systems, Controls and Processes against Cyber Risk (February 2021)

The findings of the VAGO audit including the Financial and Performance Statements for the financial year ended 30 June 2020, the VAGO Management letter and Closing Report were reviewed during the period.

At each meeting of the Committee, the following standard items were considered:

- Financials, Council Plan Highlights and Progress of Major Initiatives and Initiatives as identified in the 2020/21 Budget
- Register of Commissioned Reports;
- Report of any known instances of fraud
- Update on information services and cyber security
- Current legal matters
- Report of insurance claims
- Excessive staff leave balances
- Update on Council's response to the COVID-19 pandemic
- Current key risk matters
- Monitoring progress on implementation of recommendations from previous internal audits
- Review of meeting performance.

Highlights of the period

Key Committee highlights during the period were:

- Reviewed the Audit & Risk Committee Charter and Terms of Reference, resulting in amendments as per requirements of the *Local Government Act 2020*;
- Reviewed a summary of the Gifts Register;
- Reviewed the credit card expenditure of the Chief Executive Officer;
- Reviewed the findings of the VAGO report on Sexual Harassment in Local Government and Council's response to the recommendations within;
- Reviewed the status of Council's actions in relation to identified improvements from various Agencies;
- Commenced a process to review Council policies that are strategic in nature; and
- Continuing development of the risk framework.

CHAIR'S CLOSING REMARKS

The Committee's overall assessment during this period is that Council is continuing to manage very well in not only a constrained operational (COVID19 impacted) and financial environment, but one that is rapidly changing due to a myriad of newly imposed legislative and governance requirements.

It was also pleasing to see how well Council managed through the 2020 COVID impacts and in particular the decision Council made to support its staff during this time.

It is the independent view of the Committee that the governance culture of the Council is on the right track with the ongoing development of new policies and a robust risk and compliance framework, which will continue to strengthen Council's operations.

Mr. Chris Badger

Chair

Wellington Shire Council Audit & Risk Committee

13.4. ADOPTION OF COUNCIL'S REVISED ACCEPTANCE AND DECLARATION OF GIFTS, BENEFITS AND HOSPITALITY POLICY

ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES

PURPOSE

For Council to approve and adopt Council's revised Acceptance and Declaration of Gifts, Benefits and Hospitality Policy, as attached.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council approve and adopt Council's revised Acceptance and Declaration of Gifts, Benefits and Hospitality Policy, as attached.

BACKGROUND

Section 138 of the *Local Government Act 2020* (the Act) requires Council to adopt a Councillor Gift Policy by 24 April 2021. As Council already has an active gift policy which is applicable to both Councillors and staff, revisions have been made to make it compliant with the updated legislation and best practice processes.

Primary revisions made to Council's existing policy include:

- legislative section references;
- new definitions and explanations to provide clearer guidance and understanding when interpreting the policy;
- enhanced definitions and explanations for additional clarity;
- inclusion of legislative requirement that Council maintains a register of all declarations made, even though Council already maintains a register of declarations which is available for inspection on request by the public.

It must also be noted that the revised policy has also been reviewed and endorsed by Council's Audit & Risk Committee who determined that the policy is comprehensive.

ATTACHMENTS

1. Acceptance and Declaration of Gifts, Benefits and Hospitality [13.4.1 - 6 pages]

OPTIONS

Council has the following options available:

1. Approve and adopt Council's revised Acceptance and Declaration of Gifts, Benefits and Hospitality Policy, as attached;
2. Not approve and adopt Council's revised Acceptance and Declaration of Gifts, Benefits and Hospitality Policy, as attached, and seek further information.

PROPOSAL

That Council approve and adopt Council's revised Acceptance and Declaration of Gifts, Benefits and Hospitality Policy, as attached.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

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

COMMUNICATION IMPACT

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

LEGISLATIVE IMPACT

Section 138 of the Act requires Council to adopt a Councillor Gift Policy by 24 April 2021. Although this requirement applies specifically to Councillors, Council's existing gift policy applies to both Councillors and staff and will be updated to ensure compliance with the Act with specific reference to Councillor related requirements.

COUNCIL POLICY IMPACT

This review will result in the existing gift policy being updated. A further review will be undertaken in line with the annual Council Policy Manual review to determine if further amendments are 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 6.3.3: *"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

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

COMMUNITY IMPACT

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

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 amendments made to Council's existing policy will enhance the ability for any individual to make a sound assessment of their situation and determine if a declaration should be made. It will also allow any individual to assess if their declaration of a gift, benefit or hospitality could possibly result in a conflict of interest thus providing a more thorough risk assessment.

ACCEPTANCE & DECLARATION OF GIFTS, BENEFITS AND HOSPITALITY

Policy Number:	2.4.8
Approved by	Council
Date Approved/Effective	17 December 2019
Date of Next Review:	1 October 2021
Applicable to Unit(s):	Organisation and Councillors
Responsible Officer:	General Manager Corporate Services
Related Policies:	Conflict of Interest Policy Council Expense and Administration Policy Public Transparency Policy
Related Documents:	Gifts, Benefits and Hospitality Declaration Form Gifts, Benefits and Hospitality Declaration Register Councillor Code of Conduct Employee Code of Conduct Municipal Association of Victoria - New Councillor Resource Guide 2016
Statutory Reference:	<i>Charter of Human Rights and Responsibilities Act 2006</i> <i>Local Government Act 2020</i>

OVERVIEW

To provide Councillors and staff with requirements and guidance relating to the acceptance of gifts, benefits and hospitality.

THE POLICY

Wellington Shire Council is committed to following sound and transparent business practices in accordance with the *Local Government Act 2020* and Councillor and Employee Codes of Conduct. It recognises the importance of operating in a manner that models transparency, integrity and the highest ethical standards.

This policy is intended to support Councillors and staff in avoiding conflicts of interest, maintaining high levels of integrity and public trust and ensure that any gifts accepted are properly managed and disclosed.

COUNCILLORS AND COUNCIL STAFF

A gift, benefit or hospitality must not be accepted by Councillors or staff if it is given as a bribe for favourable service or outcomes or could be perceived as intended to, or likely to, influence the individual in the fair, impartial and efficient discharge of their duties as a Councillor or member of Council staff.

The performance of Council functions including, but not limited to, tenders, planning decisions, recruitment processes and regulatory activity will not be influenced by the offer or inducement of a gift, benefit or hospitality.

Receipt of a gift from a person or organisation can result in a general or material conflict of interest in a matter.

Councillors and staff must not solicit, demand or request gifts or any personal benefit for themselves or another person by virtue of their position.

All gifts, benefits and hospitality of **any** value, whether declined or accepted, must be declared using the appropriate Gifts, Benefits and Hospitality Declaration form and details will be included on Council's Gifts, Benefits and Hospitality Declaration Register. Under **NO** circumstances is cash to be accepted as an applicable gift.

Token Offers

A token offer is an offer of a gift, benefit or hospitality that is of inconsequential or trivial value to both the person making the offer and the individual. It may include promotional items such as pens and note pads, and modest hospitality which would be considered a basic courtesy, such as light refreshments offered during a meeting or the provision of lunch during the course of a daylong seminar.

The minimum accountabilities state that token offers cannot be worth more than \$50.

Individuals may generally accept token offers as long as the offer does not create a conflict of interest or bring the individual or the organisation into disrepute.

Non-token Offers

Individuals can accept non-token offers if they have a considered business benefit. All accepted non-token offers must be declared and approved in writing by the General Manager / CEO / Mayor, recorded in the Gifts, Benefits and Hospitality Declaration Register and be consistent with the following requirements:

- it does not raise an actual, potential or perceived conflict of interest or have the potential to bring the individual or Council into disrepute; and
- there is a considered business reason for acceptance i.e. it is offered in the course of the individual's official duties, relates to the individual's responsibilities, recognises work undertaken or benefits achieved for the Council.

Individuals may be offered a gift, benefit or hospitality where there is no opportunity to seek written approval prior to accepting. For example, they may be offered a wrapped gift that they later identify as being a non-token gift. In these cases, the individual must seek approval within five business days.

Where the gift would likely bring the individual or the organisation into disrepute, the gift should be returned. If it represents a conflict of interest for the individual or Council, the gift should be returned or transferred to Council to mitigate the risk.

Repeat Offers

Receiving multiple offers (token or non-token) from the same individual or organisation can generate a stronger perception that the individual or organisation could influence you. Individuals should refuse repeat offers from the same source if they create a conflict of interest or may lead to reputational damage. Any repeat offers must also be noted with the Manager.

The Gift Test

When deciding whether to accept an offer, individuals should first consider if the offer could be perceived as influencing them in the performance of their duties or lead to reputational damage. The more valuable the offer, the more likely that a conflict of interest or reputational risk could arise.

The GIFT test (developed by the Victorian Public Sector Commission) is a good example of what to think about when deciding whether to accept or decline a gift, benefit or hospitality.

G	Giver	Who is providing the gift, benefit or hospitality and what is their relationship to me? Does my role require me to select contractors, award grants, regulate industries or determine government policies? Could the person or organisation benefit from a decision I make?
I	Influence	Are they seeking to gain an advantage or influence my decisions or actions? Has the gift, benefit or hospitality been offered to me publicly or privately? Is it a courtesy, a token of appreciation or highly valuable? Does its timing coincide with a decision I am about to make?
F	Favour	Are they seeking a favour in return for the gift, benefit or hospitality? Has the gift, benefit or hospitality been offered honestly? Has the person or organisation made several offers over the last 12 months? Would accepting it create an obligation to return a favour?
T	Trust	Would accepting the gift, benefit or hospitality diminish public trust? How would I feel if the gift, benefit or hospitality became public knowledge? What would my colleagues, family friends or associates think?

GIFTS

In general, **gifts** are acceptable when:

- the gift is a token offer and estimated to be less than \$50;
- it is customary of the culture to bestow or exchange gifts as thanks for hospitality; or
- gifts are presented by a visiting official and duly authorised by the governing body.

Gifts are sometimes given as a sign of gratitude to recognise outcomes collectively achieved by the Council and/or group of staff. Therefore, as far as is reasonable and practical, such gifts are “pooled” then shared among the Council and/or the working group.

All gifts of **any** value must be declared using the appropriate Gifts, Benefits and Hospitality Declaration form, even if the gift has been declined. Under **NO** circumstances is cash to be accepted as an applicable gift.

Disclosable Gift

A **disclosable gift** is a gift that puts the recipient into a material conflict of interest because the donor of the gift has an interest in a matter.

Section 128(4) of the *Local Government Act 2020* defines a disclosable gift as:

- (1) One or more gifts with a total value of, or more than, \$500 or if an amount is prescribed for the purposes of this subsection, the prescribed amount, received from a person in the 5 years preceding the decision on the matter—
 - (a) if the relevant person held the office of Councillor, was a member of Council staff or was a member of a delegated committee at the time the gift was received; or
 - (b) if the gift was, or gifts were, or will be, required to be disclosed as an election campaign donation—

but does not include the value of any reasonable hospitality received by the relevant person at an event or function that the relevant person attended in an official capacity as a Councillor, member of Council staff or member of a delegated committee.

Significant Occasion Gift

A **significant occasion gift** is a gift which is presented to the Mayor or a Councillor from Wellington Shire as a gesture of goodwill for official or ceremonial purposes.

- A significant occasion gift to the Mayor must not exceed \$200;
- A significant occasion gift to a Councillor must not exceed \$150.

All significant occasion gifts **must be declared** using the Gifts, Benefits and Hospitality Declaration form and details included on Council's Gifts, Benefits and Hospitality Declaration Register. Individuals must transfer to Council any official gifts or gifts of cultural significance or significant value.

Ownership of Gifts Offered to Individuals

Non-token gifts with a considered business benefit that have been accepted by an individual for their work or contribution may be retained by the individual where the gift is not likely to bring the individual or Council into disrepute, and where the General Manager or CEO has provided written approval.

BENEFITS

In general, **benefits** are acceptable when a Councillor or staff member may need to accept the benefit in the carrying out of Council duties such as attendance as a Council representative at promotional or other events.

Benefits can be received by an individual or organisation in the form of preferential treatment, privileged access, favours or other advantage. This can also include invitations to sporting, cultural or social events, access to discounts or loyalty programs and, in particular for individuals, promises of a new job.

The value of benefits may be difficult to define in dollars, but as they are valued by the individual, they may be used to influence the individual's behaviour and decision making. As this is the case, any benefit of **any** value, whether declined or accepted, must be declared using the appropriate Gifts, Benefits and Hospitality Declaration form.

HOSPITALITY

In general, **hospitality** is acceptable when it is not considered excessive and does not create a conflict of interest or bring the individual or the organisation into disrepute.

A Councillor or staff member may accept hospitality such as attendance as a Council representative at promotional or other events.

All hospitality of **any** value, other than that which could be considered a basic courtesy (light refreshments at a meeting) or is provided during attendance at a paid event (morning/afternoon tea and lunch during a seminar paid for by Council), must be declared using the appropriate Gifts, Benefits and Hospitality Declaration form.

Exempt hospitality is hospitality that is reasonably received in the carrying out of Council duties and can be considered a basic courtesy, including the acceptance of light refreshments during a meeting or lunch during the course of a daylong event. Exempt hospitality does not require the completion of a declaration form.

If the estimated value of the hospitality is over \$50 (non-token offer), a declaration form must be completed, regardless of whether the hospitality is accepted or declined. An example of this is a three course lunch at the conclusion of a meeting. It could be perceived that the lunch could be a

means to gain favour or influence a decision or consideration. In this case, a consideration must also be made for the completion of conflict of interest declaration form.

COUNCILLORS SPECIFIC REQUIREMENTS

Disclosable Gift to Councillors

Where a Councillor has declared a material conflict of interest from the acceptance of a **disclosable gift**, details of the interest will be documented in the meeting minutes which are available for public inspection.

Anonymous Gifts Not To Be Accepted

A Councillor must not accept, directly or indirectly, a gift for the benefit of the Councillor for the amount or value of which is equal to or exceeds the gift disclosure threshold unless:

- a) the name and address of the person making the gift are known to the Councillor; or
- b) at the time when the gift is made
 - i) the Councillor is given the name and address of the person making the gift; and
 - ii) the Councillor reasonably believes that the name and address so given are the true name and address of the person making the gift.

Election Campaign Donation Return Gift

A **donation period** gift is a gift given to an electoral candidate to be used in connection with an election campaign. In accordance with Section 306 of the *Local Government Act 2020*, each candidate, whether successfully elected to Council or not, must give an Election Campaign Donation Return to the Chief Executive Officer within 40 days of election day.

Per Section 308 (2) and (3) of the *Local Government Act 2020*, copies of all election campaign donation returns received are available for inspection at the Desailly Street Service Centre and a summary of all Election Campaign Donation Returns is available on Council's website and will remain available to view until the close of roll for the next general election.

DECLARATIONS AND RECORDS MANAGEMENT

Declarations

Declarations are required to be completed for all gifts, benefits or hospitality received, whether accepted or declined. The Business Unit Manager must review and sign all declarations before providing a copy to Governance for registration.

Where multiple gifts, benefits and hospitality are offered by one person on the same day, only one declaration form should be completed for all the items from that one person. The items must not be split across multiple declarations.

Records Management

Council maintains a register of all gifts, benefits and hospitality received by Council Officers and Councillors. This register details:

- Date of receipt
- Recipient
- Donor
- Estimated Value

- Allocation (declined, donated, pooled, retained, returned, shared)
- Description Of/Reason For Gift.

The register is available for public inspection on request, in line with Council's Public Transparency Policy.

All declarations, whether accepted or declined, will be recorded in Council's Gifts, Benefits and Hospitality Declaration Register.

A summary of the Gifts, Benefits and Hospitality Declaration Register will also be provided to the Audit & Risk Committee twice yearly for review.

BREACHES OF THIS POLICY

Failure to comply with this policy will constitute a breach of the relevant Codes of Conduct and may result in disciplinary action or other serious sanctions as per the *Local Government Act 2020*.

HUMAN RIGHTS

Wellington Shire Council is committed to upholding the Human Rights principles as outlined in the *Charter of Human Rights and Responsibilities Act 2006 (Vic)* and referred to in Council's Human Rights Policy. The Human Rights Checklist has been completed and this policy accords with Council's policy commitment to uphold human rights principles.

14. GENERAL MANAGER DEVELOPMENT

14.1. STRATEGIC LAND USE PLANNING - FIRST QUARTERLY REPORT

ACTION OFFICER: MANAGER LAND USE PLANNING

PURPOSE

To update Council on the strategic land use planning work program for the first quarter (January - March) 2021.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council receive the first quarterly update on the strategic land use planning work program included in Attachment 'Planning Projects and Amendments' to this report.

BACKGROUND

The strategic land use planning work program is regularly reviewed by Council's Strategic Land Use Planning Projects Review Group (Review Group), which was appointed by Council at the Ordinary Council meeting of 1 December 2020.

The Review Group considered it beneficial to provide Council and the community with a quarterly update of the strategic land use planning work program, which comprises various prioritised projects and planning scheme amendments as outlined in Attachment Planning Projects and Amendments.

ATTACHMENTS

1. Current Strategic Land Use Planning Projects and Amendments [14.1.1 - 6 pages]

OPTIONS

Council has the following options available:

1. Receive the first quarterly update on the strategic land use planning work program; or
2. Not receive the first quarterly update on the strategic land use planning work program and seek further information for consideration at a future Council meeting.

PROPOSAL

To receive the first quarterly update on the strategic land use planning work program.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

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

COMMUNICATION IMPACT

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

LEGISLATIVE IMPACT

All strategic land use planning matters are considered in accordance with the *Planning and Environment Act 1987* and/or any relevant legislation.

COUNCIL POLICY IMPACT

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

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."*

Strategy 2.3.3: *"Recognise and advocate for best practice land development which considers energy efficiency and sustainability for housing."*

This report supports the above Council Plan strategic objectives and strategies.

RESOURCES AND STAFF IMPACT

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

COMMUNITY IMPACT

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

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

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

Planning Projects and Amendments

Current Strategic Planning Projects

North Sale Developer Contributions Plan Priority: High Anticipated completion: 21/22
<p style="text-align: center;">Status</p> <p>The 'North Sale Development Plan' (Development Plan) was formally adopted by Council at its meeting of 17 April 2018 and facilitates the coordinated and integrated growth of 294 hectares of land within the nominated growth area to the north of Sale over the next 15-20 years.</p> <p>The adopted Development Plan is available to view electronically on Council's website and in hard copy at the Shire offices at 18 Desailly Street, Sale.</p> <p>Detailed work continues to be finalised in the preparation of the associated (and complex) Infrastructure Funding Arrangement, which will seek to equitably apportion the costs associated with the required key infrastructure provision across all of the developable land within the growth area.</p> <p>As work now nears completion, it is anticipated that feedback on the contribution's arrangement will be sought from landowners during the first half of 2021 before any formal consideration by Council.</p>
West Sale and Wurruk Industrial Land Strategy – Technical Report Preparation Priority: High Anticipated completion: 21/22
<p style="text-align: center;">Status</p> <p>The 'West Sale and Wurruk Industrial Land Supply Strategy (April 2018)', (the Strategy) was formally adopted by Council at its meeting of 19 June 2018. A recommended action of the Strategy was the preparation of several detailed technical reports to address issues relating to cultural heritage, vegetation, drainage and traffic matters.</p> <p>With funding from the Victorian Planning Authority via the 'Streamlining for Growth' program, consultants Urban Enterprise have been preparing the technical reports to support the detailed master planning of the land.</p> <p>A suite of draft technical reports has been completed and reviewed by Council Officers. The recommendations of the draft reports have identified a number of matters that require further detailed consideration.</p> <p>Officers are currently working with the relevant statutory authorities to address these issues, prior to finalising the reports.</p>

Port of Sale East Bank Redevelopment Study
Priority: High Anticipated completion: 21/22

Status

The '*Port of Sale East Bank Redevelopment Study*', (the Study) aims to investigate the strategic land use opportunities and associated planning provisions required to guide the redevelopment of land located on the eastern side of the Port of Sale, being land formerly occupied by the Sale High School and Specialist School.

Following a period of community consultation, Ratio planning consultants prepared draft planning scheme provisions to facilitate appropriate uses and development on the site, the details of which are currently being reviewed for future Council consideration.

The Study will also inform and complement work currently being undertaken as part of the '*Port of Sale Precinct Masterplan Review*'.

Maffra Structure Plan
Priority: High Anticipated completion: 20/21

Status

Background preparation work has commenced on the Maffra Structure Plan (the Structure Plan) with Mesh planning consultants having been appointed to undertake the project.

As a key strategic land use planning project, the Structure Plan will focus on the growth needs of Maffra and establish a direction as to how and where it should develop into the future. The Structure Plan will, amongst other things:

- provide an up-to-date and relevant strategic land use planning framework for Maffra;
- facilitate the coordinated and integrated growth of the township over the next 20 years;
- provide an informed direction for the future supply of land for residential, commercial and industrial uses, and
- review associated drainage and infrastructure issues holistically.

Given the constraints associated with the COVID 19 pandemic, Officers have been working closely with consultants Mesh Planning to develop ways to meaningfully progress the Structure Plan process within the parameters of current government social distancing restrictions.

As such, several 'virtual' on-line workshops have been successfully conducted with key internal and external statutory stakeholders and used to inform a '*Discussion Paper and Emerging Directions*', which outlines key strategic land use issues and opportunities.

The Discussion Paper was subject to a 6-week period of public exhibition between 8 March - 19 April 2021, the feedback from which will now inform the preparation of a Draft Maffra Structure Plan itself.

Review of Planning Controls - RAAF Base East Sale

Priority: Medium Anticipated completion: 21/22

Status

Following significant upgrades at RAAF Base East Sale to accommodate expanded officer training and facilitate the use of new aircraft, background work is now underway to review and assess updated noise contour mapping to support the on-going operation of the airfield.

Officers initiated dialogue with the Department of Defence (Defence) in October 2019 to discuss the best approach to the development of updated planning controls. Consultation with Defence will continue to allow for the finalisation of preferred planning controls, which will also need the support of the Department of Environment, Land, Water and Planning.

A future Planning Scheme Amendment will be undertaken to formally incorporate new controls into the Wellington Planning Scheme.

'Port of Sale Precinct Masterplan - Review and Revision' and 'Residential Land Supply Stocktake'.

Priority: High Anticipated completion: 20/21

Status

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. Relieving the residential lot shortage is a key to increasing population growth, improving 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 as a key project. The key focus will be the east bank education site redevelopment, the west bank redevelopment (both the moorings project and the pedestrian upgrades) and developing a place making plan to activate the public spaces. 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 will also be investigated.

Both projects are a priority for the 20/21 financial year and have been/will be underpinned by a Charrette exercise. A Charrette (also known as an Enquiry by Design), is an intensive workshop in which a broad range of multi-disciplinary stakeholders are brought together to collaborate on and resolve a design issue(s) or other land use matter. At the close of the Charrette, the result is a shared vision for the subject site/subject matter, which is shared by everyone linked to the development.

A series of virtual 'on-line' Charrette/Workshop's, facilitated by Urbanisplus Planning Consultants have been held for the POS Masterplan, with work continuing remotely in the coming months.

A draft revised Master Plan has been prepared and was subject to a period of public exhibition between 15 March – 19 April 2021. Feedback received will, where considered appropriate to do so, be used to inform the final Draft Precinct Masterplan.

A Charrette exercise for the Residential Stocktake will held in April/May 2021, with the findings due to be reported to Council in mid-year.

Wellington Growth Management Strategy

Priority: Medium Anticipated completion: 21/22

Status

Growth Management Strategies (GMS) provide an overarching plan for future growth across the Wellington Shire, as well as to plan for future service and infrastructure provision to facilitate such growth.

Key elements of a GMS include:

- Planning for "natural" rates of growth.
- Planning for the delivery of new houses.
- Planning for a range of different housing types to meet the needs of our future communities.
- Planning for a range of new employment opportunities so that residents have greater opportunities for working locally and within the region.
- Acknowledging and seeking to protect the Shire's rural and resource land because of their special economic, environmental and cultural values.
- Encouraging sustainable growth, which supports existing key townships.
- Making the provision of services and infrastructure deliverable, efficient and viable.

The GMS does not rezone land but provides overarching policy to guide decisions as to where future growth should be best directed.

As a major Shire-wide strategic land use planning exercise, initial background research and analysis for the GMS will occur in due course.

Current Council Planning Scheme Amendments

C99: Updated Flood Mapping
Priority: High Anticipated Completion: To be confirmed

Status

Amendment C99 proposes revisions to the Wellington Planning Scheme to incorporate up-to-date, Shire-wide flood mapping and associated revised local planning policy to mitigate against potential flood hazards.

The Amendment will be further considered by Council once a State-wide policy and strategy response to coastal flooding and coastal climate change adaptation is finalised by the State Government.

C109: Implementation of Smart Planning and Planning in the Economic Growth Zone Recommendations

Priority: Medium Anticipated completion: 21/22

Status

In conjunction with the state government, Council has completed several planning studies as part of the '*Planning in the Economic Growth Zone*' (PEGZ) initiative. The objectives of PEGZ is to streamline the provisions of the Wellington Planning Scheme (WPS) to make it more efficient and user-friendly through a reduction in the number of triggers for planning permits and stronger planning policy guidance.

The work of the PEGZ initiative has also been complemented by the completion of the state government's, '*Smart Planning Program*', which facilitates the restructure of **all** Planning Schemes across Victoria to provide greater consistency and streamlining. This has been achieved through the deletion of redundant provisions, repetition, and the closer realignment of state/regional/local planning policy.

Amendment C109 seeks to implement and formalise the recommendations of both initiatives into the WPS.

At the meeting of 2 June 2020, Council resolved to seek Authorisation from the Minister for Planning to proceed with Amendment C109.

A request for Authorisation will be formally sought in due course - subject to the current COVID restrictions and consideration of other project priorities.

Current Private Planning Scheme Amendments

C94: Rezoning of the former Sale Police Station Site
Priority: High Anticipated completion: Completed

Status

At the request of the Department of Justice, the former Sale Police Station (located on the South Gippsland Highway) was rezoned from the Public Use Zone to the Residential Growth Zone to facilitate its sale as a surplus asset to the Department's needs.

A formal Notice of Approval of the rezoning appeared in the Government Gazette on 14 January 2016.

The State Government is continuing in its work to resolve the issue of the removal of Native Title on the site, which currently prevents the sale of the land for development purposes.

14.2. FEBRUARY 2021 PLANNING DECISIONS REPORT

ACTION OFFICER: MANAGER LAND USE PLANNING

PURPOSE

To provide a report to Council on recent planning permit trends and planning decisions made under delegation by Statutory Planners during the month of February 2021.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council note the report on recent Planning Permit trends and Planning Application determinations between 1 February and 28 February 2021.

BACKGROUND

Statutory Planners have delegated authority under the *Planning and Environment Act 1987* to make planning decisions in accordance with the *Planning and Environment Act 1987* and the Wellington Planning Scheme, including the issue of planning permits, amended permits, extensions of time, refusal of planning permits and notices of decision to grant a planning permit.

A copy of planning permit decisions made between 1 February and 28 February 2021 is included in Attachment February 2021 Planning Decisions Report.

Attachment February 2021 Planning Trends Report provides an overview of recent planning permit trends including decisions made, efficiency of decision making and the estimated value of approved development (derived from monthly planning permit activity reporting data). It is noted that the 'spike' for the estimated value of works graph for February 2021 can be attributed to the approval of the 'Nun Duk' hotel/resort development.

ATTACHMENTS

1. February 2021 Planning Decisions Report [**14.2.1** - 5 pages]
2. February 2021 Planning Trends Report [**14.2.2** - 3 pages]

OPTIONS

Council has the following options available:

1. Receive the February 2021 planning decisions report; or
2. Not receive the February 2021 planning decisions report and seek further information for consideration at a future Council meeting.

PROPOSAL

That Council note the report of recent planning permit trends and planning application determinations between 1 February and 28 February 2021.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

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

COMMUNICATION IMPACT

The monthly report communicates information about planning trends and determinations including the issue of planning permits, amended permits, refusal of planning permits, and notices of decision to grant a planning permit.

LEGISLATIVE IMPACT

All planning decisions have been processed and issued in accordance with the *Planning and Environment Act 1987* and the Wellington Planning Scheme.

COUNCIL POLICY IMPACT

All planning decisions have been issued after due consideration of relevant Council policy, including Council's Heritage Policy, and the requirements of the Planning Policy Framework in the Wellington Planning Scheme.

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

Strategy 2.3.3: *"Recognise and advocate for best practice land development which considers energy efficiency and sustainability for housing."*

This report supports the above Council Plan strategic objectives and strategies.

RESOURCES AND STAFF IMPACT

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

COMMUNITY IMPACT

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

ENVIRONMENTAL IMPACT

Planning decisions are made in accordance with the relevant environmental standards to ensure that environmental impacts are minimised.

ENGAGEMENT IMPACT

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

RISK MANAGEMENT IMPACT

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

**PLANNING APPLICATION DETERMINATIONS
BETWEEN 1/02/2021 AND 28/02/2021**

Application No/Year	Date Received	Property Title & Address	Proposal	Status
125-1/2018	9/05/2018	Assessment No. 261644 CA: 29 3,215 LONGFORD-LOCH SEACOMBE	Use/development of the land/residential hotel & removal of vegetation.	Permit Issued by the Responsible Auth 25/02/2021
87-2/2020	23/12/2020	Assessment No. 90050 LOT: 2 PS: 605338P 1,351 LINDENOW-MEERLIEU MEERLIEU	Use and development of the land for a dwelling.	Permit Issued by Delegate of Resp/Auth 10/02/2021
202-1/2020	17/06/2020	Assessment No. 327585 LOT: 5 TP: 375184E 1,639 LICOLA RD GLENMAGGIE	Use and development of the land for a quarry.	Withdrawn 5/02/2021
286-1/2020	6/08/2020	Assessment No. 338186 LOT: 1 TP: 853100 63 KNIGHT ST MAFFRA	Development of the land for three dwellings.	Permit Issued by Delegate of Resp/Auth 5/02/2021
371-1/2020	24/09/2020	Assessment No. 317768 LOT: 1 TP: 516292U 50 GEORGE ST HEYFIELD	Develop land for 3 dwellings & subdivide the land into 3 lots.	Permit Issued by Delegate of Resp/Auth 23/02/2021
405-1/2020	14/10/2020	Assessment No. 295766 LOT: 1 LP: 135741 63 LAWLER ST YARRAM	Subdivision of the land into twelve (12) lots.	NOD issued by Delegate of Respon/Auth 3/02/2021
414-1/2020	19/10/2020	Assessment No. 188797 LOT: 2 PS: 147378 18 BYES LANE ROSEDALE	Subdivision of the land into two lots.	Permit Issued by Delegate of Resp/Auth 3/02/2021
419-1/2020	20/10/2020	Assessment No. 208447 CA: 18 124 WILLUNG RD ROSEDALE	Two lot subdivision.	NOD issued by Delegate of Respon/Auth 12/02/2021
436-1/2020	27/10/2020	Assessment No. 436493 CA: 17 SEC: B 102 FIREBRACE RD HEYFIELD	Use & development of the site for a caretaker's dwelling.	NOD issued by Delegate of Respon/Auth 5/02/2021
443-1/2020	4/11/2020	Assessment No. 222919 LOT: 1 TP: 179200D 4 ANETA CT LOCH SPORT	Buildings and works associated with construction of a dwelling.	Permit Issued by Delegate of Resp/Auth 4/02/2021
456-1/2020	9/11/2020	Assessment No. 183277 LOT: 1 TP: 137944N 2,313 SHORELINE DR THE HONEYSUCKLES	Buildings and works associated with construction of a dwelling.	Permit Issued by Delegate of Resp/Auth 26/02/2021

ATTACHMENT 14.2.1

Application No/Year	Date Received	Property Title & Address	Proposal	Status
459-1/2020	12/11/2020	Assessment No. 445411 LOT: 1 PS: 709388T 20 LYONS ST ROSEDALE	Use and development of a dwelling.	Permit Issued by Delegate of Resp/Auth 4/02/2021
463-1/2020	13/11/2020	Assessment No. 389544 LOT: 1 LP: 220275W 9-11 CALLADALE CT GORMANDALE	Buildings & works associated with construction of a dwelling.	Permit Issued by Delegate of Resp/Auth 16/02/2021
469-1/2020	16/11/2020	Assessment No. 39644 CA: 25A SEC: B1 1-51 GUTHRIDGE PDE SALE	Buildings and works for the development of change rooms.	Permit Issued by Delegate of Resp/Auth 3/02/2021
470-1/2020	16/11/2020	Assessment No. 354159 LOT: 2 PS: 402923J 238 BOISDALE ST MAFFRA	Multi lot residential subdivision.	Permit Issued by Delegate of Resp/Auth 8/02/2021
478-1/2020	19/11/2020	Assessment No. 26500 LOT: 131 LP: 50235 30 LESLIE ST SALE	Buildings and works associated with the construction of two dwellings.	Permit Issued by Delegate of Resp/Auth 12/02/2021
481-1/2020	24/11/2020	Assessment No. 4523 LOT: 4 LP: 41077 24 FITZROY ST SALE	Subdivision of the land into two lots.	Permit Issued by Delegate of Resp/Auth 10/02/2021
483-1/2020	25/11/2020	Assessment No. 283796 LOT: 1 TP: 578908F SOUTH GIPPSLAND HWY ALBERTON	Development of a dwelling & access to a road zone category 1.	Permit Issued by Delegate of Resp/Auth 12/02/2021
491-1/2020	30/11/2020	Assessment No. 325332 CA: L8 62 DOWNINGS RD COWWARR	Buildings and works associated with construction of a domestic shed.	Permit Issued by Delegate of Resp/Auth 4/02/2021
493-1/2020	30/11/2020	Assessment No. 30395 LOT: 43 LP: 70658 4 RAY ST SALE	Development of the land for two dwellings.	Permit Issued by Delegate of Resp/Auth 25/02/2021
494-1/2020	30/11/2020	Assessment No. 281386 LOT: 7 LP: 44230 31 SEAWARD ST MCLOUGHLINS BEACH	Buildings and works associated with construction of a domestic shed.	Permit Issued by Delegate of Resp/Auth 18/02/2021
496-1/2020	1/12/2020	Assessment No. 195495 CA: 25 SEC: 3 13 FORESHORE RD SEASPRAY	Buildings & works associated with extension to an existing dwelling.	Permit Issued by Delegate of Resp/Auth 9/02/2021
498-1/2020	2/12/2020	Assessment No. 398982 LOT: 6 PS: 525742B 15 MANNING CT WURRUK	Buildings & works associated with construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 12/02/2021

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Application No/Year	Date Received	Property Title & Address	Proposal	Status
503-1/2020	3/12/2020	Assessment No. 392084 LOT: 7 PS: 518800E 8 JEMMA CT WURRUK	Vary the restrictive covenant on title.	Permit Issued by Delegate of Resp/Auth 18/02/2021
504-1/2020	3/12/2020	Assessment No. 51201 LOT: 84 LP: 202036T 2 CURRAN CT WURRUK	Subdivision of the land into two lots.	Permit Issued by Delegate of Resp/Auth 22/02/2021
509-1/2020	7/12/2020	Assessment No. 82008 LOT: 1 PS: 328784 432 BENGWORDEN RD COBAINS	Resubdivision of the land into two lots.	Permit Issued by Delegate of Resp/Auth 24/02/2021
513-1/2020	9/12/2020	Assessment No. 208538 CA: 100 368 WILLUNG RD ROSEDALE	Re-subdivision of two existing lots to excise an existing dwelling.	Permit Issued by Delegate of Resp/Auth 5/02/2021
514-1/2020	9/12/2020	Assessment No. 357103 LOT: 4 LP: 120352 67 MAIN ST NEWRY	Buildings and works associated with construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 11/02/2021
519-1/2020	11/12/2020	Assessment No. 107300 LOT: 1 PS: 703139Y 85 SETTLEMENT RD KILMANY	Buildings and works associated with construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 1/02/2021
525-1/2020	17/12/2020	Assessment No. 377135 PCA: 81 4,945 TRARALGON-MAFFRA TINAMBA	Buildings and works for the development of a swimming pool.	Permit Issued by Delegate of Resp/Auth 18/02/2021
527-1/2020	18/12/2020	Assessment No. 213934 LOT: 1 TP: 114231H 13 SPINDRIFT AVE GOLDEN BEACH	Buildings and works associated with construction of a dwelling.	Permit Issued by Delegate of Resp/Auth 19/02/2021
528-1/2020	18/12/2020	Assessment No. 446252 LOT: 728 LP: 53109 50 NATIONAL PARK RD LOCH SPORT	Buildings and works associated with construction of a dwelling.	Permit Issued by Delegate of Resp/Auth 15/02/2021
530-1/2020	18/12/2020	Assessment No. 224543 LOT: 617 LP: 53109 29 BLUFF DR LOCH SPORT	Buildings and works associated with construction of a dwelling.	Permit Issued by Delegate of Resp/Auth 11/02/2021
531-1/2020	21/12/2020	Assessment No. 443309 CA: 6 SEC: 24 89 DUKE ST ROSEDALE	Subdivision of the land into two lots.	Permit Issued by Delegate of Resp/Auth 26/02/2021
548-1/2020	23/12/2020	Assessment No. 275172 PC: 379452L 101 STRZELECKI ST ALBERTON	Buildings & works associated with construction of a dwelling.	Permit Issued by Delegate of Resp/Auth 12/02/2021

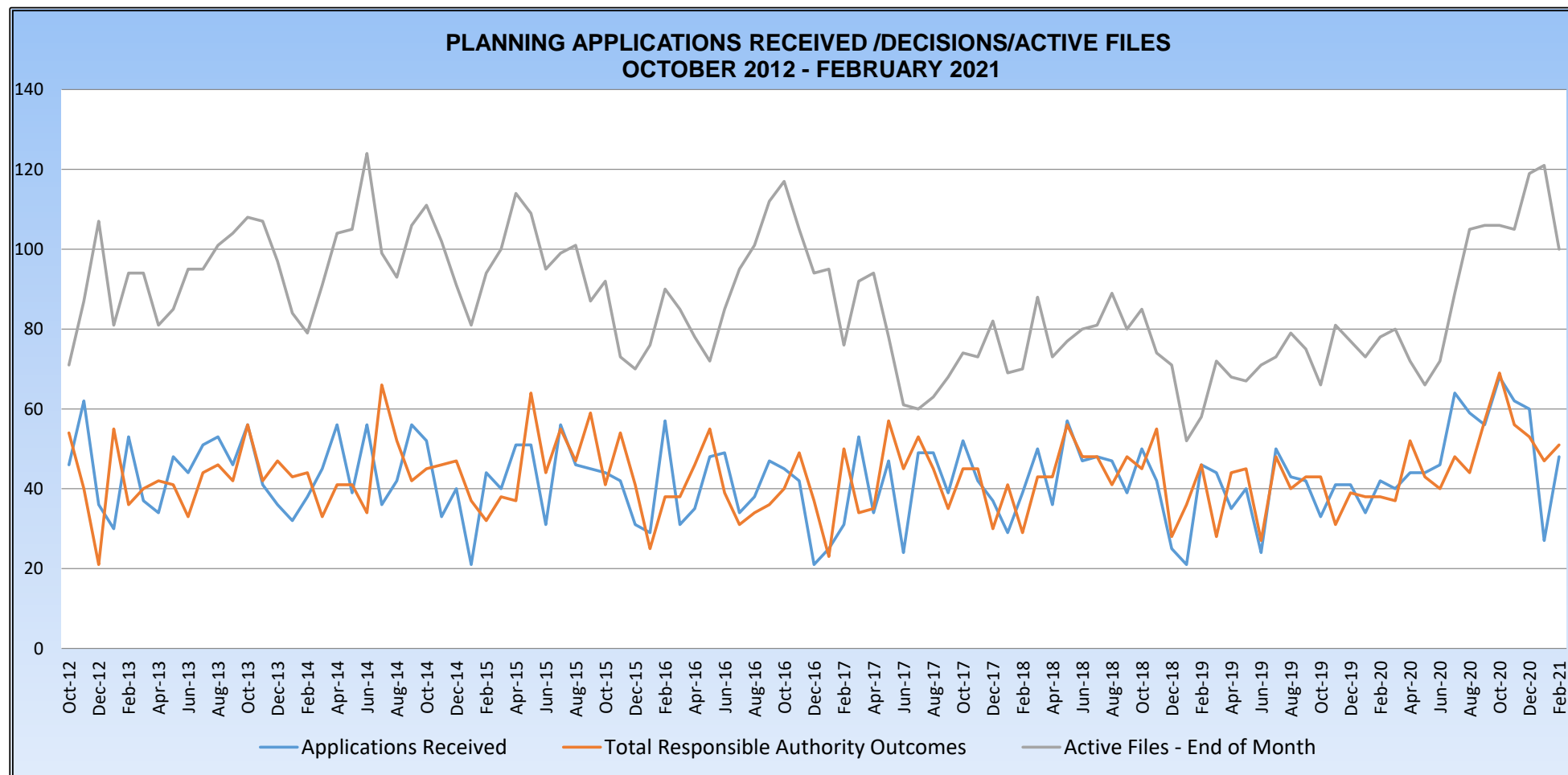
ATTACHMENT 14.2.1

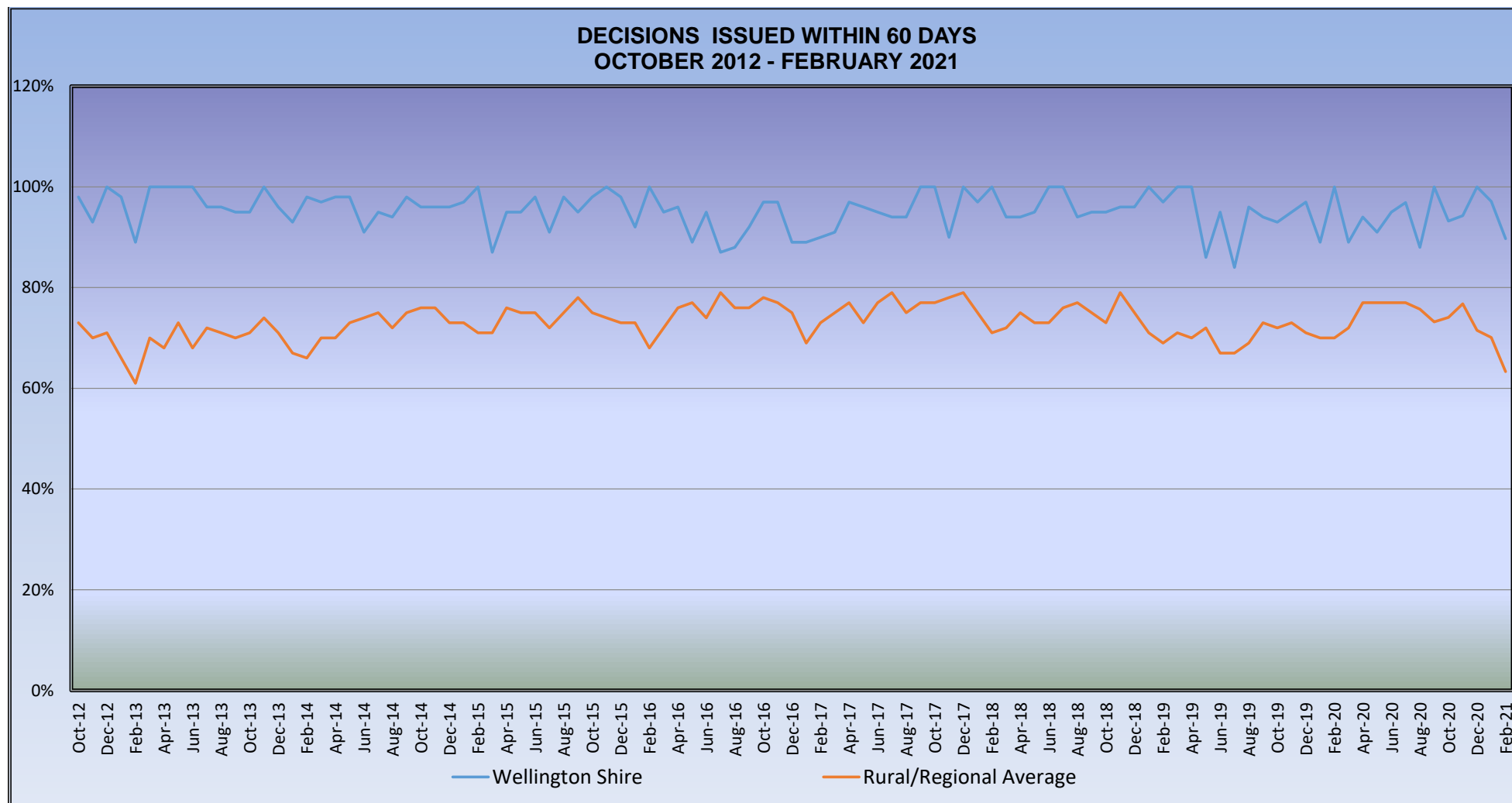
Application No/Year	Date Received	Property Title & Address	Proposal	Status
1-1/2021	4/01/2021	Assessment No. 257683 LOT: 1020 LP: 40160 9 SIXTH AVENUE SOUTH PARADISE BEACH	Development of the land for a dwelling and an outbuilding.	Permit Issued by Delegate of Resp/Auth 17/02/2021
3-1/2021	4/01/2021	Assessment No. 388165 LOT: 23 PS: 506503D 14 PANORAMA DR WOODSIDE BEACH	Buildings & works associated with construction of a dwelling.	Permit Issued by Delegate of Resp/Auth 26/02/2021
4-1/2021	5/01/2021	Assessment No. 102582 CA: 26C SEC: B 110 HOPKINS RD FULHAM	Buildings & works for the development of an outbuilding.	Permit Issued by Delegate of Resp/Auth 12/02/2021
15-1/2021	21/01/2021	Assessment No. 85456 LOT: 1 PS: 81529 641 PRINCES HWY MONTGOMERY	Buildings and works associated with construction of a shed.	Permit Issued by Delegate of Resp/Auth 4/02/2021
16-1/2021	21/01/2021	Assessment No. 280503 LOT: 11 PS: 13074 21 MCLOUGHLINS RD MCLOUGHLINS BEACH	Buildings and works associated with construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 25/02/2021
24-1/2021	29/01/2021	Assessment No. 448357 LOT: 1 PS: 833233F 5,237 TRARALGON-MAFFRA TINAMBA	Buildings and works associated with construction of a farm shed.	Permit Issued by Delegate of Resp/Auth 15/02/2021
32-1/2021	2/02/2021	Assessment No. 299859 LOT: 1 TP: 385084C YARRAM-MORWELL RD JACK RIVER	Buildings & works associated with construction of a farm shed.	Permit Issued by Delegate of Resp/Auth 8/02/2021
34-1/2021	2/02/2021	Assessment No. 91124 LOT: 1 PS: 142427 591 BRIAGOLONG RD STRATFORD	Buildings and works associated with construction of a farm shed.	Permit Issued by Delegate of Resp/Auth 8/02/2021
43-1/2021	8/02/2021	Assessment No. 367060 LOT: 2 PS: 87466 4,846 TRARALGON-MAFFRA TINAMBA	Buildings & works associated with extension to existing dwelling.	Permit Issued by Delegate of Resp/Auth 15/02/2021
45-1/2021	8/02/2021	Assessment No. 377119 LOT: 1 PS: 527854D 744 NAMBROK RD NAMBROK	Buildings & works associated with construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 18/02/2021
47-1/2021	9/02/2021	Assessment No. 349696 LOT: 3 LP: 208982 171-177 VICTORIA ST BRIAGOLONG	Buildings & works in a rural zone.	Permit Issued by Delegate of Resp/Auth 15/02/2021
51-1/2021	10/02/2021	Assessment No. 109991 CA: 28 SEC: 20 554 CAIRNBROOK RD WINNINDOO	Buildings & works associated with construction of a farmshed.	Permit Issued by Delegate of Resp/Auth 15/02/2021

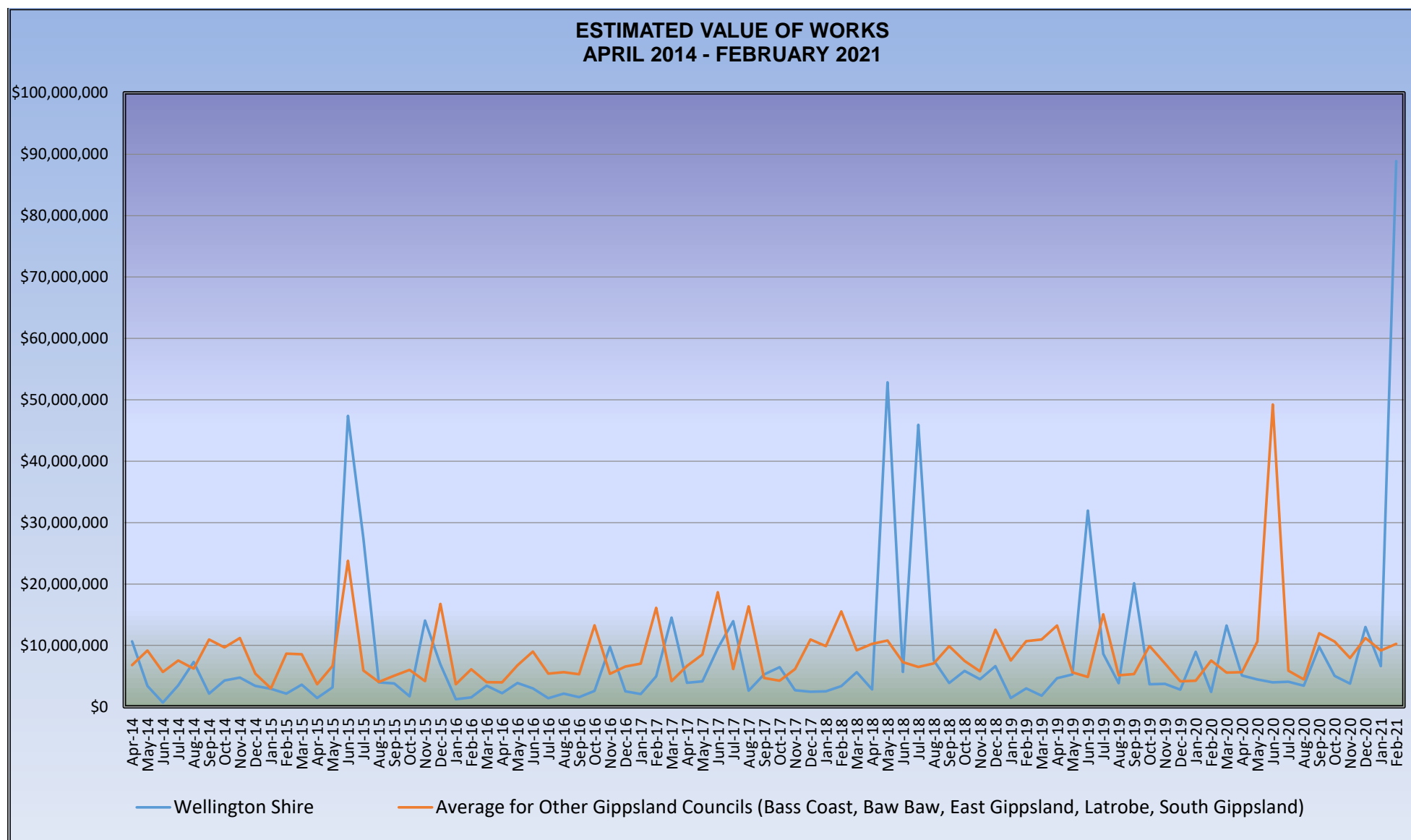
ATTACHMENT 14.2.1

Application No/Year	Date Received	Property Title & Address	Proposal	Status
52-1/2021	11/02/2021	Assessment No. 258269 LOT: 1090 LP: 40160 142 SEVENTH AVE PARADISE BEACH	Buildings & works for the development of a dwelling & outbuilding.	Permit Issued by Delegate of Resp/Auth 25/02/2021
54-1/2021	12/02/2021	Assessment No. 256438 PC: 369791T 6-8 THIRTEENTH ST PARADISE BEACH	Buildings & works associated with construction of an extension.	Permit Issued by Delegate of Resp/Auth 17/02/2021
58-1/2021	15/02/2021	Assessment No. 448233 PC: 380802C 36 THE BOULEVARD PARADISE BEACH	Buildings & works associated with construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 23/02/2021
60-1/2021	17/02/2021	Assessment No. 231670 LOT: 432 LP: 53107 8 GOVERNMENT RD LOCH SPORT	Buildings & works associated with construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 24/02/2021

Total No of Decisions Made: 51







14.3. PROPOSED SALE - 65 TEMPLE STREET, HEYFIELD

ACTION OFFICER: MANAGER BUSINESS DEVELOPMENT

PURPOSE

For Council to authorise the sale of Council property at 65 Temple Street, Heyfield.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That:

- 1. Council resolve that property described as 65 Temple Street, Heyfield as shown on the plan within and more specifically referred as Lot 1 TP341519 Volume 6919 Folio 718 is not required for Council purposes.***
- 2. Council advertises its intention to sell the land at or above the current market value by private sale, subject to the provisions of sections 189 and 223 of the Local Government Act 1989, including calling for submissions in relation to the proposed sale.***
- 3. Subject to considering any submissions, Council authorise the Chief Executive Officer to offer for sale the land at or above the current market value including executing necessary documents.***
- 4. The information contained in the confidential document at Item 14.3.2 Sale Process and Item 14.3.3 Valuation Temple Street 2021 and designated confidential under Section 3(1) Confidential Information of the Local Government Act 2020 by the General Manager Development on 13 April 2021 because they relate to the following grounds: g) private commercial information, being information provided by a business, commercial or financial undertaking that—
(ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage;
be designated confidential information under Section 3(1) Confidential Information of the Local Government Act 2020, except that once this recommendation has been adopted the proposed sale can be made public.***

BACKGROUND

65 Temple Street, Heyfield is owned by Council and comprises a 372m² site with 1960's brick veneer building containing office space at the front and a one-bedroom unit at the rear.

The property is situated within Commercial 1 Zone (C1Z) land – refer figure 1.



Figure 1 – 65 Temple Street, Heyfield

The property was formerly occupied by Central Gippsland Health Service and operated as a Maternal and Child Health Centre for Heyfield. These services were relocated some years ago. The property has also housed residential tenants in the rear unit. The property has remained vacant since both tenants finished their tenancies.

Whilst Council has received requests for community use in the past, given the Commercial 1 Zone the property is considered to be more suitable for commercial or business use. This is supported by Council Plan Strategies and Objectives – refer Council Plan Impacts within this report.

This report recommends that Council progress the sale of land by private sale at or above market value. The proposed sale of the land would be based on an “as is” condition. In addition to issuing prospective purchasers with the required Disclosure Statement, a Contract of Sale and Vendor Statement would also be available.

The Confidential Attachment provides further detail regarding land valuation and the method of sale process.

ATTACHMENTS

1. Confidential Header Proposed Sale of 65 Temple Street Heyfield [**14.3.1** - 1 page]
2. CONFIDENTIAL REDACTED - Sale Process [**14.3.2** - 1 page]
3. CONFIDENTIAL REDACTED - Valuation Temple St 2021 [**14.3.3** - 3 pages]

OPTIONS

Council has the following options available:

1. Progress the sale of Council property at 65 Temple Street, Heyfield; or
2. Not progress the sale of Council property at 65 Temple Street, Heyfield at this time.

PROPOSAL

That:

1. Council resolve that property described as 65 Temple Street, Heyfield as shown on the plan within and more specifically referred as Lot 1 TP 341519 Volume 6919 Folio 718 is not required for Council purposes.
2. Council advertises its intention to sell the land at or above the current market value by tender at or above market value, subject to the provisions of sections 189 and 223 of the *Local Government Act 1989*, including calling for submissions in relation to the proposed sale.
3. Subject to not receiving any submissions, Council authorise the Chief Executive Officer to offer for sale the land at or above the current market value including executing necessary documents.
4. The information contained in the confidential document at Item 14.3.2 Sale Process and Item 14.3.3 Valuation Temple Street 2021 and designated confidential under Section 3(1) Confidential Information of the *Local Government Act 2020* by the General Manager Development on 13 April 2021 because they relate to the following grounds: g) private commercial information, being information provided by a business, commercial or financial undertaking that—
 - (ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage;be designated confidential information under Section 3(1) Confidential Information of the *Local Government Act 2020*, except that once this recommendation has been adopted the proposed sale can be made public.

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 sale of property at or above market value. Completing the sale will result in a positive financial impact for Council. It is noted there will be some cost associated with the sale such as legal and any marketing/commissions.

COMMUNICATION IMPACT

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

LEGISLATIVE IMPACT

Section 189 of the *Local Government Act 2020* 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 5 Economy states the following strategic objective and related strategy:

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

Strategy 5.1.2: *"Leverage from our existing business and assets to diversify the economy through value adding activities, identifying opportunities and building on our strengths."*

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

Strategic Objective 5.2: *"Use a targeted approach to attract new business investment to Wellington Shire, to support population growth."*

Strategy 5.2.1: *"Create a supportive investment environment that encourages new development and job growth."*

Strategy 5.2.2: *"Ensure the availability of residential, commercial and industrial land supply."*

This report supports the above Council Plan strategic objectives and strategies.

RESOURCES AND STAFF IMPACT

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

COMMUNITY IMPACT

Progressing this sale will likely result in a higher and better use of the site.

ENVIRONMENTAL IMPACT

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

ENGAGEMENT IMPACT

Formal consultation will take place in the form of seeking submissions in accordance with section 223 of the *Local Government Act 1989*.

RISK MANAGEMENT IMPACT

The recommendation within this report is considered to have addressed risk management impacts.



WELLINGTON

SHIRE COUNCIL

The Heart of Gippsland

ORDINARY COUNCIL MEETING 20 APRIL 2021

On this day, 13 April 2021, in accordance with Section 66 Clause (2)(a) of the *Local Government Act 2020*; I, Brent McAlister, General Manager Development declare that the information contained in the attached documents **Sale Process** and **Valuation Temple Street 2021** are confidential because they relate to the following grounds under Section 3(1) of the *Local Government Act 2020*:

g)(ii) private commercial information, being information by a business, commercial or financial undertaking that - if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage

.....
BRENT McALISTER, GENERAL MANAGER DEVELOPMENT

14.4. PROPOSED SALE - (LOT A) 21 WILLIAMS DRIVE, FULHAM

ACTION OFFICER: MANAGER BUSINESS DEVELOPMENT

PURPOSE

The purpose of this report is to seek Council authorisation to offer for sale land described as (Lot A) 21 Williams Drive, Fulham located at West Sale Airport (WSA) (refer Figure 1).

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That:

- 1. Council authorise the Chief Executive Officer to offer for sale Council Land described as (Lot A) 21, Williams Drive, Fulham at West Sale Airport;***
- 2. Council advertises its intention to sell (Lot A) 21, Williams Drive, Fulham at or above market value, subject to the provisions of sections 189 and 223 of the Local Government Act 1989, including calling for submissions in relation to the proposed sale;***
- 3. Subject to not receiving any submissions, Council authorise the Chief Executive Officer to progress the sale including executing necessary documents; and***
- 4. The information contained in the confidential document at Item 14.4.2 Proposed Sale of Lot A, 21 Williams Drive, Fulham and designated confidential under Section 3(1) Confidential Information of the Local Government Act 2020 by the General Manager Development on 6 April 2021 because it relates to the following grounds: g) private commercial information, being information provided by a business, commercial or financial undertaking that—
(ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage;
be designated confidential information under Section 3(1) Confidential Information of the Local Government Act 2020, except that once this recommendation has been adopted the proposed sale can be made public.***

BACKGROUND

A 1.903 hectare area of vacant land situated at West Sale Airport is proposed to be sold. The sale of land would be for an aviation related development.

West Sale Airport has benefited from ongoing investment which has seen \$13M of asset renewal and expansion since 1999/2000. The most recent project was completed in June 2019 and included extending the primary runway to 1,800m and installing new LED airfield lighting. A number of projects have benefited from State Government investment and have aligned with an increase in use by the Royal Australian Air Force.

Noting sustained investment and capital improvements, and consistent with a previous Council report from 2015/16, freeholding of airport land was initiated with a focus on stimulating new development activity within the eastern precinct of the airport.

Accordingly, this report recommends the sale of land at or above market value in line with Council and statutory requirements.

The Confidential Attachment provides further detail regarding market demand/current levels of interest, land valuation and details regarding the sales process.

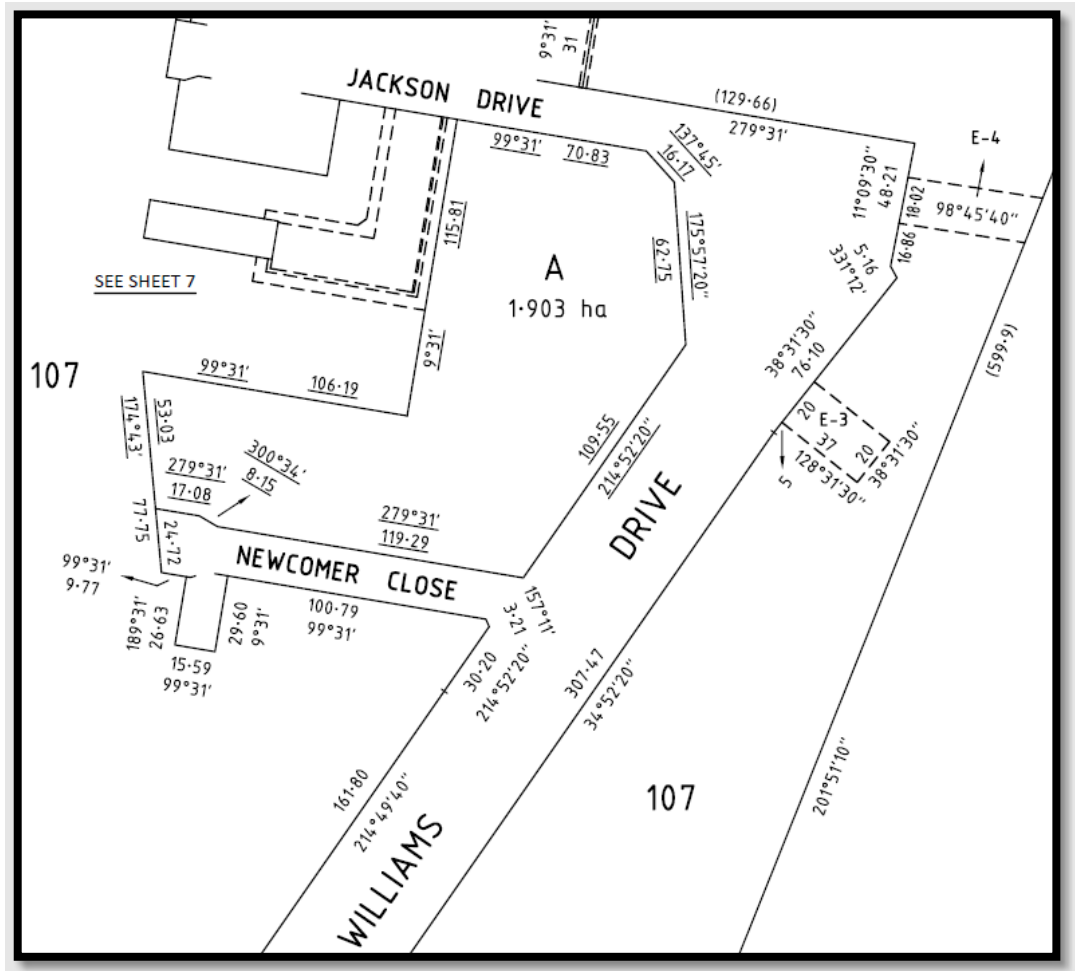


Figure 1 – (Lot A) 21 Williams Drive, Fulham

ATTACHMENTS

1. Confidential Header Proposed Sale of Lot A 21 Williams Drive Fulham [14.4.1 - 1 page]
2. CONFIDENTIAL REDACTED - Proposed Sale of Lot A 21 Williams Drive, Fulham [14.4.2 - 9 pages]

OPTIONS

Council has the following options available:

1. Progress the sale of land consistent with previous reports and on the basis on stimulating new aviation development activity; or
2. Not progress any sale of land at this time.

PROPOSAL

That:

1. Council authorise the Chief Executive Officer to offer for sale Council Land described as (Lot A) 21, Williams Drive, Fulham at West Sale Airport;
2. Council advertises its intention to sell (Lot A) 21, Williams Drive, Fulham at or above market value, subject to the provisions of sections 189 and 223 of the *Local Government Act 1989*, including calling for submissions in relation to the proposed sale;
3. Subject to not receiving any submissions, Council authorise the Chief Executive Officer to progress the sale including executing necessary documents; and
4. The information contained in the confidential document at Item 14.4.2 Proposed Sale of Lot A, 21 Williams Drive, Fulham and designated confidential under Section 3(1) Confidential Information of the *Local Government Act 2020* by the General Manager Development on 6 April 2021 because it relates to the following grounds: g) private commercial information, being information provided by a business, commercial or financial undertaking that—
 - (ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage;be designated confidential information under Section 3(1) Confidential Information of the *Local Government Act 2020*, except that once this recommendation has been adopted the proposed sale can be made public.

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 the sale of land, with the sale of land being at or above market value.

Some costs will be incurred to implement this report's recommendations including for works to allow the land to be subdivided.

Proceeds from the sale of land would provide a financial benefit for Council.

COMMUNICATION IMPACT

In accordance with the *Local Government Act 1989*, Council is required to provide public notice of the intention to sell land and then consider any submissions.

Notice will also be provided in accordance with planning requirements associated with the subdivision of land.

LEGISLATIVE IMPACT

All transactions progressed as a result of the recommendations of this report must comply with the requirements of the *Local Government Act 1989*. Sections 189 and 223 of the Act

obligates Council to provide public notice of the proposal, and to give consideration to any submissions received.

A further Council report would be completed following the receipt of any public submissions. This report would be to consider submissions and to seek a further resolution in relation to this matter.

Land valuations must also be obtained within six months of any sale. Council has a valuation current as of 22 February 2021. An updated valuation would be obtained in the event a period greater than six months elapses until a transfer of land is completed.

COUNCIL POLICY IMPACT

This report's recommendation is consistent with Wellington Shire Council's Policy for the Sale, Exchange and Acquisition of Land which 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 5 Economy states the following strategic objective and related strategy:

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

Strategy 5.1.2: *"Leverage from our existing business and assets to diversify the economy through value adding activities, identifying opportunities and building on our strengths."*

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

Strategic Objective 5.2: *"Use a targeted approach to attract new business investment to Wellington Shire, to support population growth."*

Strategy 5.2.1: *"Create a supportive investment environment that encourages new development and job growth."*

Strategy 5.2.2: *"Ensure the availability of residential, commercial and industrial land supply."*

This report supports the above Council Plan strategic objectives and strategies.

RESOURCES AND STAFF IMPACT

The implementation this reports the recommendation will be undertaken within the Development Division or by engaging other Specialist advice if necessary.

COMMUNITY IMPACT

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

ENVIRONMENTAL IMPACT

The recommendations contained within this report are not considered to have any negative environmental impacts.

ENGAGEMENT IMPACT

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

RISK MANAGEMENT IMPACT

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



WELLINGTON


SHIRE COUNCIL

The Heart of Gippsland

ORDINARY COUNCIL MEETING 20 APRIL 2021

On this day, 6 April 2021, in accordance with Section 66 Clause (2)(a) of the *Local Government Act 2020*; I, Brent McAlister, General Manager Development declare that the information contained in the attached document **Proposed Sale of Lot A, 21 Williams Drive, Fulham** is confidential because it relates to the following grounds under Section 3(1) of the *Local Government Act 2020*:

g)(ii) private commercial information, being information by a business, commercial or financial undertaking that - if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage



.....
BRENT McALISTER, GENERAL MANAGER DEVELOPMENT

14.5. PROPOSED LEASE - VELORE ROAD, KILMANY

ACTION OFFICER: MANAGER BUSINESS DEVELOPMENT

PURPOSE

Seek Council authorisation to offer for lease vacant Council land located at 14 Velore Road, Kilmany.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That:

- 1. Council authorise the Chief Executive Officer to offer for lease vacant Council land at Velore Road, Kilmany for terms up to 30 years.***
- 2. Council advertises its intention to lease land at or below market value, subject to the provisions of sections 190 and 223 of the Local Government Act 1989, including calling for submissions in relation to the proposed lease.***
- 3. Subject to not receiving any submissions, Council authorise the Chief Executive Officer to progress leases including executing necessary documents.***
- 4. The information contained in the confidential documents at Items 14.5.2 Velore Road, Kilmany - HoA, 14.5.3 Site Details – Velore Road, Kilmany & 14.5.4 Leasing Process and designated confidential under Section 3(1) Confidential Information of the Local Government Act 2020 by the General Manager Development on 12 April 2021 because it relates to the following grounds: g) private commercial information, being information provided by a business, commercial or financial undertaking that—if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage; be designated confidential information under Section 3(1) Confidential Information of the Local Government Act 2020 except that once this recommendation has been adopted the name of the successful tenants can be made public.***

BACKGROUND

Wellington Shire Council owns vacant land located at 14 Velore Road, Kilmany adjacent to the Kilmany Resource Recovery Centre and Landfill facility. The land was originally acquired to provide for future expansion. Modelling has confirmed that there exists sufficient land area within the current landfill facility to permit the subject land to be leased for a period up to 30 years. A number of leases may be established noting the size of the site.

The property is access via Princes Highway and abuts the train line. A large dam is located at the north eastern area of the site which is not to be offered for lease. The property is zoned Public Use Zone – Local Government. Accordingly the intended use under a lease must be compatible and will be subject to satisfying planning application and permit processes.

Offering for lease vacant Council land at Velore Road, Kilmany creates synergies with Council's existing facility with further waste processing and recycling opportunities into the future and aligns with the expansion of renewable energy industry within the Wellington Shire.

ATTACHMENTS

1. Confidential Header [14.5.1 - 1 page]
2. CONFIDENTIAL REDACTED - Velore Road Kilmany - HoA [14.5.2 - 4 pages]
3. CONFIDENTIAL REDACTED - Velore Road, Kilmany - Site Details [14.5.3 - 6 pages]
4. CONFIDENTIAL REDACTED - Leasing Process [14.5.4 - 1 page]

OPTIONS

Council has the following options available:

1. Progress establishing new leases at Velore Road, Kilmany; or
2. Not progress establishing new leases at this time.

PROPOSAL

That:

1. Council authorise the Chief Executive Officer to offer for lease vacant Council land at Velore Road, Kilmany for terms up to 30 years.
2. Council advertises its intention to lease land at or below market value, subject to the provisions of sections 190 and 223 of the *Local Government Act 1989*, including calling for submissions in relation to the proposed lease.
3. Subject to not receiving any submissions, Council authorise the Chief Executive Officer to progress leases including executing necessary documents.
4. The information contained in the confidential documents at Items 14.5.2 Velore Road, Kilmany - HoA, 14.5.3 Site Details – Velore Road, Kilmany & 14.5.4 Leasing Process and designated confidential under Section 3(1) Confidential Information of the Local Government Act 2020 by the General Manager Development on 12 April 2021 because it relates to the following grounds: g) private commercial information, being information provided by a business, commercial or financial undertaking that—if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage;
be designated confidential information under Section 3(1) Confidential Information of the Local Government Act 2020 except that once this recommendation has been adopted the name of the successful tenants can be made public.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

New leases will provide additional revenue to Council which is not currently being received from the site. Revenue can then be directed to offset costs for the provision of other Council services.

Minor capital costs will be incurred for fencing. Other costs will relate to survey and legal.

Leases will be reviewed in line with market valuations at regular intervals in line with standard commercial leasing practice. Therefore whilst leases may be offered initially below market value, rental will revert to market at the time of the first review.

COMMUNICATION IMPACT

In accordance with section 190 of the *Local Government Act 1989*, Council is required to provide public notice of the intention to lease land and then consider any submissions.

LEGISLATIVE IMPACT

The requirements of the *Local Government Act 1989* must be addressed when Council considers entering into any lease as governed by section 190. Council is required to comply with sections 190 and 223 of the *Local Government Act 1989*. These provisions require Council to notify its intent to enter into a lease and also to invite and then consider any submissions. As provided for in section 190(1) Council's power to lease land is limited to leases of a term of 50 years or less.

A further Council report may be provided following the receipt of any public submissions. This report would be to consider submissions and to seek a further resolution in relation to this matter.

COUNCIL POLICY IMPACT

The recommendations contained in this report are consistent with Council's policy on *Rental and Leasing of Council Owned Properties*.

COUNCIL PLAN IMPACT

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

Strategic Objective 5.2: *"Use a targeted approach to attract new business investment to Wellington Shire, to support population growth."*

Strategy 5.2.1: *"Create a supportive investment environment that encourages new development and job growth."*

Strategy 5.2.2: *"Ensure the availability of residential, commercial and industrial land supply."*

Strategy 5.2.3: *"Actively promote new investment opportunities in key market sectors where Wellington Shire has a competitive strength while celebrating success."*

This report supports the above Council Plan strategic objectives and strategies.

RESOURCES AND STAFF IMPACT

The implementation of this report's recommendation will be undertaken within the resources of the Development Division including engaging other specialist advice from time to time including legal and survey.

COMMUNITY IMPACT

The flow-on effect of implementing this report will result in a positive community impact. The large scale solar projects will provide opportunities for solar panel recycling and other related industries. This will result in continued growth in renewable energies with Wellington Shire while delivering jobs and investment within our region.

ENVIRONMENTAL IMPACT

Environmental impacts will be managed through essential planning and environmental approvals. In addition, obligations regarding appropriate ongoing environmental management and reporting will be detailed within the lease.

ENGAGEMENT IMPACT

Formal consultation will take place in the form of seeking submissions in accordance with section 223 of the *Local Government Act 1989*.

RISK MANAGEMENT IMPACT

Risks will be managed within the context of the lease document.



WELLINGTON

SHIRE COUNCIL

The Heart of Gippsland

ORDINARY COUNCIL MEETING 20 APRIL 2021

On this day, 12 April 2021, in accordance with Section 66 Clause (2)(a) of the *Local Government Act 2020*; I, Brent McAlister, General Manager Development declare that the information contained in the attached documents **Velore Road, Kilmany – HoA, Velore Road, Kilmany – Site Details** and **Leasing Process** is confidential because it relates to the following grounds under Section 3(1) of the *Local Government Act 2020*:

g)(ii) private commercial information, being information by a business, commercial or financial undertaking that - if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage

.....
BRENT McALISTER, GENERAL MANAGER DEVELOPMENT

15. GENERAL MANAGER BUILT AND NATURAL ENVIRONMENT

15.1. COONGULLA TOWNSHIP (EASTERN AREA) SPECIAL CHARGE STREET CONSTRUCTION SCHEME - DECLARATION OF SCHEME

ACTION OFFICER: MANAGER BUILT ENVIRONMENT

PURPOSE

The purpose of this report is for Council to consider to formally proceed with the proposed 'Coongulla Township (Eastern Area) Special Charge Street Construction Scheme Number 2007' by way of formal declaration as a Special Charge Scheme under section 163(1) of the *Local Government Act 1989* for the construction of streets within the eastern area of the Coongulla Township.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That:

- 1. Council, having considered that no submissions were received and taken account that 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 Streets within the Coongulla Township (Eastern Area) or any component of the Streets have 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(s) and providing ancillary works, including surface 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(s) are necessary, reasonable, not excessive, sufficient, suitable and not costly, having regard to the locality or environment and the probable use of the Street(s).***
- 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

The Coongulla township is located on the northern side of Lake Glenmaggie in the north-western region of Wellington Shire. All of the streets within the Coongulla township are unsealed and are of various widths and formations, excepting Ryans Road which is the main access road leading into and through the township, which is a sealed road. The streets are primarily of a rural type road in appearance and are unsealed for their full length. All streets are maintained by Wellington Shire Council.

A formal investigation of a special charge scheme (**Scheme**) for the township commenced following ongoing property owner concerns in relation to dust, rutting and the maintenance grading regime. A public meeting was held on the 11 November 2019 and included an outline of the special charge methodology to undertake street sealing and improvements in line with the adopted Residential Road and Street Construction Plan (Plan).

A follow up survey with property owners was undertaken to determine the level of interest on a town wide basis. The results from this survey indicated a result was under the 60% threshold set out in this Plan and therefore a town wide option did not proceed.

Council Officers continued investigations into the opportunity for undertaking street improvements at Coongulla, subsequently two areas within the township were identified as having a higher level of support for a possible street scheme.

Property owners within these two proposed scheme areas, known as the Central and Eastern areas were sent a new survey outlining the scheme proposal for the construction, forming and sealing of the road up to 6m in width, kerbing at intersections, formation of table drains, driveway culverts and sealed vehicle crossings.

The outcome from these surveys was a level of support for the Eastern Area exceeding the 60% threshold acceptance level, whereas the result for the Central Area was below this threshold. Accordingly, it is considered there was sufficient level of support to proceed with a proposed Special Charge Scheme for the Eastern Area.

Following further investigation of potential methods to facilitate construction works 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 is a transparent process that informs the community of Council's financial contribution.

It is considered that the properties which abut these unsealed streets within the Eastern Area of the Coongulla Township will derive a special benefit from the proposed upgrade works, as a result of:

- a reduction in dust;
- an enhancement to the amenity of the area;
- the creation of improved riding surfaces;
- an improvement to access and egress from properties;
- an improvement to surface drainage.

The construction and sealing of the following streets within the Eastern Area; Ben Cruachen Parade, Tamboritha Tce (part), Blores St (part), Mt Bradley St, Skene Ct and Narrabuk St (part) (**Streets**) would reduce Wellington Shire Council's need for maintenance intervention, while providing a higher level of service and safety for adjacent properties, as well as the general public.

The results of the survey are shown in the table below.

Eastern Area

	SUPPORT SCHEME		OPPOSE SCHEME		DID NOT REPLY	
Property Owners (80)	54	68%	16	20%	10	12%
Properties (92)	60	65%	20	22%	12	13%

There are eleven property owners who own multiple properties (usually an adjoining vacant lot). The survey result excludes Council owned reserves. There are no other exempt properties within the scheme. Since the inception of the proposed scheme three property owners have undertaken consolidations.

Based on these survey results, the level of support for the scheme exceeds the 60% threshold acceptance level outlined in the 'Residential Road and Street Construction Plan 2019' and therefore it is considered that there is sufficient level of support for the proposed Special Charge Scheme.

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, public notice was given in a newspaper circulating generally in the municipal district (Gippsland Times), and a separate written notice was sent 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.

This Report now addresses whether or not Council wishes to proceed with the proposed 'Coongulla Township (Eastern Area) Special Charge Street Construction Scheme Number 2007' by way of formal declaration as a Special Charge Scheme under section 163(1) of the Act for the construction of streets with the eastern area of the Coongulla Township, and related works, including surface drainage and vehicle crossings.

ATTACHMENTS

1. Declaration of Special Charge [15.1.1 - 13 pages]

2. Maximum Total Levy [15.1.2 - 8 pages]

OPTIONS

Council has the following options available:

1. To progress the proposed Special Charge Scheme through a full cost recovery apportionment method, by advertising the declaration of the Special Charge Scheme; or
2. Having first trialed and considered other methods of apportionment, to progress the proposed Scheme through the 'fixed fee method' as outlined in 'Council's Residential Road and Street Construction Plan', by advertising the declaration of the Special Charge Scheme; or
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 streets within the Coongulla Township (Eastern Area) for the provision of road construction and ancillary works, as outlined in this and 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

The total costs applicable to the Special Charge Scheme are estimated to be \$600,000. The amounts to be recovered under the scheme do 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 the total special benefits and community benefits to be provided by the works, \$316,800.00 of the costs are to be apportioned to properties within the Special Charge Scheme area, with the balance being funded by Council from the Roads to Recovery program.

On this basis, the following figures are presented for Council's approval –

Amount apportioned to properties within the Scheme:	\$316,800.00
Portion of costs to be recovered from Council as direct costs:	\$283,200.00
Total estimated cost of the Scheme:	\$600,000.00

There are eleven multiple property owners. There are four Council Reserves and no other non-rateable land located within the Scheme boundary.

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, refer attached **Declaration of Special Charge Schedule 2 (Methods 1 and 2)**.

This included the completion of property apportionment charges based on access only, as well as a combination of access and frontage in the distribution of the 'Maximum Total Levy Amount' as that amount has been separately calculated using the 'Benefit Ratio' calculations for the proposed Special Charge Scheme, refer attached **Maximum Total Levy**

On this basis, the cost per property under such other apportionment methods would have been between either \$3,617.34 and \$9,540.13 or \$4,977.27 considerably more on an average per property owner basis, than the method of distribution which is being proposed for Council's 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 (**Method 3 in Schedule 2** of the attached **Declaration of Special Charge**), is considered to be fair and reasonable.

Property owners who are 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 $S = R \times C$ 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 **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. 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 positive community impact as it will result in streets within the Eastern Area of the Coongulla Township to be fully sealed in line with current service standards. Community benefit is reflected in Council's contribution towards 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:

- Initial Information letter advising property owners of street works proposal on 14 October 2019;
- Public Meeting held at the Coongulla Public Hall – 11 November 2019
- Mail out survey of all property owners, (whole of Town) - 3 February 2020;

- Mail out advising whole of town scheme not supported and Council will assess options of separate areas
- Mail out survey of all property owners, (Eastern and Central Area) - 28 July 2020;
- Follow up phone calls and emails requesting replies to the survey; and
- Formal public notice under sections 163B and 223 of the *Local Government Act 1989*.

RISK MANAGEMENT IMPACT

Implementation of the scheme will produce a substantial reduction in risk to motorists, and other road users through improved visibility (reduction of dust), improved road surfacing and surface drainage.

DECLARATION OF SPECIAL CHARGE

‘Coongulla Township (Eastern Area) - Special Charge Street Construction Scheme Number 2007’

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 preparation, forming and sealing of certain streets in the Coongulla Township (Eastern Area) – as those streets and roads set out in paragraph 2 of this Declaration and as they are otherwise shown on the plan which is attached and which forms a part of the Declaration of Special Charge Scheme Number 2007 (**Scheme Plan**) and for provision all and any necessary ancillary works associated with the construction of the Road, including table drainage, driveway crossovers (from road edge to building line). The Scheme, if declared, is to be known as the ‘Coongulla (Eastern Area)- Special Charge Street Construction Scheme Number 2007’.

2. The streets and the roads to be constructed are (under Council’s Road Management Plan) all designated by Council as (or will become) ‘Local Access B’ roads and are set out as follows –
 - (a) Ben Cruachan Parade;
 - (b) Tamboritha Terrace (CH00-380)
 - (c) Blores Street (CH00-35)
 - (d) Mt Bradley Street
 - (e) Skene Court
 - (f) Narrobuk Street (CH00-70)

3. 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 Township of Coongulla as shown on the Scheme Plan) and, based on the application of access benefit units, including having regard to the driveway access of those properties in the Scheme to streets and roads to be formed and sealed (as the properties are set out in paragraphs 8 and 9 of the 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.

4. 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**).

5. The total cost of the performance of the function and the exercise of the power by Council (in relation to the Works) is \$600,000 and this amount is the total estimated cost of the Works to be undertaken by the Scheme.

6. The total amount to be levied under the Scheme as the Special Charge is \$316,800
7. The Special Charge will commence on the date on which it is levied by Council and will remain in force for a period of 5 years.
8. The area for which the proposed 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**).
9. 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 proposed declaration of Special Charge (being **Schedule 2**).
10. 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 proposed 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.
11. 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 12.
12. 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 5 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.
13. Council will consider cases of financial and other hardship, and may consider other payment options for the Special Charge.
14. No incentives will be given for the payment of the Special Charge before the due date for payment.

- 15.** 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 roads;
 - (d) Improve access and egress from properties;
 - (e) Improve road drainage; and
 - (f) Improve road safety for motorists, cyclists.
- 16.** 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 0.73 or 73%, 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 \$316,800.

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

COONGULLA TOWNSHIP (EASTERN AREA)
PLAN OF SPECIAL CHARGE SCHEME AREA.

Scheme Boundary —



Schedule 2

Method 1 - Maximum Levy at 50% Access Benefit & 50% Frontage

WELLINGTON SHIRE COUNCIL

COONGULLA (EASTERN) CONSTRUCTION SCHEME - APPORTIONMENT OF COST - MAX. LEVY AMOUNT - 50% ACCESS & 50% FRONTAGE

ASSES NO.	PARCEL NO.	TITLE DETAILS	STREET ADDRESS OF PROPERTY	ACCESS BENEFIT (AB)	FRONTAGE (F)	SIDEAGE & REARAGE (S&R)	TOTAL APPORTIONED LENGTH (AL=Fx0.35&R)	SCHEME AMOUNT DUE (=ABxR+ALxR)
BEN CRUACHAN PDE								
1	37515	350074 LOT: 183 LP: 54201	8-12 Ben Cruachan PDE, COONGULLA	1	45.6		45.60	\$7,794.71
2	37517	350090 LOT: 185 LP: 54201	14 Ben Cruachan PDE, COONGULLA	1	49.6		49.60	\$8,260.15
3	56750	350108 PC: 370626C	20-22 Ben Cruachan PDE, COONGULLA	1	30.4		30.40	\$6,026.02
4	37520	350124 LOT: 188 LP: 54201	24 Ben Cruachan PDE, COONGULLA	1	15.2		15.20	\$4,257.33
5	37521	350124 LOT: 189 LP: 54201	26 Ben Cruachan PDE, COONGULLA	1	15.2		15.20	\$4,257.33
6	37522	351189 LOT: 190 LP: 54201	28 Ben Cruachan PDE, COONGULLA	1	14.5		14.50	\$4,175.87
7	37523	350157 LOT: 191 LP: 54201	30 Ben Cruachan PDE, COONGULLA	1	13.7		13.70	\$4,082.79
8	37524	350165 LOT: 192 LP: 54201	32 Ben Cruachan PDE, COONGULLA	1	11.2		11.20	\$3,791.88
9	37525	350173 LOT: 1 TP: 216390S	34 Ben Cruachan PDE, COONGULLA	1	12.8		12.80	\$3,978.06
10	37526	351460 LOT: 8 PS: 113490	36 Ben Cruachan PDE, COONGULLA	1	13.6		13.60	\$4,071.15
11	37527	351460 LOT: 7 PS: 113490	38 Ben Cruachan PDE, COONGULLA	1	15.4		15.40	\$4,280.60
12	37528	442392 LOT: 6 PS: 113490	40 Ben Cruachan PDE, COONGULLA	1	18.6		18.60	\$4,652.96
13	37529	350215 LOT: 5 PS: 113490	42 Ben Cruachan PDE, COONGULLA	1	17.7		17.70	\$4,548.23
14	37530	350223 LOT: 23 LP: 54201	55 Ben Cruachan PDE, COONGULLA	1	30.2		30.20	\$6,002.75
15	37531	350231 LOT: 22 LP: 54201	53 Ben Cruachan PDE, COONGULLA	1	15.2		15.20	\$4,257.33
16	37532	350249 LOT: 21 LP: 54201	51 Ben Cruachan PDE, COONGULLA	1	15.2		15.20	\$4,257.33
17	37533	350256 LOT: 20 LP: 54201	49 Ben Cruachan PDE, COONGULLA	1	15.7		15.70	\$4,315.51
18	58750	350264 PC: 374175N	45-47 Ben Cruachan PDE, COONGULLA	1	30.4		30.40	\$6,026.02
19	37536	350280 LOT: 17 LP: 54201	43 Ben Cruachan PDE, COONGULLA	1	16		16.00	\$4,350.42
20	37537	350298 LOT: 1 TP: 146996R	41 Ben Cruachan PDE, COONGULLA	1	19.6		19.60	\$4,769.32
21	37538	350314 LOT: 15 LP: 54201	31 Ben Cruachan PDE, COONGULLA	1	17		17.00	\$4,466.78
22	37539	350322 LOT: 14 LP: 54201	29 Ben Cruachan PDE, COONGULLA	1	17		17.00	\$4,466.78
23	37540	350330 LOT: 13 LP: 54201	27 Ben Cruachan PDE, COONGULLA	1	17		17.00	\$4,466.78
24	37541	350348 LOT: 12 LP: 54201	25 Ben Cruachan PDE, COONGULLA	1	15.8		15.80	\$4,327.14
25	37542	350355 LOT: 11 LP: 54201	23 Ben Cruachan PDE, COONGULLA	1	16.8		16.80	\$4,443.51
26	37543	350363 LOT: 10 LP: 54201	21 Ben Cruachan PDE, COONGULLA	1	17		17.00	\$4,466.78
27	37544	350371 LOT: 9 LP: 54201	19 Ben Cruachan PDE, COONGULLA	1	17.2		17.20	\$4,490.05
28	37545	350389 LOT: 8 LP: 54201	17 Ben Cruachan PDE, COONGULLA	1	9.7		9.70	\$3,617.34
29	48827	350413 PC: 362256F	9-13 Ben Cruachan PDE, COONGULLA	1	45.5		45.50	\$7,783.07
30	37549	350439 LOT: 4 LP: 54201	7 Ben Cruachan PDE, COONGULLA	1	16		16.00	\$4,350.42
31	37550	350439 LOT: 3 LP: 54201	5 Ben Cruachan PDE, COONGULLA	1	14.5		14.50	\$4,175.87
32	37551	350454 LOT: 2 LP: 54201	3 Ben Cruachan PDE, COONGULLA	1	15.9		15.90	\$4,338.78
33	48144	350306 LOT: 1 TP: 913253R	Ben Cruachan PDE, COONGULLA			non-rateable		
34	48145	350397 LOT: 1 TP: 909198V	Ben Cruachan PDE, COONGULLA			non-rateable		

35	37553	350470 PC: 169893	2-8 Blores ST, COONGULLA	1	36.3	41.9	48.87	\$8,175.21
36	55831	350504 LOT: 2 TP: 913351R	Blores ST, COONGULLA			non-rateable		
37	48146	350504 LOT: 3 TP: 913351R	Blores ST, COONGULLA			non-rateable		
MT BRADLEY STREET								
38	37612	351072 LOT: 114 LP: 54201	8 Mt Bradley ST, COONGULLA	1	30.1		30.10	\$5,991.11
39	37613	351072 LOT: 115 LP: 54201	10 Mt Bradley ST, COONGULLA	1	15.2		15.20	\$4,257.33
40	37614	351080 LOT: 116 LP: 54201	12 Mt Bradley ST, COONGULLA	1	15.2		15.20	\$4,257.33
41	37615	351098 LOT: 117 LP: 54201	14 Mt Bradley ST, COONGULLA	1	15.2		15.20	\$4,257.33
42	37616	351106 LOT: 118 LP: 54201	16 Mt Bradley ST, COONGULLA	1	14		14.00	\$4,117.69
43	46112	351122 PC: 357004P	18-20 Mt Bradley ST, COONGULLA	1	31.4		31.40	\$6,142.38
44	54620	351130 PC: 369789E	21 Mt Bradley ST, COONGULLA	1	31.4		31.40	\$6,142.38
45	37622	351155 LOT: 173 LP: 54201	17 Mt Bradley ST, COONGULLA	1	15.2		15.20	\$4,257.33
46	37623	351163 LOT: 174 LP: 54201	15 Mt Bradley ST, COONGULLA	1	15.2		15.20	\$4,257.33
47	37624	351171 LOT: 175 LP: 54201	13 Mt Bradley ST, COONGULLA	1	15.2		15.20	\$4,257.33
48	37625	351189 LOT: 1 TP: 229494G	11 Mt Bradley ST, COONGULLA	1	15.2		15.20	\$4,257.33
49	61801	351205 PC: 377398A	7-9 Mt Bradley ST, COONGULLA	1	15.2		15.20	\$4,257.33
50	37628	351213 LOT: 179 LP: 54201	5 Mt Bradley ST, COONGULLA	1	30.4		30.40	\$6,026.02
51	37629	351221 LOT: 180 LP: 54201	3 Mt Bradley ST, COONGULLA	1	15.2		15.20	\$4,257.33
52	37630	351239 LOT: 181 LP: 54201	1 Mt Bradley ST, COONGULLA	1	15.2		15.20	\$4,257.33
NARROBUK STREET								
53	37631	351247 LOT: 127 LP: 54201	2 Narrobruk ST, COONGULLA	1	15.2		15.20	\$4,257.33
54	37632	351254 LOT: 128 LP: 54201	4 Narrobruk ST, COONGULLA	1	15.2		15.20	\$4,257.33
55	58612	351262 PC: 373284N	6-8 Narrobruk ST, COONGULLA	1	30.4		30.40	\$6,026.02
56	37657	351486 LOT: 168 LP: 54201	5 Narrobruk ST, COONGULLA	1	16		16.00	\$4,350.42
57	37658	351502 LOT: 169 LP: 54201	3 Narrobruk ST, COONGULLA	1	24.6		24.60	\$5,351.12
58	37659	351502 LOT: 170 LP: 54201	1 Narrobruk ST, COONGULLA	1	20	21	26.30	\$5,548.94
SKENE COURT								
59	37713	352005 LOT: 121 LP: 54201	2 Skene CRT, COONGULLA	1	13.1	25.5	20.75	\$4,903.13
60	37715	352013 LOT: 122 LP: 54201	4 Skene CRT, COONGULLA	1	11.8		11.80	\$3,861.70
61	37718	352013 LOT: 123 LP: 54201	6 Skene CRT, COONGULLA	1	12.5		12.50	\$3,943.15
62	37719	352013 LOT: 124 LP: 54201	8 Skene CRT, COONGULLA	1	12		12.00	\$3,884.97
63	58261	352047 PC: 373103V	10-12 Skene CRT, COONGULLA	1	23.5	12.5	27.25	\$5,659.48
TAMBORITHA TERRACE								
64	37722	352062 PC: 357245Q	2 Tamboritha TCE, COONGULLA	1	30.4		30.40	\$6,026.02
65	37723	352070 LOT: 207 LP: 54201	6 Tamboritha TCE, COONGULLA	1	15.2		15.20	\$4,257.33
66	37724	352088 LOT: 208 LP: 54201	8 Tamboritha TCE, COONGULLA	1	15.2		15.20	\$4,257.33
67	37725	352096 LOT: 209 LP: 54201	10 Tamboritha TCE, COONGULLA	1	15.2		15.20	\$4,257.33
68	37726	437384 LOT: 210 LP: 54201	12 Tamboritha TCE, COONGULLA	1	15.2		15.20	\$4,257.33
69	37727	352104 LOT: 211 LP: 54201	14 Tamboritha TCE, COONGULLA	1	15.2		15.20	\$4,257.33
70	37729	352120 PC380800	16-18 Tamboritha TCE, COONGULLA	1	43.7		43.70	\$7,573.62
71	37731	352146 LOT: 214 LP: 54201	30 Tamboritha TCE, COONGULLA	1	60		60.00	\$9,470.31
72	37732	352153 LOT: 215 LP: 54201	36 Tamboritha TCE, COONGULLA	1	52		52.00	\$8,539.42
73	37733	352161 LOT: 216 LP: 54201	42 Tamboritha TCE, COONGULLA	1	20.2		20.20	\$4,839.13

74	37734	352179 LOT: 217 LP: 54201	44 Tamboritha TCE, COONGULLA	1	26.3	26.30	\$5,548.94
75	37814	352922 PC: 152829	41 Tamboritha TCE, COONGULLA	1	60.6	60.60	\$9,540.13
76	37815	352930 LOT: 43 LP: 54201	39 Tamboritha TCE, COONGULLA	1	16.5	16.50	\$4,408.60
77	37816	352948 LOT: 42 LP: 54201	37 Tamboritha TCE, COONGULLA	1	11	11.00	\$3,768.61
78	37817	352955 LOT: 41 LP: 54201	35 Tamboritha TCE, COONGULLA	1	11.8	11.80	\$3,861.70
79	37818	352963 LOT: 40 LP: 54201	33 Tamboritha TCE, COONGULLA	1	12.6	12.60	\$3,954.79
80	37819	352971 LOT: 39 LP: 54201	31 Tamboritha TCE, COONGULLA	1	13	13.00	\$4,001.33
81	37820	352989 LOT: 38 LP: 54201	29 Tamboritha TCE, COONGULLA	1	11.8	11.80	\$3,861.70
82	37821	352997 LOT: 37 LP: 54201	27 Tamboritha TCE, COONGULLA	1	12.5	12.50	\$3,943.15
83	37822	353003 LOT: 36 LP: 54201	25 Tamboritha TCE, COONGULLA	1	11.5	11.50	\$3,826.79
84	58715	353011 PC: 374171W	21-23 Tamboritha TCE, COONGULLA	1	38.7	38.70	\$6,991.82
85	37825	353037 LOT: 33 LP: 54201	19 Tamboritha TCE, COONGULLA	1	16.2	16.20	\$4,373.69
86	37826	353052 LOT: 32 LP: 54201	17 Tamboritha TCE, COONGULLA	1	11.5	11.50	\$3,826.79
87	37827	353052 LOT: 31 LP: 54201	15 Tamboritha TCE, COONGULLA	1	15.2	15.20	\$4,257.33
88	37829	353078 PC379265	11-13 Tamboritha TCE, COONGULLA	1	30.4	30.40	\$6,026.02
89	37830	353086 LOT: 28 LP: 54201	9 Tamboritha TCE, COONGULLA	1	15.2	15.20	\$4,257.33
90	37831	353094 PC: 106167	7 Tamboritha TCE, COONGULLA	1	34.5	34.50	\$6,503.10
91	37832	353102 LOT: 25 LP: 54201	3 Tamboritha TCE, COONGULLA	1	21	21.00	\$4,932.22
92	37833	353110 LOT: 24 LP: 54201	1 Tamboritha TCE, COONGULLA	1	34.5	44.10	\$7,620.17
TOTALS				88	1842.2	132.9	\$438,000.00
TOTAL ESTIMATED COST OF SCHEME					\$ 600,000		
COUNCIL CONTRIBUTION					\$ 162,000		
APPORTIONED AMOUNT					\$ 438,000		
AMOUNT APPORTIONED TO ACCESS - 50%					\$ 219,000		
AMOUNT APPORTIONED TO FRONTAGE 50%					\$ 219,000		
Apportionment Rate - (Access Benefit Units)					\$2,488.64	per ABU (R)	
Apportionment Rate - (Abutment Length)					\$ 116.36	per m (R)	

Method 2 - Maximum Levy at 100% Access Benefit

WELLINGTON SHIRE COUNCIL

COONGULLA (EASTERN) CONSTRUCTION SCHEME - APPORTIONMENT OF COST - MAX. LEVY AMOUNT - ACCESS ONLY

PARCEL NO.	ASSES. NO.	TITLE DETAILS	STREET ADDRESS OF PROPERTY	ACCESS BENEFIT	ACCESS BENEFIT FACTOR APPLIED FOR COMM. PROP.	APPORTIONED ACCESS BENEFIT (AAB)	FIXED RATE CONTRIBUTION (FRC)	SCHEME AMOUNT DUE (= AAB x FRC)
BEN CRUACHAN PDE								
1	37515	350074 LOT: 183 LP: 54201	8-12 Ben Cruachan PDE, COONGULLA	1		1	\$4,977.27	\$4,977.27
2	37517	350090 LOT: 185 LP: 54201	14 Ben Cruachan PDE, COONGULLA	1		1	\$4,977.27	\$4,977.27
3	56750	350108 PC: 370626C	20-22 Ben Cruachan PDE, COONGULLA	1		1	\$4,977.27	\$4,977.27
4	37520	350124 LOT: 188 LP: 54201	24 Ben Cruachan PDE, COONGULLA	1		1	\$4,977.27	\$4,977.27
5	37521	350124 LOT: 189 LP: 54201	26 Ben Cruachan PDE, COONGULLA	1		1	\$4,977.27	\$4,977.27
6	37522	351189 LOT: 190 LP: 54201	28 Ben Cruachan PDE, COONGULLA	1		1	\$4,977.27	\$4,977.27
7	37523	350157 LOT: 191 LP: 54201	30 Ben Cruachan PDE, COONGULLA	1		1	\$4,977.27	\$4,977.27
8	37524	350165 LOT: 192 LP: 54201	32 Ben Cruachan PDE, COONGULLA	1		1	\$4,977.27	\$4,977.27
9	37525	350173 LOT: 1 TP: 216390S	34 Ben Cruachan PDE, COONGULLA	1		1	\$4,977.27	\$4,977.27
10	37526	351460 LOT: 8 PS: 113490	36 Ben Cruachan PDE, COONGULLA	1		1	\$4,977.27	\$4,977.27
11	37527	351460 LOT: 7 PS: 113490	38 Ben Cruachan PDE, COONGULLA	1		1	\$4,977.27	\$4,977.27
12	37528	442392 LOT: 6 PS: 113490	40 Ben Cruachan PDE, COONGULLA	1		1	\$4,977.27	\$4,977.27
13	37529	350215 LOT: 5 PS: 113490	42 Ben Cruachan PDE, COONGULLA	1		1	\$4,977.27	\$4,977.27
14	37530	350223 LOT: 23 LP: 54201	55 Ben Cruachan PDE, COONGULLA	1		1	\$4,977.27	\$4,977.27
15	37531	350231 LOT: 22 LP: 54201	53 Ben Cruachan PDE, COONGULLA	1		1	\$4,977.27	\$4,977.27
16	37532	350249 LOT: 21 LP: 54201	51 Ben Cruachan PDE, COONGULLA	1		1	\$4,977.27	\$4,977.27
17	37533	350256 LOT: 20 LP: 54201	49 Ben Cruachan PDE, COONGULLA	1		1	\$4,977.27	\$4,977.27
18	58750	350264 PC: 374175N	45-47 Ben Cruachan PDE, COONGULLA	1		1	\$4,977.27	\$4,977.27
19	37536	350280 LOT: 17 LP: 54201	43 Ben Cruachan PDE, COONGULLA	1		1	\$4,977.27	\$4,977.27
20	37537	350298 LOT: 1 TP: 146996R	41 Ben Cruachan PDE, COONGULLA	1		1	\$4,977.27	\$4,977.27
21	37538	350314 LOT: 15 LP: 54201	31 Ben Cruachan PDE, COONGULLA	1		1	\$4,977.27	\$4,977.27
22	37539	350322 LOT: 14 LP: 54201	29 Ben Cruachan PDE, COONGULLA	1		1	\$4,977.27	\$4,977.27
23	37540	350330 LOT: 13 LP: 54201	27 Ben Cruachan PDE, COONGULLA	1		1	\$4,977.27	\$4,977.27
24	37541	350348 LOT: 12 LP: 54201	25 Ben Cruachan PDE, COONGULLA	1		1	\$4,977.27	\$4,977.27
25	37542	350355 LOT: 11 LP: 54201	23 Ben Cruachan PDE, COONGULLA	1		1	\$4,977.27	\$4,977.27
26	37543	350363 LOT: 10 LP: 54201	21 Ben Cruachan PDE, COONGULLA	1		1	\$4,977.27	\$4,977.27
27	37544	350371 LOT: 9 LP: 54201	19 Ben Cruachan PDE, COONGULLA	1		1	\$4,977.27	\$4,977.27
28	37545	350389 LOT: 8 LP: 54201	17 Ben Cruachan PDE, COONGULLA	1		1	\$4,977.27	\$4,977.27
29	48827	350413 PC: 362256F	9-13 Ben Cruachan PDE, COONGULLA	1		1	\$4,977.27	\$4,977.27
30	37549	350439 LOT: 4 LP: 54201	7 Ben Cruachan PDE, COONGULLA	1		1	\$4,977.27	\$4,977.27
31	37550	350439 LOT: 3 LP: 54201	5 Ben Cruachan PDE, COONGULLA	1		1	\$4,977.27	\$4,977.27
32	37551	350454 LOT: 2 LP: 54201	3 Ben Cruachan PDE, COONGULLA	1		1	\$4,977.27	\$4,977.27

[illegible]

65	37723	352070 LOT: 207 LP: 54201	6 Tamboritha TCE, COONGULLA	1	1	\$4,977.27
66	37724	352088 LOT: 208 LP: 54201	8 Tamboritha TCE, COONGULLA	1	1	\$4,977.27
67	37725	352096 LOT: 209 LP: 54201	10 Tamboritha TCE, COONGULLA	1	1	\$4,977.27
68	37726	437384 LOT: 210 LP: 54201	12 Tamboritha TCE, COONGULLA	1	1	\$4,977.27
69	37727	352104 LOT: 211 LP: 54201	14 Tamboritha TCE, COONGULLA	1	1	\$4,977.27
70	37729	352120 LOT: 212 LP: 54201	16-18 Tamboritha TCE, COONGULLA	1	1	\$4,977.27
71	37731	352146 LOT: 214 LP: 54201	30 Tamboritha TCE, COONGULLA	1	1	\$4,977.27
72	37732	352153 LOT: 215 LP: 54201	36 Tamboritha TCE, COONGULLA	1	1	\$4,977.27
73	37733	352161 LOT: 216 LP: 54201	42 Tamboritha TCE, COONGULLA	1	1	\$4,977.27
74	37734	352179 LOT: 217 LP: 54201	44 Tamboritha TCE, COONGULLA	1	1	\$4,977.27
75	37814	352922 PC: 152829	41 Tamboritha TCE, COONGULLA	1	1	\$4,977.27
76	37815	352930 LOT: 43 LP: 54201	39 Tamboritha TCE, COONGULLA	1	1	\$4,977.27
77	37816	352948 LOT: 42 LP: 54201	37 Tamboritha TCE, COONGULLA	1	1	\$4,977.27
78	37817	352955 LOT: 41 LP: 54201	35 Tamboritha TCE, COONGULLA	1	1	\$4,977.27
79	37818	352963 LOT: 40 LP: 54201	33 Tamboritha TCE, COONGULLA	1	1	\$4,977.27
80	37819	352971 LOT: 39 LP: 54201	31 Tamboritha TCE, COONGULLA	1	1	\$4,977.27
81	37820	352989 LOT: 38 LP: 54201	29 Tamboritha TCE, COONGULLA	1	1	\$4,977.27
82	37821	352997 LOT: 37 LP: 54201	27 Tamboritha TCE, COONGULLA	1	1	\$4,977.27
83	37822	353003 LOT: 36 LP: 54201	25 Tamboritha TCE, COONGULLA	1	1	\$4,977.27
84	58715	353011 PC: 374171W	21-23 Tamboritha TCE, COONGULLA	1	1	\$4,977.27
85	37825	353037 LOT: 33 LP: 54201	19 Tamboritha TCE, COONGULLA	1	1	\$4,977.27
86	37826	353052 LOT: 32 LP: 54201	17 Tamboritha TCE, COONGULLA	1	1	\$4,977.27
87	37827	353052 LOT: 31 LP: 54201	15 Tamboritha TCE, COONGULLA	1	1	\$4,977.27
88	37829	353078 LOT: 29 LP: 54201	11-13 Tamboritha TCE, COONGULLA	1	1	\$4,977.27
89	37830	353086 LOT: 28 LP: 54201	9 Tamboritha TCE, COONGULLA	1	1	\$4,977.27
90	37831	353094 PC: 106167	7 Tamboritha TCE, COONGULLA	1	1	\$4,977.27
91	37832	353102 LOT: 25 LP: 54201	3 Tamboritha TCE, COONGULLA	1	1	\$4,977.27
92	37833	353110 LOT: 24 LP: 54201	1 Tamboritha TCE, COONGULLA	1	1	\$4,977.27
TOTALS				88	88	\$438,000.00
TOTAL ESTIMATED COST OF SCHEME						
COUNCIL CONTRIBUTION						\$600,000.00
APPORTIONED AMOUNT						\$162,000.00
						\$438,000.00

ABU FACTOR CALCULATION FOR COMMON PROPERTY

Calculation - First property at 100% with 50% for each additional property divided by number of properties

Address

Factor

Nil

Method 3 – Fixed Fee - Access Benefit (Revised Maximun Levy)

WELLINGTON SHIRE COUNCIL

COONGULLA (EASTERN) CONSTRUCTION SCHEME - APPORTIONMENT OF COST - REVISED MAX. LEVY AMOUNT - ACCESS ONLY

PARCEL NO.	ASSES. NO.	TITLE DETAILS	STREET ADDRESS OF PROPERTY	ACCESS BENEFIT	ACCESS BENEFIT FACTOR APPLIED FOR COMM. PROP.	APPORTIONED ACCESS BENEFIT (AAB)	FIXED RATE CONTRIBUTION (FRC)	SCHEME AMOUNT DUE (= AAB x FRC)
BEN CRUACHAN PDE								
1	37515	350074 PC380794	8-12 Ben Cruachan PDE, COONGULLA	1		1	\$3,600.00	\$3,600.00
2	37517	350090 LOT: 185 LP: 54201	14 Ben Cruachan PDE, COONGULLA	1		1	\$3,600.00	\$3,600.00
3	56750	350108 PC: 370626C	20-22 Ben Cruachan PDE, COONGULLA	1		1	\$3,600.00	\$3,600.00
4	37520	350124 LOT: 188 LP: 54201	24 Ben Cruachan PDE, COONGULLA	1		1	\$3,600.00	\$3,600.00
5	37521	350124 LOT: 189 LP: 54201	26 Ben Cruachan PDE, COONGULLA	1		1	\$3,600.00	\$3,600.00
6	37522	351189 LOT: 190 LP: 54201	28 Ben Cruachan PDE, COONGULLA	1		1	\$3,600.00	\$3,600.00
7	37523	350157 LOT: 191 LP: 54201	30 Ben Cruachan PDE, COONGULLA	1		1	\$3,600.00	\$3,600.00
8	37524	350165 LOT: 192 LP: 54201	32 Ben Cruachan PDE, COONGULLA	1		1	\$3,600.00	\$3,600.00
9	37525	350173 LOT: 1 TP: 216390S	34 Ben Cruachan PDE, COONGULLA	1		1	\$3,600.00	\$3,600.00
10	37526	351460 LOT: 8 PS: 113490	36 Ben Cruachan PDE, COONGULLA	1		1	\$3,600.00	\$3,600.00
11	37527	351460 LOT: 7 PS: 113490	38 Ben Cruachan PDE, COONGULLA	1		1	\$3,600.00	\$3,600.00
12	37528	442392 LOT: 6 PS: 113490	40 Ben Cruachan PDE, COONGULLA	1		1	\$3,600.00	\$3,600.00
13	37529	350215 LOT: 5 PS: 113490	42 Ben Cruachan PDE, COONGULLA	1		1	\$3,600.00	\$3,600.00
14	37530	350223 LOT: 23 LP: 54201	55 Ben Cruachan PDE, COONGULLA	1		1	\$3,600.00	\$3,600.00
15	37531	350231 LOT: 22 LP: 54201	53 Ben Cruachan PDE, COONGULLA	1		1	\$3,600.00	\$3,600.00
16	37532	350249 LOT: 21 LP: 54201	51 Ben Cruachan PDE, COONGULLA	1		1	\$3,600.00	\$3,600.00
17	37533	350256 LOT: 20 LP: 54201	49 Ben Cruachan PDE, COONGULLA	1		1	\$3,600.00	\$3,600.00
18	58750	350264 PC: 374175N	45-47 Ben Cruachan PDE, COONGULLA	1		1	\$3,600.00	\$3,600.00
19	37536	350280 LOT: 17 LP: 54201	43 Ben Cruachan PDE, COONGULLA	1		1	\$3,600.00	\$3,600.00
20	37537	350298 LOT: 1 TP: 146996R	41 Ben Cruachan PDE, COONGULLA	1		1	\$3,600.00	\$3,600.00
21	37538	350314 LOT: 15 LP: 54201	31 Ben Cruachan PDE, COONGULLA	1		1	\$3,600.00	\$3,600.00
22	37539	350322 LOT: 14 LP: 54201	29 Ben Cruachan PDE, COONGULLA	1		1	\$3,600.00	\$3,600.00
23	37540	350330 LOT: 13 LP: 54201	27 Ben Cruachan PDE, COONGULLA	1		1	\$3,600.00	\$3,600.00
24	37541	350348 LOT: 12 LP: 54201	25 Ben Cruachan PDE, COONGULLA	1		1	\$3,600.00	\$3,600.00
25	37542	350355 LOT: 11 LP: 54201	23 Ben Cruachan PDE, COONGULLA	1		1	\$3,600.00	\$3,600.00
26	37543	350363 LOT: 10 LP: 54201	21 Ben Cruachan PDE, COONGULLA	1		1	\$3,600.00	\$3,600.00
27	37544	350371 LOT: 9 LP: 54201	19 Ben Cruachan PDE, COONGULLA	1		1	\$3,600.00	\$3,600.00
28	37545	350389 LOT: 8 LP: 54201	17 Ben Cruachan PDE, COONGULLA	1		1	\$3,600.00	\$3,600.00
29	48827	350413 PC: 362256F	9-13 Ben Cruachan PDE, COONGULLA	1		1	\$3,600.00	\$3,600.00
30	37549	350439 LOT: 4 LP: 54201	7 Ben Cruachan PDE, COONGULLA	1		1	\$3,600.00	\$3,600.00
31	37550	350439 LOT: 3 LP: 54201	5 Ben Cruachan PDE, COONGULLA	1		1	\$3,600.00	\$3,600.00
32	37551	350454 LOT: 2 LP: 54201	3 Ben Cruachan PDE, COONGULLA	1		1	\$3,600.00	\$3,600.00

33	48144	350306 LOT: 1 TP: 913253R	Ben Cruachan PDE, COONGULLA				\$3,600.00
34	48145	350397 LOT: 1 TP: 909198V	Ben Cruachan PDE, COONGULLA				\$3,600.00
			BLORES STREET				
35	37553	350470 PC: 169893	2-8 Blores ST, COONGULLA	1	non-rateable	1	\$3,600.00
36	55831	350504 LOT: 2 TP: 913351R	Blores ST, COONGULLA		non-rateable		\$3,600.00
37	48146	350504 LOT: 3 TP: 913351R	Blores ST, COONGULLA		non-rateable		\$3,600.00
			MT BRADLEY STREET				
38	37612	351072 LOT: 114 LP: 54201	8 Mt Bradley ST, COONGULLA	1		1	\$3,600.00
39	37613	351072 LOT: 115 LP: 54201	10 Mt Bradley ST, COONGULLA	1		1	\$3,600.00
40	37614	351080 LOT: 116 LP: 54201	12 Mt Bradley ST, COONGULLA	1		1	\$3,600.00
41	37615	351098 LOT: 117 LP: 54201	14 Mt Bradley ST, COONGULLA	1		1	\$3,600.00
42	37616	351106 LOT: 118 LP: 54201	16 Mt Bradley ST, COONGULLA	1		1	\$3,600.00
43	46112	351122 PC: 357004P	18-20 Mt Bradley ST, COONGULLA	1		1	\$3,600.00
44	54620	351130 PC: 369789E	21 Mt Bradley ST, COONGULLA	1		1	\$3,600.00
45	37622	351155 LOT: 173 LP: 54201	17 Mt Bradley ST, COONGULLA	1		1	\$3,600.00
46	37623	351163 LOT: 174 LP: 54201	15 Mt Bradley ST, COONGULLA	1		1	\$3,600.00
47	37624	351171 LOT: 175 LP: 54201	13 Mt Bradley ST, COONGULLA	1		1	\$3,600.00
48	37625	351189 LOT: 1 TP: 229494G	11 Mt Bradley ST, COONGULLA	1		1	\$3,600.00
49	61801	351205 PC: 377398A	7-9 Mt Bradley ST, COONGULLA	1		1	\$3,600.00
50	37628	351213 LOT: 179 LP: 54201	5 Mt Bradley ST, COONGULLA	1		1	\$3,600.00
51	37629	351221 LOT: 180 LP: 54201	3 Mt Bradley ST, COONGULLA	1		1	\$3,600.00
52	37630	351239 LOT: 181 LP: 54201	1 Mt Bradley ST, COONGULLA	1		1	\$3,600.00
			NARROBUK STREET				
53	37631	351247 LOT: 127 LP: 54201	2 Narrobruk ST, COONGULLA	1		1	\$3,600.00
54	37632	351254 LOT: 128 LP: 54201	4 Narrobruk ST, COONGULLA	1		1	\$3,600.00
55	58612	351262 PC: 373284N	6-8 Narrobruk ST, COONGULLA	1		1	\$3,600.00
56	37657	351486 LOT: 168 LP: 54201	5 Narrobruk ST, COONGULLA	1		1	\$3,600.00
57	37658	351502 LOT: 169 LP: 54201	3 Narrobruk ST, COONGULLA	1		1	\$3,600.00
58	37659	351502 LOT: 170 LP: 54201	1 Narrobruk ST, COONGULLA	1		1	\$3,600.00
			SKENE COURT				
59	37713	352005 LOT: 121 LP: 54201	2 Skene CRT, COONGULLA	1		1	\$3,600.00
60	37715	352013 LOT: 122 LP: 54201	4 Skene CRT, COONGULLA	1		1	\$3,600.00
61	37718	352013 LOT: 123 LP: 54201	6 Skene CRT, COONGULLA	1		1	\$3,600.00
62	37719	352013 LOT: 124 LP: 54201	8 Skene CRT, COONGULLA	1		1	\$3,600.00
63	58261	352047 PC: 373103V	10-12 Skene CRT, COONGULLA	1		1	\$3,600.00
			TAMBORITHA TERRACE				
64	37722	352062 PC: 357245Q	2 Tamboritha TCE, COONGULLA	1		1	\$3,600.00

65	37723	352070 LOT: 207 LP: 54201	6 Tamboritha TCE, COONGULLA	1	1	\$3,600.00
66	37724	352088 LOT: 208 LP: 54201	8 Tamboritha TCE, COONGULLA	1	1	\$3,600.00
67	37725	352096 LOT: 209 LP: 54201	10 Tamboritha TCE, COONGULLA	1	1	\$3,600.00
68	37726	437384 LOT: 210 LP: 54201	12 Tamboritha TCE, COONGULLA	1	1	\$3,600.00
69	37727	352104 LOT: 211 LP: 54201	14 Tamboritha TCE, COONGULLA	1	1	\$3,600.00
70	37729	352120 PC: 380800	16-18 Tamboritha TCE, COONGULLA	1	1	\$3,600.00
71	37731	352146 LOT: 214 LP: 54201	30 Tamboritha TCE, COONGULLA	1	1	\$3,600.00
72	37732	352153 LOT: 215 LP: 54201	36 Tamboritha TCE, COONGULLA	1	1	\$3,600.00
73	37733	352161 LOT: 216 LP: 54201	42 Tamboritha TCE, COONGULLA	1	1	\$3,600.00
74	37734	352179 LOT: 217 LP: 54201	44 Tamboritha TCE, COONGULLA	1	1	\$3,600.00
75	37814	352922 PC: 152829	41 Tamboritha TCE, COONGULLA	1	1	\$3,600.00
76	37815	352930 LOT: 43 LP: 54201	39 Tamboritha TCE, COONGULLA	1	1	\$3,600.00
77	37816	352948 LOT: 42 LP: 54201	37 Tamboritha TCE, COONGULLA	1	1	\$3,600.00
78	37817	352955 LOT: 41 LP: 54201	35 Tamboritha TCE, COONGULLA	1	1	\$3,600.00
79	37818	352963 LOT: 40 LP: 54201	33 Tamboritha TCE, COONGULLA	1	1	\$3,600.00
80	37819	352971 LOT: 39 LP: 54201	31 Tamboritha TCE, COONGULLA	1	1	\$3,600.00
81	37820	352989 LOT: 38 LP: 54201	29 Tamboritha TCE, COONGULLA	1	1	\$3,600.00
82	37821	352997 LOT: 37 LP: 54201	27 Tamboritha TCE, COONGULLA	1	1	\$3,600.00
83	37822	353003 LOT: 36 LP: 54201	25 Tamboritha TCE, COONGULLA	1	1	\$3,600.00
84	58715	353011 PC: 374171W	21-23 Tamboritha TCE, COONGULLA	1	1	\$3,600.00
85	37825	353037 LOT: 33 LP: 54201	19 Tamboritha TCE, COONGULLA	1	1	\$3,600.00
86	37826	353052 LOT: 32 LP: 54201	17 Tamboritha TCE, COONGULLA	1	1	\$3,600.00
87	37827	353052 LOT: 31 LP: 54201	15 Tamboritha TCE, COONGULLA	1	1	\$3,600.00
88	37829	353078 PC: 379265	11-13 Tamboritha TCE, COONGULLA	1	1	\$3,600.00
89	37830	353086 LOT: 28 LP: 54201	9 Tamboritha TCE, COONGULLA	1	1	\$3,600.00
90	37831	353094 PC: 106167	7 Tamboritha TCE, COONGULLA	1	1	\$3,600.00
91	37832	353102 LOT: 25 LP: 54201	3 Tamboritha TCE, COONGULLA	1	1	\$3,600.00
92	37833	353110 LOT: 24 LP: 54201	1 Tamboritha TCE, COONGULLA	1	1	\$3,600.00
TOTALS				88	88	\$316,800.00

TOTAL ESTIMATED COST OF SCHEME

\$600,000.00

COUNCIL CONTRIBUTION

\$283,200.00

APPORTIONED AMOUNT

\$316,800.00

ABU FACTOR CALCULATION FOR COMMON PROPERTY

Calculation - First property at 100% with 50% for each additional property divided by number of properties

Address

Factor

Nil

**COONGULLA (EASTERN AREA) STREET CONSTRUCTION SCHEME
SPECIAL CHARGE SCHEME NUMBER 2007**

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 part of the Coongulla Township (to be known as the ‘Coongulla (Eastern Area) Street Construction Scheme Number 2007’) (**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 surface drainage of specified streets and roads within parts of the Township of Coongulla (collectively, **Streets**).

The Streets are all located within the Township of Coongulla and are otherwise located in a residential area, and currently consist of partially formed (but unsealed) gravel pavements of approximately and variously between 35m and 400m in length, with irregular table drains. The streets are primarily rural-type roads (servicing the Township of Coongulla), with unsealed sections extending for the full length of the streets. The streets are 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 had applied to the streets. 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 streets upto a 6.0m width, with kerbing being proposed at intersections of streets, and improved surface drainage and stormwater management, and other improvements.

The construction and sealing of the Streets will reduce Council's need for ongoing maintenance intervention, while providing, in the context and for the benefit of the of the Township overall, a higher level of service for property owners and occupiers, and the general public. Under Council's Road Management Plan, the Streets are designated as 'Local Access B Roads' and (as required by the Plan) 60% or more of property owners have expressed support for the construction and improvement of the Streets.

Consistent with the Plan, it is considered that the 88 rateable properties (being 92 total properties, less 4 non-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 the local 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 property 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 the Scheme, 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 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	\$600,000
'Benefit Ratio' Determination	0.73 or 73%
Maximum Total Levy Amount	\$438,000
Further Council Contribution	\$121,200
Revised Maximum Total Levy Amount	\$316,800

D. Identify Special Beneficiaries

It is considered that all 88 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 88 rateable and chargeable properties and the location of the Streets to be constructed) is shown 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 (that is, and 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) 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 benefits and amenity benefits (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 (92)	0.5 x 88 = 44 BU	0.5 x 88 = 44BU
$TSB_{(in)} =$	88 BU	

There are 4 non-rateable parcels of land in the Scheme (being Council land used for various municipal purposes and a Church). These properties are considered to be receiving a special benefit but are not required to pay the Special Charge.

These properties are referred to as $TSB_{(out)}$ properties.

$TSB_{(out)}$ has been calculated as follows –

Total Special Benefit Units Out (TSB _(out))	Access (50%)	Amenity (50%)
Total number of Non-rateable Properties in Scheme receiving Special Benefit and not being required to pay the Special Charge (4)	0.5 x 4 = 2 BU	0.5 x 4 = 2BU
TSB_(out) =	4 BU	

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.

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 paying for (and not the Special Charge contributors).

The community benefits are considered to be –

- General improvement in township amenity and liveability;
- General improvement in trafficability of roads serving the Township;
- General improvement in drainage and water quality; and
- Reduced ongoing maintenance costs for Council.

Improved township amenity

The sealing of the roads and the other works to be provided will result in an overall improvement in the amenity and liveability of the Township of Coongulla. Whilst this benefit is very difficult to quantify, it is recommended that **10 BU** be allowed for this benefit, which is however considered to be a general (and possibly marginal) benefit in circumstances where it is otherwise considered that most of the benefits of the works will be received by the abutting properties owners and occupiers, and their visitors.

$$TCB_{\text{township amenity}} = 10$$

Improved trafficability of roads

It is anticipated that there will be some wider community benefit attributable to persons who are not accessing or servicing the properties within the Scheme boundary (but who will nevertheless use the roads for wider access purposes).

Despite this, and on the basis that the roads to be improved only service the movement of local traffic within the Township (and do not in any real sense connect into the wider network

of public roads for which Council is responsible), the benefits attributable to any broader traffic use of the roads is considered marginal, and generally only occurs during holiday periods.

For this reason, officers have not carried out traffic studies. It is otherwise considered reasonable for Council to rely on, and be guided by, its own estimates based on Council's own local knowledge and experience.

On this basis, it is recommended that an allowance be 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 **10 BU's** for any such traffic by the broader community.

Total Community Benefit Units for any broader traffic use of the road is estimated as follows—

$$TCB_{\text{traffic}} = 10$$

Improved drainage and water quality

Sealing of the roads will result in improved surface drainage and better water quality: It is recommended therefore that **5 BU** be allowed for this benefit, which is however considered to be a marginal benefit.

$$TCB_{\text{drainage}} = 5$$

Reduced ongoing maintenance costs

There will be less ongoing maintenance costs for Council in having to care for and manage sealed roads, rather than unsealed roads: It is recommended therefore that **5 BU** be allowed for this benefit, which is considered to be a marginal benefit.

$$TCB_{\text{maintenance}} = 5$$

Therefore,

$$TCB_{\text{total}} = TCB_{\text{township amenity}} + TCB_{\text{traffic}} + TCB_{\text{drainage}} + TCB_{\text{maintenance}} = 10 + 10 + 5 + 5$$

$$TCB_{\text{total}} = 30$$

It is otherwise noted that the Township has a public hall, supports various community activities, there is a boat ramp for boating access onto Lake Glenmaggie. The public hall is located in the main park/public reserve within the Township, which also includes a playground, tennis courts, barbeque facilities and public toilets.

I. Calculating the 'Benefit Ratio'

The Benefit Ratio is calculated as follows –

$$\begin{aligned}
 R &= \frac{TSB_{(in)}}{TSB_{(in)} + TSB_{(out)} + TCB} \\
 &= 88 / (88 + 4 + 30) \\
 &= 88 / 122
 \end{aligned}$$

Benefit Ratio = 0.73 or 73%

J. Calculating the Maximum Total Levy

The following formula, as set out in the Act, is used to determine the Maximum Total Levy –

$$R \times C = S$$

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)
0.73 x \$600,000 = \$438,000

Council may levy up to 73% of total costs, or \$438,000

K. Other relevant considerations

Council notes that if it levies the Maximum Total Levy Amount of \$438,000 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 2019¹.

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 \$121,200 in and towards the cost of the Scheme works, meaning that the Maximum Levy Amount to be charged to the Scheme will be \$316,800 (***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 \$3,600 has been proposed and adopted by Council for Small and Coastal Towns where sealed roads are to be provided.

16. FURTHER GALLERY AND ONLINE 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.

ONLINE COMMENTS –

FURTHER GALLERY COMMENTS –

Meeting declared closed at:

The live streaming of this Council meeting will now come to a close.

17. IN CLOSED SESSION

COUNCILLOR

That the meeting be closed to the public pursuant to Section 66(2) of the Local Government Act 2020 to consider matters under Section 66(5)(b) as defined by Section 3(1) being:

- a) Council business information*
- b) Security information*
- c) Land use planning information*
- d) Law enforcement information*
- e) Legal privileged information*
- f) Personal information*
- g) Private commercial information*
- h) Confidential meeting information*
- i) Internal arbitration information*
- j) Councillor Conduct Panel confidential information*
- k) Information prescribed by the regulations to be confidential information*
- l) Information that was confidential information for the purposes of section 77 of the Local Government Act 1989*

IN CLOSED SESSION

COUNCILLOR

That Council move into open session and ratify the decision made in closed session.