



WELLINGTON
SHIRE COUNCIL

The Heart of Gippsland

COUNCIL MEETING AGENDA ORDINARY MEETING

Meeting to be held at

Wellington Centre – Wellington Room

Foster Street, Sale and via MS Teams

Tuesday 18 October 2022, 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, Councillors and invited online attendees 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 4 October 2022.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council adopt the minutes and resolutions of the Ordinary Council Meeting of 4 October 2022.

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 - SEPTEMBER 2022

ACTION OFFICER: COUNCILLOR IAN BYE

RECOMMENDATION

That the Mayor and Councillors report be noted.

1 SEPTEMBER TO 30 SEPTEMBER 2022

1 September	Committee for Wellington General Meeting.	Mayor and Cr Stephens attended.
	Councillor Finance & Capital Works Meeting.	Mayor, Cr Stephens, Cr Ripper, Cr McKenzie, Cr Tatterson and Cr Crossley attended.
2 September	Rural Councils Victoria Forum 2022	Mayor, Cr Ripper, Cr McKenzie and Cr Tatterson attended.
5 September	U3A Annual General Meeting, Yarram Country Club.	Cr McKenzie attended.
	Maffra Recreation Reserve Community Asset Committee Meeting.	Cr Tatterson attended.
	Art Gallery Advisory Group meeting.	Cr Crossley attended.
7 September	Roundtable Discussion - Minister Roads & Road Safety / Minister Regional Development.	Mayor and CEO attended.
	King Street, Maffra Special Charge Scheme Information Session.	Cr Ripper and Cr Tatterson attended.
	Lunch with AGL Board Committee.	Cr Crossley attended.
	Jonathon Neilson – Discussion Alberton Town Land Release.	Cr McKenzie attended.
8 September	Latrobe Valley and Gippsland Transition Plan Stakeholder Roundtable, hosted by The Hon Harriet Shing, Minister for Regional Development.	Mayor and CEO attended.
	Fabpro visit.	Mayor attended.
	Readiness Study - workshop presentation.	Cr Maher attended.

	AICD Foundations of Directorship Course.	Cr Crossley attended.
9 September	Gippsland Art Gallery Spring Season Launch.	Mayor attended.
	Loch Sport Engagement on Engage Victoria.	Cr McKenzie attended.
	SEATS EO Officer Discussion.	Cr Tatterson attended.
	John Leslie Art Prize Opening.	Cr Crossley attended.
12 September	St Thomas School talk - Mary Wilson.	Mayor attended.
	CEO Performance Review Follow Up.	Mayor, Cr Stephens, Cr McKenzie attended.
13 September	Meeting with Robin Lowe, Sale Tennis Club.	Mayor and CEO attended.
	Citizenship Ceremony at Port of Sale with 25 new citizens.	Mayor and CEO attended.
	WSC Audit & Risk Committee to consider Finance Report and Performance Statement for year ending 30 June 2022.	Cr Stephens and Cr McKenzie attended.
	Port Albert Progress Association.	Cr McKenzie and Cr Stephens attended.
	The future of Heyfield drop in session.	Cr Crossley attended.
14 September	Bill Cane collection opening in the Sale Botanic Gardens.	Mayor and Cr Crossley attended.
	Governance Training.	Cr Wood attended.
	Visit Gumnuts / Kath Foley centres.	Mayor attended.
15 September	Morning Tea - Staff Service awards presentation.	Mayor and CEO attended.
	Grand Opening of the new Hino Dealership, Sale.	Mayor and Cr Tatterson attended. CEO also in attendance.
	Service of Thanksgiving for the life and work of Her Majesty Queen Elizabeth II.	Cr Ripper attended.
	AICD Foundations of Directorship Course.	Cr Crossley attended.
16 September	AE Redevelopment - Land Acquisition Discussion.	Mayor and Cr Tatterson attended.
	MAV Special State Council.	Cr Rossetti attended.

17 September	Annual Gippsland Defence & Emergency Service Dinner.	Cr Ripper attended.
	Amarti Wedding Venue - Open Day.	Cr Crossley attended.
19 September	Kath Foley Committee Meeting at Kath Foley.	Mayor attended.
	Discuss Stratford Tourist Park.	Cr Tatterson attended.
21 September	ABC Radio Interview - Offshore Wind Declaration Submission.	Mayor attended.
	Wellington Youth Network meeting.	Cr Wood and Cr Crossley attended.
26 September	Photo op School Crossing Campaign.	Mayor attended.
	Gippsland Disability Advocacy – Pop In – Yarram Hub.	Cr McKenzie attended.
	Stratford Museum - Meeting and talk on Bushy Park Homestead.	Cr Ripper attended.
27 September	Councillor Finance & Capital Works Meeting.	Mayor, Cr Maher, Cr Stephens and Cr Tatterson attended.
	Community Councillor Conversation - Storm Affected Communities.	Cr Stephens, Cr McKenzie and Cr Wood attended.
29 September	Ageing Well in Heyfield and District – Information Session.	Cr Ripper attended.
	Gippstar Annual Awards Night.	Cr McKenzie attended.
30 September	Met with Tom McIntosh (Member for Eastern Vic), Sale.	Mayor and CEO attended.
	Media op: electric vehicles.	Mayor attended.
	Discussion meeting: Port Albert	Cr McKenzie attended.
	SEATS EO further discussion.	Cr Tatterson attended.

COUNCILLOR IAN BYE
MAYOR

11. DELEGATES REPORT

12. CHIEF EXECUTIVE OFFICER

12.1. CHIEF EXECUTIVE OFFICER'S REPORT - SEPTEMBER 2022

ACTION OFFICER: CHIEF EXECUTIVE OFFICER

RECOMMENDATION

That the Chief Executive Officer's report be received.

1 SEPTEMBER 2022 TO 30 SEPTEMBER 2022

8 September	Attended Latrobe Valley and Gippsland Transition Plan Stakeholder Roundtable, hosted by The Hon Harriet Shing, Minister for Regional Development, at Morwell Innovation Centre. Mayor also in attendance.
12 September	Gippsland Regional Partnership meeting, via Teams, to discuss departmental priorities across DET, DELWP and DFFH. Teleconference with Renee Kurowski, Stakeholder and Community Engagement Manager from AuzNet re Gippsland Renewable Energy Project.
13 September	Online LG CEO meeting with DELWP and Recycling Victoria, via Teams. Meeting with Robin Lowe, Sale Tennis Club. Mayor also in attendance. Attended Citizenship Ceremony at Port of Sale with 25 new citizens. Mayor in attendance.
14 September	Met with Blue Marlin offshore wind project - Introductory Meeting.
15 September	Attended Grand Opening of the new Hino Dealership, Sale. Mayor also in attendance.
16 September	Attended One Gippsland - September CEO Meeting
19 September	Attended meeting with Mark Dykgraaf, CEO Central Gippsland Health, regarding Loch Sport Proposal.
21 September	Met with Rob Noble, Gippsland Vehicle Collection, Maffra.
27 September	Attended Community Councillor Conversation - Storm Affected Communities. Met with Cameron Fitzgerald, CEO Southern Rural Water, Sale.
29 September	Attended Latrobe Valley and Gippsland Transition Plan - Implementation Working Group - Meeting #1, in Morwell.

30 September Met with Tom McIntosh (Member for Eastern Vic), Sale. Mayor also in attendance.

Helene Booth, John Leslie Foundation.

Attended Rural Councils Victoria Committee Meeting

12.2. SEPTEMBER 2022 COUNCIL PERFORMANCE REPORT

ACTION OFFICER: CHIEF EXECUTIVE OFFICER

PURPOSE

For Council to receive and note the September 2022 Council Performance Report.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council receive and note the September 2022 Council Performance Report as attached.

BACKGROUND

The September 2022 Council Performance Report comprises an overview of Council finances. This includes an Income Statement and Balance Sheet with commentary regarding 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. High Level Finance Report - September 2022 [12.2.1 - 6 pages]

OPTIONS

Following consideration of the attached September 2022 Council Performance Report, the Council can resolve to either:

1. Receive and note the September 2022 Council Performance Report; or
2. Not receive and note the September 2022 Council Performance Report and seek further information for consideration at a later Council meeting.

PROPOSAL

That Council receive and note the attached September 2022 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 September 2022 Council Performance Report has been prepared in the context of existing Council policies.

COUNCIL PLAN IMPACT

The Council Plan 2021-25 Theme 4 "Services and Infrastructure" states the following strategic outcome:

Strategic Outcome 4.1: *"A financially sustainable, high performing organisation."*

This report supports both the above Council Plan strategic outcome and Wellington Shire Council's legislative and public transparency principles as per the *Local Government Act 2020*.

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.



SEPTEMBER 2022 QUARTERLY FINANCE SUMMARY

INCORPORATED IN PERFORMANCE REPORT

OPERATING RESULT STATEMENT
For the period ending 30 September 2022

	YEAR TO DATE			FULL YEAR 2022-23		
	Actual \$000's	Adopted Budget \$000's	Variance \$000's	Forecast \$000's	Adopted Budget \$000's	Variance \$000's
Income						
Rates and charges	66,252	65,785	467	66,542	66,481	61
Statutory fees & fines	265	242	23	994	994	-
User fees	1,652	1,530	122	8,020	8,020	-
Grants - operating	1,967	3,689	(1,722)	24,067	23,319	748
Grants - capital	886	1,594	(708)	18,106	16,983	1,123
Contributions - operating (monetary)	36	33	3	397	385	12
Contributions - capital (monetary)	52	2	50	93	93	-
Contributions - non monetary	-	-	-	-	-	-
Other income	643	376	267	3,458	3,458	-
Total Income (Inc capital income)	71,753	73,251	(1,498)	121,677	119,733	1,944
Expenditure						
Employee costs	7,064	8,012	948	32,918	32,894	(24)
Materials and services	8,917	8,047	(870)	47,299	44,778	(2,521)
Bad and doubtful debts	-	-	-	50	50	-
Depreciation and amortisation	6,125	6,125	-	26,121	26,121	-
Borrowing costs	14	15	1	60	60	-
Finance cost leases	-	2	2	11	11	-
Other expenses	157	117	(40)	892	892	-
Net gain on disposal of property, infrastructure, plant & equipment	-	(125)	(125)	1,431	1,431	-
Total Expenditure	22,277	22,193	(84)	108,782	106,237	(2,545)
Surplus for the year	49,476	51,058	(1,582)	12,895	13,496	(601)

Note: The forecast figures reflect any known changes that have arisen since the adoption of the original budget. The forecast 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.

Adopted Budget to YTD Actuals

The result for the first quarter of the year reflects a surplus of \$49.5 million against an adopted budget surplus of \$51.0 million, resulting in a unfavourable variance of (\$1.6) million. The variance is a combination of operating result (operating income less operating expense) of (\$0.4M) and the impact of higher capital grant income and contributions of (\$1.1M).

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

- **\$0.47 million** **Rates & charges** - This primarily represents additional supplementary rates; \$312k; struck since the 2022/23 budget adoption.
- **(\$1.72 million)** **Grants (operating)** - Due to the 75% advance receipt of the 2022/23 Victoria Grants Commission received in 2021/22 each quarterly payment will be (\$1.7M) lower than initially budgeted. The reduced funding will be partially offset by new and delayed grant funding now to be received in 2022/23.
- **\$0.27 million** **Other income** - Other income mainly includes the interest earned on investments being higher than expected due to recent increases in interest rates. It is expected this will be above budget by year end.

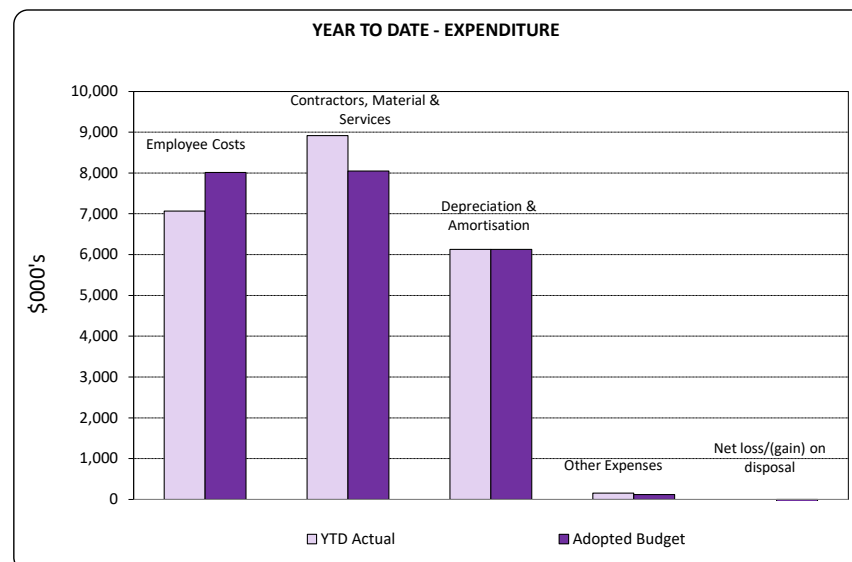
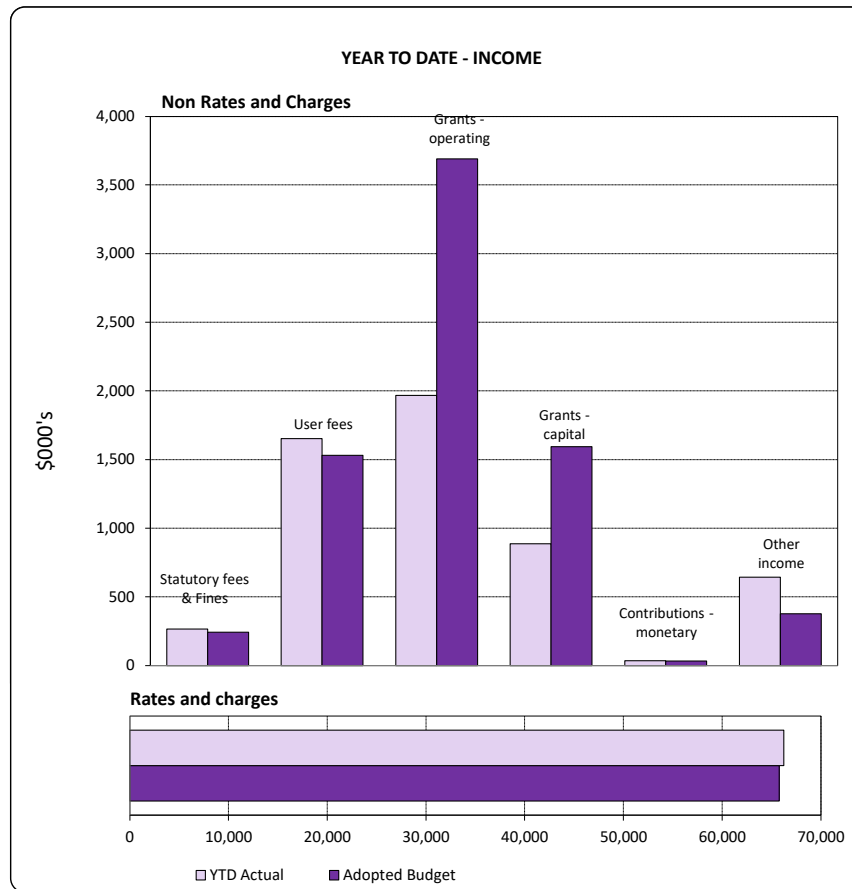
Operating Expenditure

- **\$0.95 million** **Employee costs** - Underspends in employee costs resulted from staff vacancies but slightly offset by use of casuals and agency staff. Lower than expected annual Workcover premium will generate overall savings of approximately \$0.2M for the year.
- **(\$0.87 million)** **Contractors, materials and services variance includes:**
 - a. **(\$0.5M)** - Expenditure associated with software maintenance were higher mainly due to the advance payment of annual software licences.
 - b. **(\$0.3M)** - Since 2020/21 the amount payable as the Environmental Protection Authority (EPA) landfill levy for each tonne received has increased by 91% – 92%. Industrial waste was in 2020/21 at a rate of \$57.76 (\$/tonne) and has increased to \$110.79 (\$/tonne) for 2022/23.
 - c. **(\$0.3M)** - Infrastructure and parks maintenance costs incurred to date were higher than budgeted due to proactive work being carried out in areas such as (but not restricted to) Parks and Reserves (\$96k), Playgrounds (\$22k), and Tree maintenance (\$114k).
 - d. **\$0.3M** - Consultant payments yet to be incurred on shared services, business development and strategic planning projects.

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

- **(\$0.71 million)** **Grants (capital)** - Major capital grants yet to be received/claimed includes Sloping Bridge Widening project (\$0.3M), Sale CBD Renewal program (\$0.3M) and Aerodrome Fencing project (\$0.2M). The works has commenced on all these projects and expected to be completed by the middle of the year.

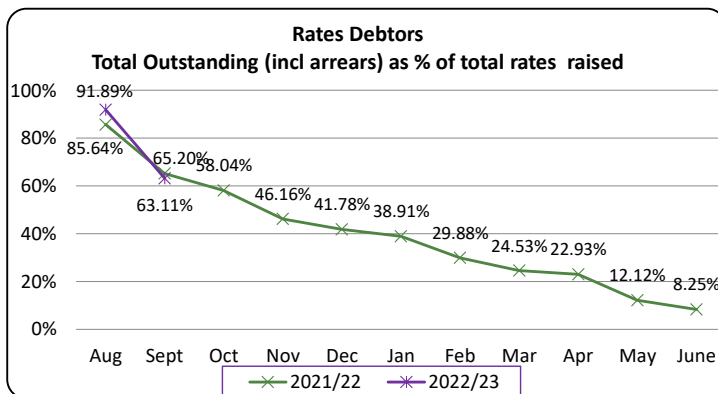
SEPTEMBER 2022 COMPONENTS AT A GLANCE



BALANCE SHEET

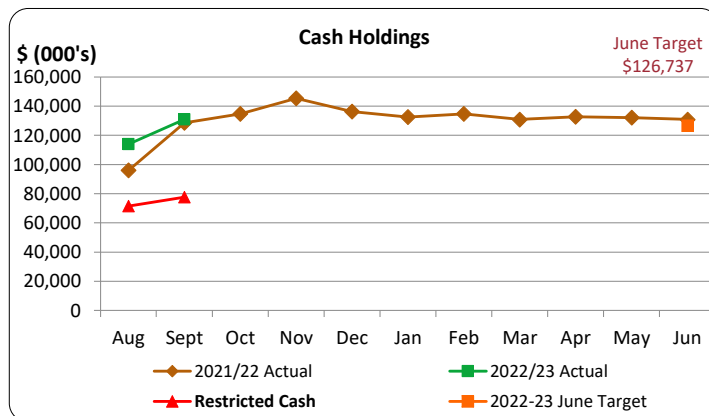
For the period ending 30 September 2022

Actual		Actual	Forecast	Adopted Budget
September 21		September 22	June 23	June 23
\$000's		\$000's	\$000's	\$000's
Assets				
164,376	Total Current Assets	160,734	141,340	134,875
1,038,604	Total Non Current Assets	1,106,383	1,067,682	1,054,782
1,202,980	Total Assets	1,267,117	1,209,022	1,189,657
Liabilities				
45,510	Total Current Liabilities	41,318	33,168	38,800
12,876	Total Non Current Liabilities	12,097	25,975	27,468
58,386	Total Liabilities	53,415	59,143	66,268
1,144,594	Net Assets	1,213,702	1,149,879	1,123,389



The rate debtors outstanding at the end of September 2022 were \$45.5 million (63.1%) compared to September 2021 of \$46.0 million (65.2%).

The first rate instalment was due on 30 September 2022 and second instalment rate notices will be sent in October 2022 (due 30 November 2022).



Council cash holdings at the end of September 2022 are \$130.9M, higher than September 2021 of \$126.6M due to receipt of new grant funding and delayed expenditure towards capital projects.

Current cash holdings include \$74.4M restricted funds; \$13.0M to cover reserves, \$50.1M to cover provisions and trusts, and approximately \$6.1M associated with 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

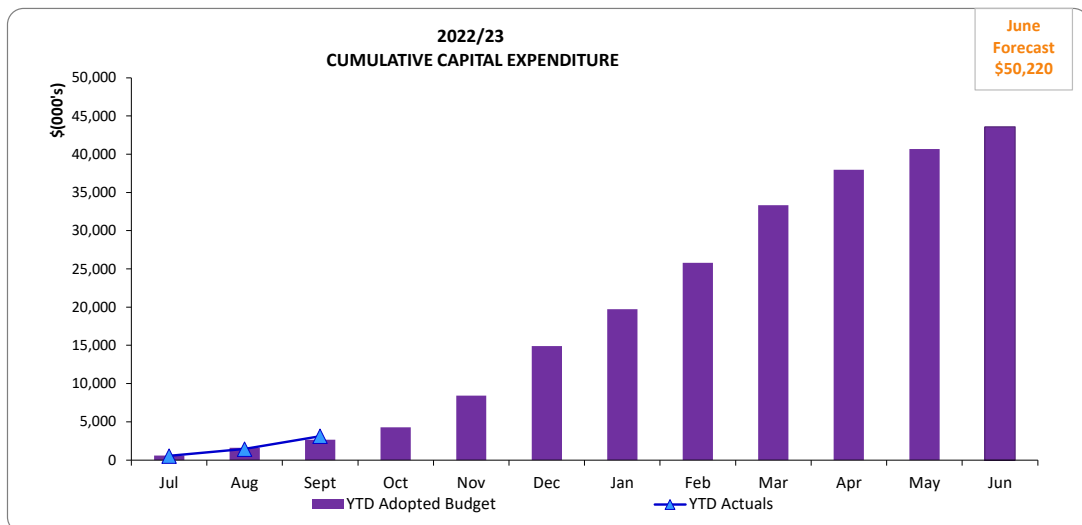
For the period ending 30 September 2022

	YEAR TO DATE 2022-23			FULL YEAR 2022-23		
	Actual	Adopted Budget	Variance	Forecast	Adopted Budget	Variance
	\$000's	\$000's	\$000's	\$000's	\$000's	\$000's
Property	761	245	516	8,582	7,134	(6,373)
Infrastructure	2,098	2,080	18	36,057	32,560	(30,462)
Plant and Equipment	240	303	(63)	5,033	3,365	(3,125)
Intangibles	-	-	0	550	550	(550)
Grand Total	3,099	2,628	471	50,222	43,609	(40,510)

	YEAR TO DATE 2022-23			FULL YEAR 2022-23		
	Actual	Adopted Budget	Variance	Forecast	Adopted Budget	Variance to Adopted
	\$000's	\$000's	\$000's	\$000's	\$000's	\$000's
Renewal	1,541	1,272	269	23,964	20,831	(19,290)
Upgrade	1,073	956	117	16,306	13,029	(11,956)
Expansion	232	400	(168)	9,922	9,719	(9,487)
New Assets	253	-	253	30	30	223
Grand Total	3,099	2,628	471	50,222	43,609	(40,510)

Capital Works Summary - for the period ending 30 September 2022

- Overall 9 projects are at practical completion, 34 more projects are underway and 17 projects have had contracts awarded but not yet commenced. 64 projects are in pre-planning (development of the concept design, the detail design, community consultation and seeking quotes or tenders).
- Sale CBD Renewal Program works are complete in the Northern Section between Macarthur and Raglan Streets. Work is also complete in the Southern Section apart from the kerb at Macalister street and also continuing on the Central portion. Regional Roads will commence pavement reconstruction in the Northern section in October 2022.
- Abels and Boyle special charge scheme Longford was completed in September 2022.
- Sloping Bridge Widening project works continued with works to be expected to be completed in December 2022.
- The multi year Stephenson Park Pavilion and Changeroom Redevelopment project works were completed.
- Works on the Heyfield Recycling upgrade continued in September with only some asphaltting required to complete the project.
- Works commenced in September on the Kerb and Channel Replacement - Annual Program, and Footpath Renewals Program.



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 26 September 2022 to 9 October 2022.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council note and receive the attached Assembly of Councillor records for the period 26 September 2022 to 9 October 2022.

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 26 September 2022 to 9 October 2022.

ATTACHMENTS

1. Assembly of Councillors - 4 October 2022 - Council Day [**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 26 September 2022 to 9 October 2022.

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

This impact has been assessed and while it does not meet a specific Council Plan strategic outcome, it does align with Council's good governance framework.

This report supports the above Council Plan strategic outcome.

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 – 4 OCTOBER 2022

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 (<i>on leave</i>)	No	Cr Tatterson	Yes	N/A
	Cr McKenzie	Yes	Cr Wood	Yes	N/A
	Cr Maher	Yes	David Morcom, CEO	Yes	N/A
	Cr Ripper	Yes	Viktoria Pope, Executive Assistant	Yes	N/A
	Cr Rossetti	Yes	Stephen Bendall, 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	N/A
	Cr Crossley (<i>on leave</i>)	No	Cr Wood	Yes	N/A
	Cr McKenzie	Yes	David Morcom, CEO	Yes	N/A
	Cr Maher	Yes	Arthur Skipitaris, GM Corporate Services	Yes	N/A
	Cr Ripper	Yes	Brent McAlister, GM Development	Yes	N/A
	Cr Rossetti	Yes	Chris Hastie, GM Built & Natural Environment	Yes	N/A
	Cr Stephens	Yes	Clemence Gillings, GM Community & Culture	No	N/A

Workshops (cont.)	MATTERS/ITEMS CONSIDERED AT THE MEETING	OTHERS IN ATTENDANCE
	1. AUDIT & RISK COMMITTEE UPDATE	<ul style="list-style-type: none"> Chris Badger, ARC Chair (external) Arthur Skipitaris, General Manager Corporate Services <i>Conflict of Interest: Nil</i>
	2. PORT ALBERT LEASE	<ul style="list-style-type: none"> Kate Foster, Manage Economic Development Daniel Gall, Coordinator Commercial Property Brent Setches, Commercial Property Officer Rod Tatterson & Sally Brabham (Graham Chalmers Property) <i>Conflict of Interest: Nil</i>
	3. HAZELWOOD REHABILITATION UPDATE	<ul style="list-style-type: none"> Adam Moran, Environment and Planning Manager – Hazelwood Rehabilitation Project (external) Jenni Forrester, Stakeholder Relations and Communications – Nation Partners (external) Lisa Nicholls, Stakeholder Relations and Communications – Nation Partners (external) <i>Conflict of Interest: Nil</i>
	4. COMMUNITY & CULTURE DIVISION UPDATE - LEISURE SERVICES AND ARTS & CULTURE	<ul style="list-style-type: none"> Andrew Thomson, Acting Manager Arts and Culture Ross McWhirter, Manager Leisure Services <i>Conflict of Interest: Nil</i>
	5. COMMUNITY ASSISTANCE GRANTS – AUGUST 2022 ROUND	<ul style="list-style-type: none"> Sharon Macgowan, Community Facilities Planning and Grants Officer <i>Conflict of Interest: Nil</i>

13.2. 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 April 2022 – October 2022.

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 April 2022 – October 2022, 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 April 2022 – October 2022 for Council's review.

ATTACHMENTS

1. ARC Summary Report to Council October 2022 [13.2.1 - 18 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 April 2022 – October 2022; or
2. Not receive the biannual report on the Audit & Risk Committee's activities, findings and recommendations for the period April 2022 – October 2022 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 April 2022 – October 2022.

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 2021-25 Theme 4 “Services and Infrastructure” states the following strategic outcome:

Strategic Outcome 4.1: *“A financially sustainable, high performing organisation.”*

This report supports the above Council Plan strategic outcome.

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

April 2022 – October 2022

INTRODUCTION

The Audit and Risk Committee's objective is to provide appropriate independent advice and recommendations to Council on matters relevant to the Committee's Charter to support Council in discharging its oversight responsibilities. The Audit and Risk Committee (Committee) is also responsible for ensuring that Council's policies and procedures comply with the over-arching Governance Principles, the relevant Acts, Regulations and any Ministerial Directions. The Committee acts in this capacity by monitoring, reviewing, endorsing and advising on matters as set out in the Audit & Risk Committee Charter, developed in accordance with Section 54 of the *Local Government Act 2020*.

The Committee is an advisory committee to the Council and does not have executive powers or authority to implement actions in areas over which management has responsibility and does not have any delegated financial responsibility. Neither does the Committee have any management functions and is therefore independent of management.

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.

NEW REPORTING OBLIGATIONS

The Committee exists and functions as required by the *Local Government Act 2020* (Vic) (the "Act"). The Committee's objectives, authority, composition, tenure, roles and responsibilities along with reporting, administrative and governance arrangements are detailed in the Audit & Risk Committee Charter updated and adopted by Council on 21 December 2021.

Under the Act, the Committee is required to undertake an annual assessment of its performance and provide it to the CEO for tabling at the next ordinary meeting of the Council.

The Committee is also required to prepare a biannual Audit and Risk Report that describes its activities and includes its findings and recommendations. A copy of this report must also be provided to the CEO for tabling at the next council meeting.

The Chairman of the Committee reports bi-annually to Council on the following matters –

- A summary of the work of the Committee performed to discharge its responsibilities;
- A summary of Management's progress in addressing the findings and recommendations made in internal, external and Parliamentary Committee reports;

- An overall assessment of the Council's risk, control and compliance framework, including details of any significant emerging risks or legislative changes impacting Council; and
- A summary of the Committee's performance review (annually).

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
Sarah Heath	29 Oct 2021	28 Oct 2024	3	3
Tony Smith	2 Feb 2022	1 Feb 2025	3	3
Council Members				
Cr Garry Stephens	7 Dec 2021		3	3
Cr Marcus McKenzie	7 Dec 2021		2	3
Cr Ian Bye (alternate)	7 Dec 2021		1	1

COMMITTEE MEETINGS

The Committee met three times during the reporting period: on 26 May 2022, 22 August 2022 and 13 September 2022. 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 and the Manager Corporate Finance attended all Committee meetings, the General Manager Corporate Services attended the May and September meetings. Other management representatives attended as required to present reports.

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.

Internal Auditor

Representatives from Council's Internal Auditors, HLB Mann Judd, attended the meetings in May and August to finalise and report on the status of the Internal Audit Program and to present the findings of the Tendering and Contract Management Audit and Follow Up 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 Audit representatives (Crowe) from the Victorian Auditor General's Office (VAGO) attended the May meeting to present the External Audit Strategy and the September meeting to present the Independent Audit report for the 2021/22 Financial Report and Performance Statement. The External Auditor gave an unmodified audit opinion, the finance and

performance statements were represented accurately and fairly, and that management were well prepared and provided information in a timely manner. Some delays occurred associated with external auditor resourcing.

SUMMARY OF THE WORK OF THE COMMITTEE

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

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

- Council policies that are considered strategic in nature
- Risk management reports
- Internal audit plan, audits, findings and monitoring the progress of implementation of recommendations
- Financials
- 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
- Monitoring the status of Council's actions in relation to identified improvements from various Agencies
- Summary of the Gifts Register (bi-annually)
- Credit card expenditure of the Chief Executive Officer (bi-annually)
- Related Party Transactions (bi-annually)
- Assessment of meeting conduct.

Highlights of the period

Key Committee highlights during the period were:

- Reviewed the findings of the internal audits on –
 - Tendering and Contract Management; and
 - Follow Up Review of recommendations from previous internal audit reports;
- Reviewed the findings of the VAGO reports on –
 - Offsetting Native Vegetation Loss on Private Land; and
 - Fraud Control over Local Government Grants
- Received and reviewed the External Audit Strategy as provided by Crowe;
- Received and reviewed the draft Strategic Internal Audit Plan;
- Received an update on the status of outstanding Audit Findings;
- Received a report on changes to Accounting policies/Accounting Standards;
- Received a report on a Fair Work Ombudsman's audit of industry allowance;
- Reviewed the evaluation of Audit & Risk Committee performance by each member.
- Received a report on the draft Budget 2022/23;
- Received and reviewed the draft Financial Report and Performance Statement for the financial year ended 30 June 2022;
- Received and reviewed the Local Government Performance Reporting service indicators; and
- Continuing development of the risk framework.

Audit Response

Number of Internal Audit actions	280
Number completed	261
Number still in progress	19
Number overdue	17

Number of external reports applicable to Council	7
Number of identified improvements	29
Number complete	26
Number outstanding	3

Council Risk, Control and Compliance Framework

The committee has reviewed the risk management policy and framework and has identified a number of areas for improvement. A risk workshop is planned for October 2022 involving the Committee, CEO, Mayor and key management representatives facilitated by an external partner. The objective being to:

- Review vision/risk culture
- Identify current gaps against the vision
- Develop an action plan to address the gaps
- Update policy and risk framework accordingly, get endorsement from Audit & Risk Committee.
- Provide documents to Council for review and approval.

Key strategic risks (current and emerging) for Council are retention and attraction of resources, delivering capital program/services, response and adaption to climate change, digital workplace and cyber security.

Committee Performance

The Committee completed its annual review of performance at its meeting on 26 May 2022.

Members completed their evaluation individually via a confidential online survey (results attached).

The results illustrated that all members are confident that the Committee is achieving all its requirements as per the Charter, feel that the Committee has the capacity to fully acquit its obligations and is functioning well.

CHAIR'S CLOSING REMARKS

I would like to thank the management team for their support and diligence in the running of the Committee and I thank my colleagues, Sarah Heath and Tony Smith and Councillors Garry Stephens and Marcus McKenzie for their contribution to a strong Audit & Risk Committee.

Since the last update we have focussed on:

- the ongoing reduction of previous internal and external audit actions of which good progress is being made.
- the implementation of suggested improvements that continue to come from recent VAGO and IBAC investigations across numerous sectors, but which management believes can be utilised to further strengthen organisational governance. It is pleasing to see that management are continually looking for ways to improve governance – this reflects an open and strong organisational culture.
- Working closely with management to create an effective risk management framework and culture (a challenge for many medium and smaller sized regional councils). Management is driving this key governance plank by restructuring roles and working closely with the Committee to train staff and rollout risk management across the organisation.
- Improving external audit processes and again noting that the External Auditor has given an unmodified audit opinion, the finance and performance statements were represented accurately and fairly, and that management were well prepared and provided information in a timely manner. Some delays occurred associated with external auditor resourcing.

The Committee's overall assessment during this period is that Council continues to effectively manage operational and financial matters, particularly given the lingering impact of COVID, and in consideration of the substantial imposition of legislative and governance requirements that have been successfully implemented.

Mr. Chris Badger

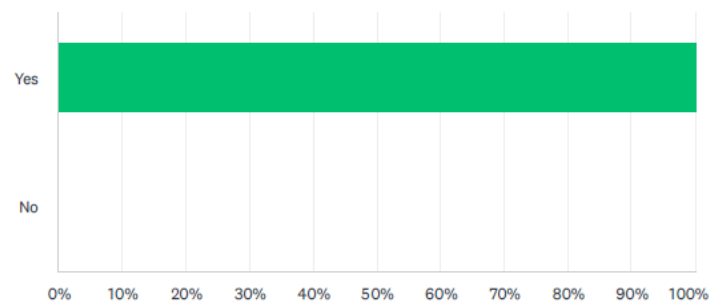
Chair

Wellington Shire Council Audit & Risk Committee

RESULTS OF COMMITTEE'S ANNUAL PERFORMANCE EVALUATION

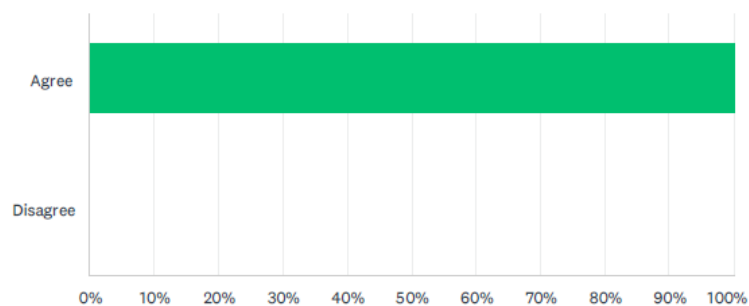
Q1 Does the Audit & Risk Committee have at least 3 members, the majority of whom are independent?

Answered: 5 Skipped: 0



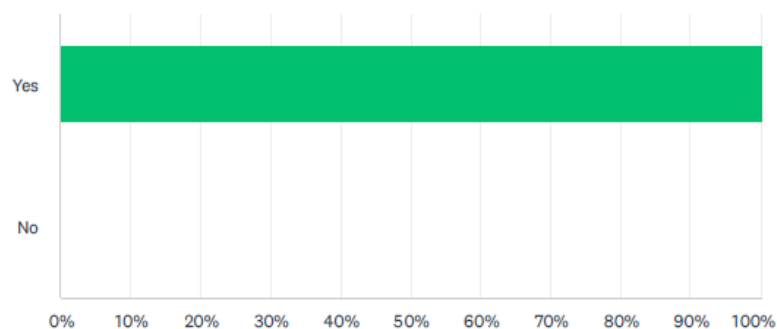
Q2 The Audit & Risk Committee has a Charter which sets out its role, responsibilities, composition, structure and membership requirements

Answered: 5 Skipped: 0



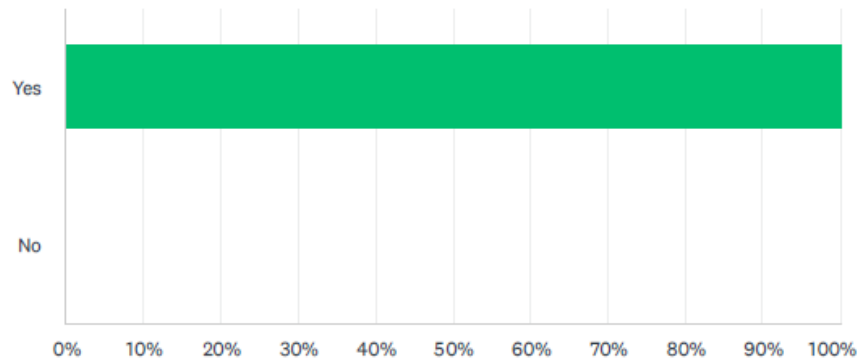
Q3 Has the Charter been approved and distributed to all members?

Answered: 5 Skipped: 0



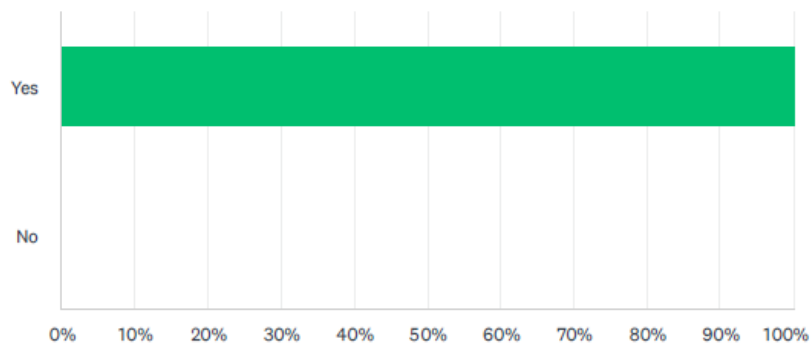
Q4 Has the Charter been reviewed within the last 3 years?

Answered: 5 Skipped: 0



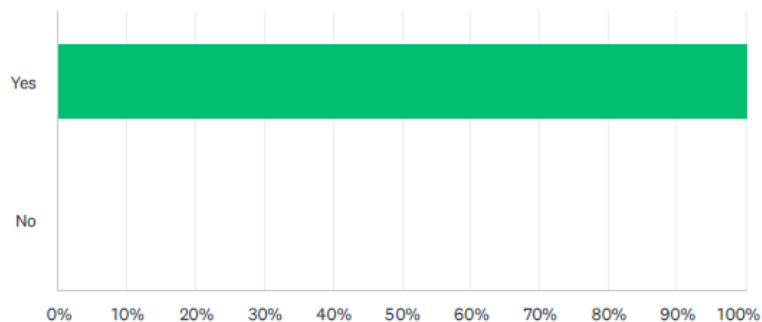
Q5 Has the Audit & Risk Committee met at least 4 times a year?

Answered: 4 Skipped: 1



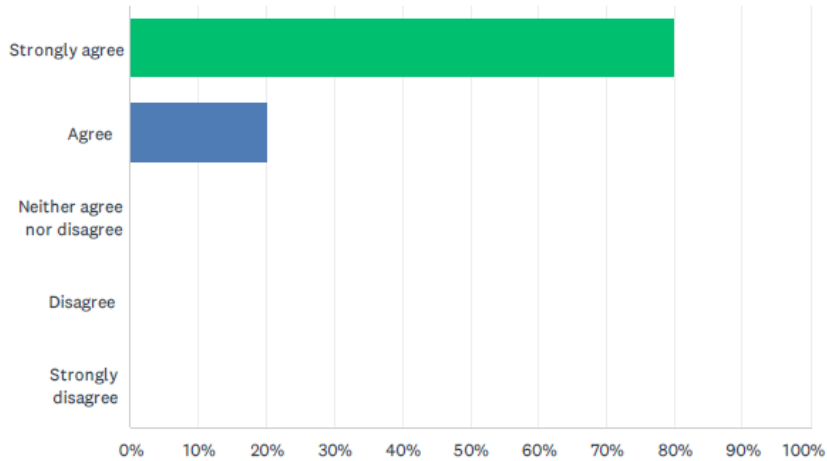
Q6 Have minutes been prepared of all meetings and provided to the Council?

Answered: 4 Skipped: 1



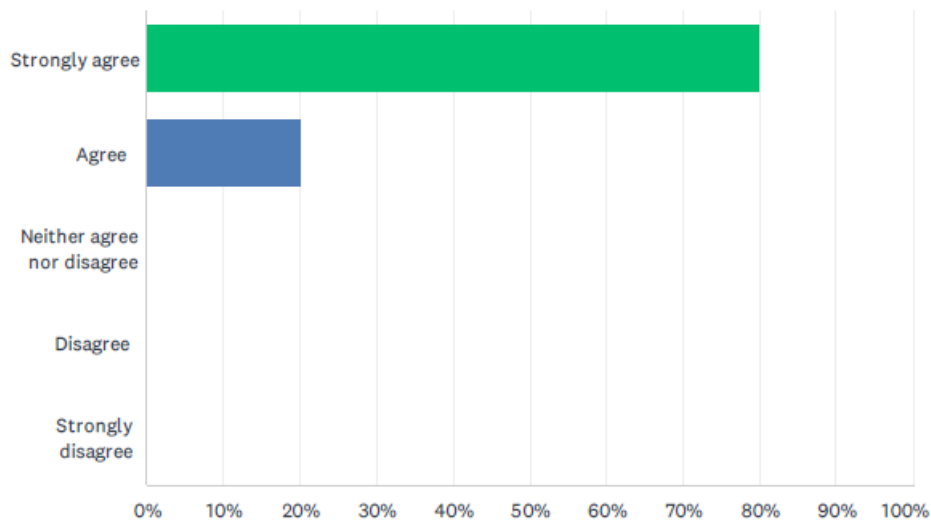
Q7 The Audit & Risk Committee is adequately resourced (receives timely information, able to supervise the audit function, has sufficient attendance at meetings)

Answered: 5 Skipped: 0



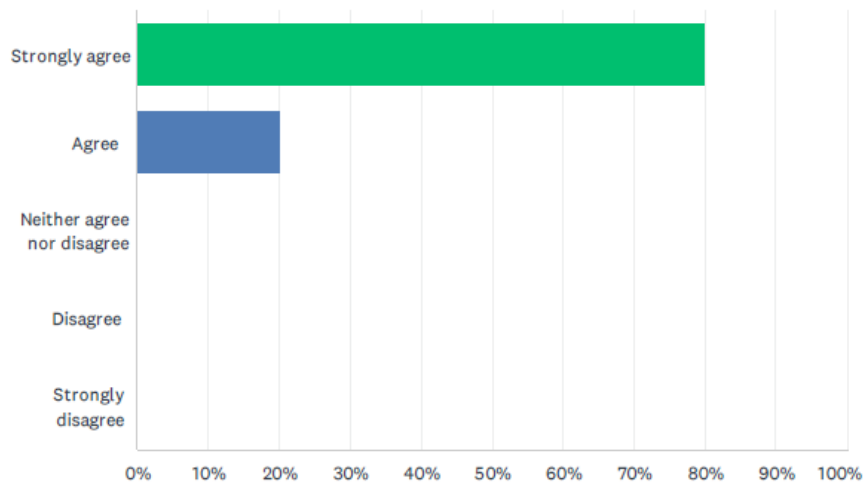
Q8 The Audit & Risk Committee is independent and has the technical expertise to perform its functions

Answered: 5 Skipped: 0



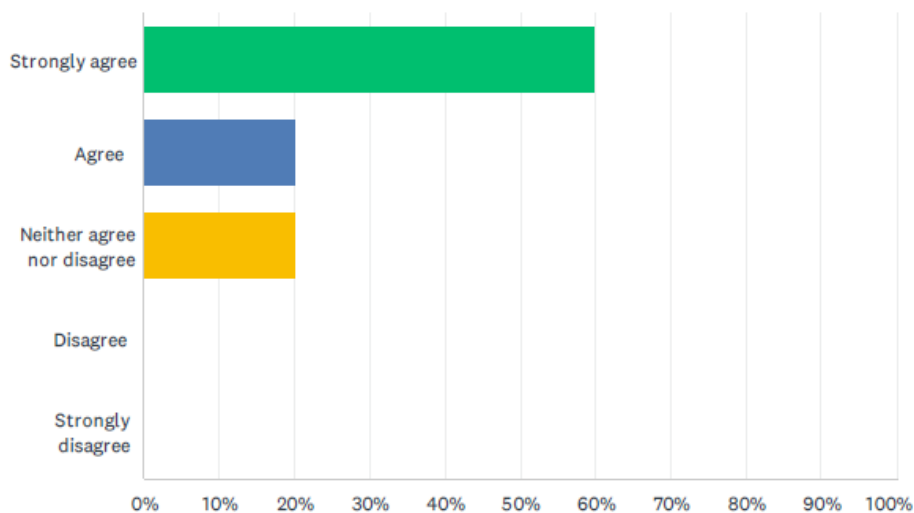
Q9 The Audit & Risk Committee is fully accountable to the Council

Answered: 5 Skipped: 0



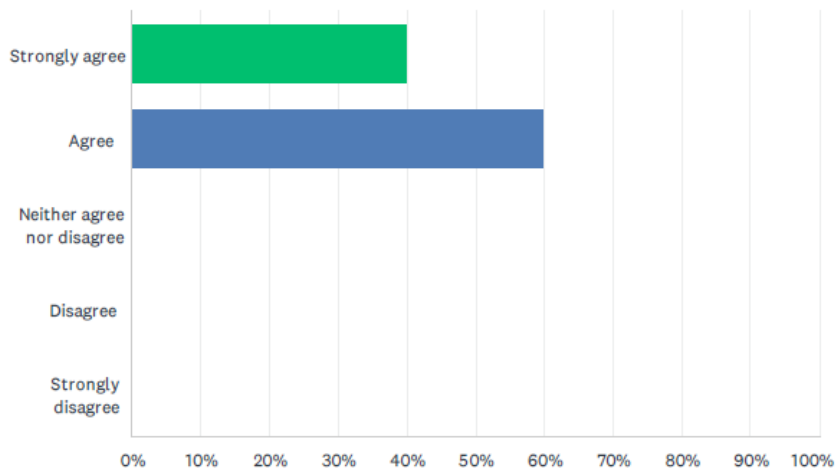
Q10 The members have the necessary qualifications and attributes (basic financial literacy, being, amongst other things, honest, accountable, dedicated, objective and possess reasonable knowledge of the Council's risks and controls)

Answered: 5 Skipped: 0



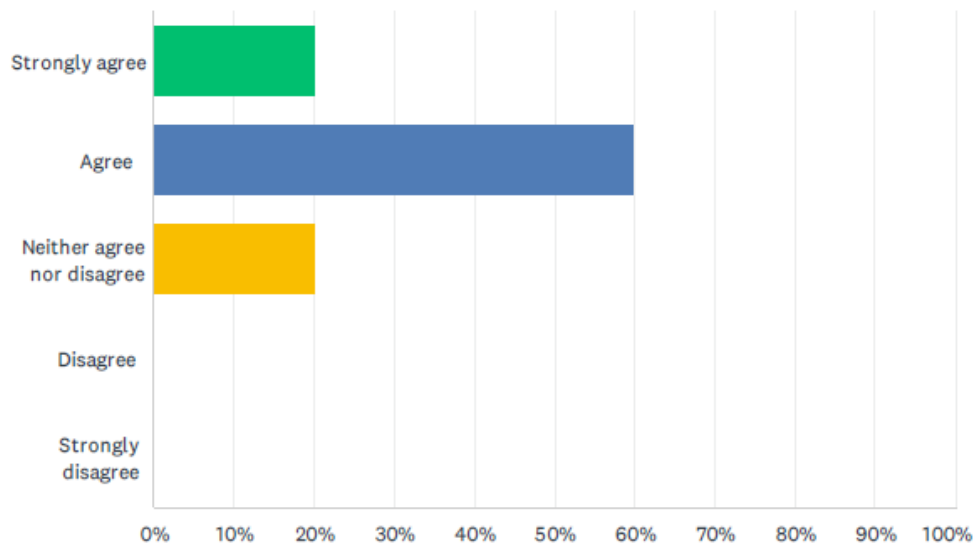
Q11 The Audit & Risk Committee has direct access to internal and external auditors without management present

Answered: 5 Skipped: 0



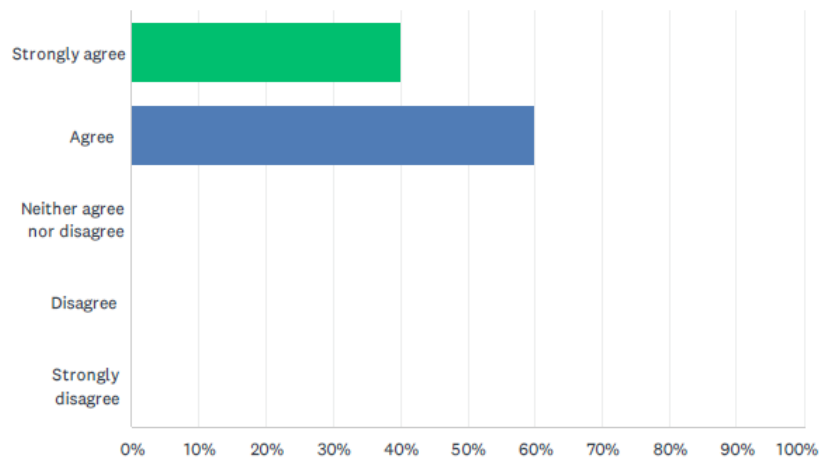
Q12 The Audit & Risk Committee checks that the audit function has free and effective access to personnel and information

Answered: 5 Skipped: 0



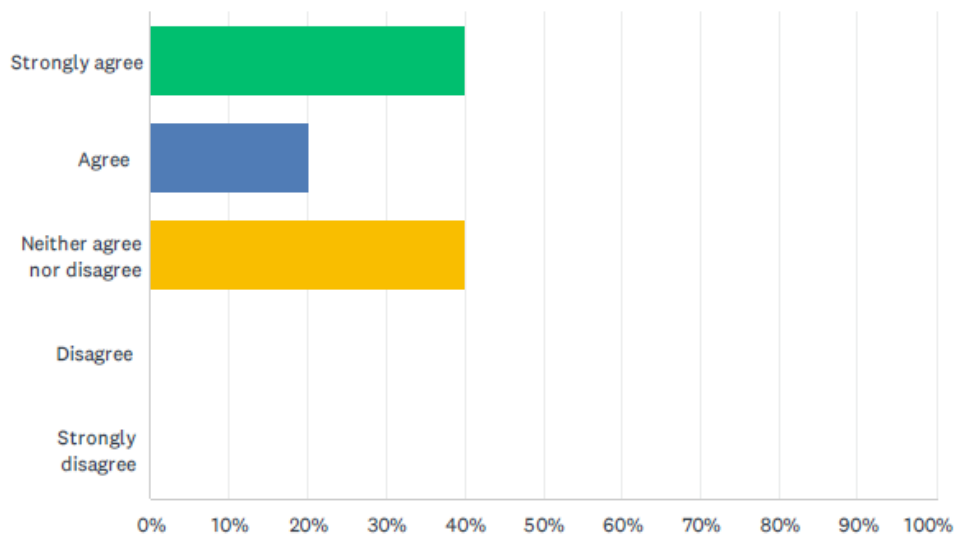
Q13 The Audit & Risk Committee is able to seek independent advice and ensure the audit function is independent of the management function

Answered: 5 Skipped: 0



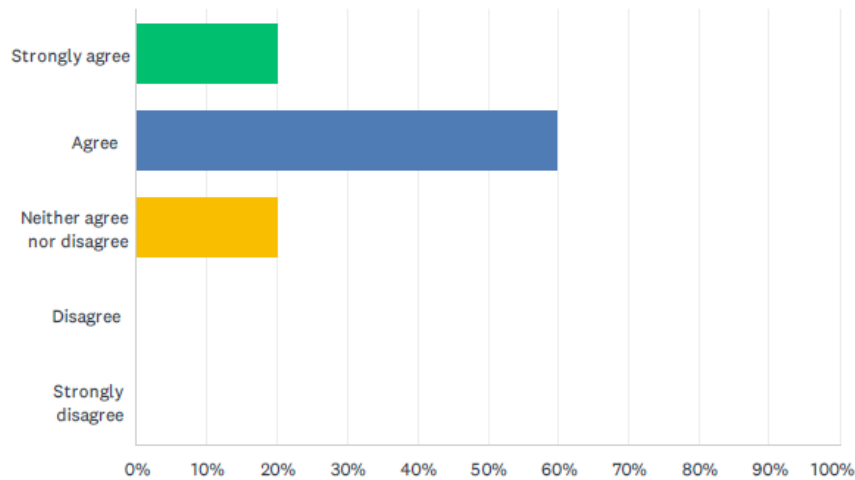
Q14 The Audit & Risk Committee ensures the scope of audits are adequate

Answered: 5 Skipped: 0



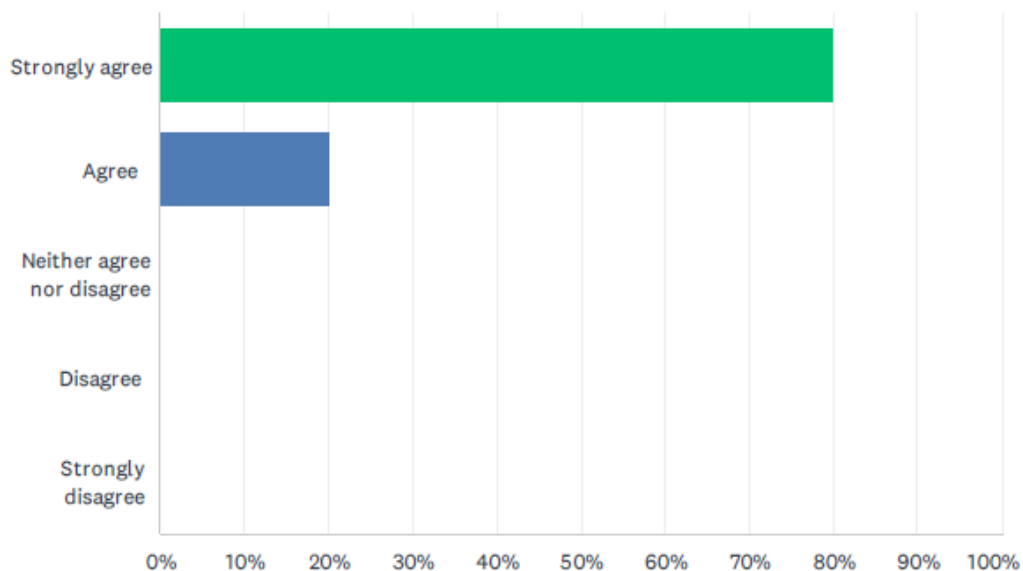
Q15 The Audit & Risk Committee approves an annual audit plan addressing their risk profile

Answered: 5 Skipped: 0



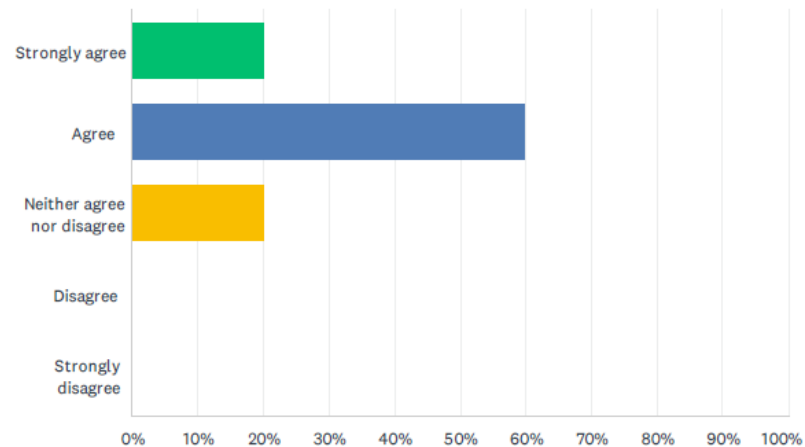
Q16 The Audit & Risk Committee reviews management's responses to issues raised by audit and monitors resolution of those issues

Answered: 5 Skipped: 0



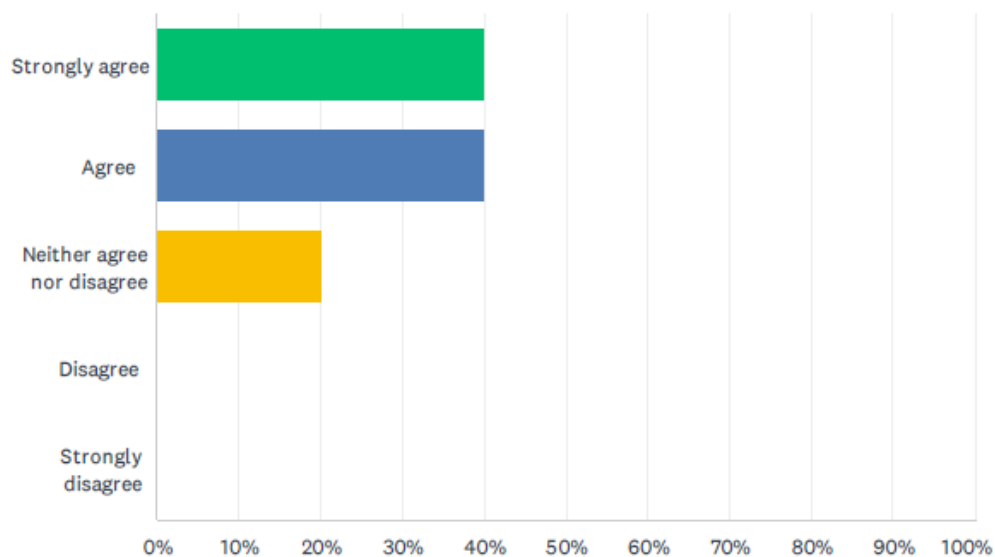
Q17 The Audit & Risk Committee reviews major changes to policies and internal control systems

Answered: 5 Skipped: 0



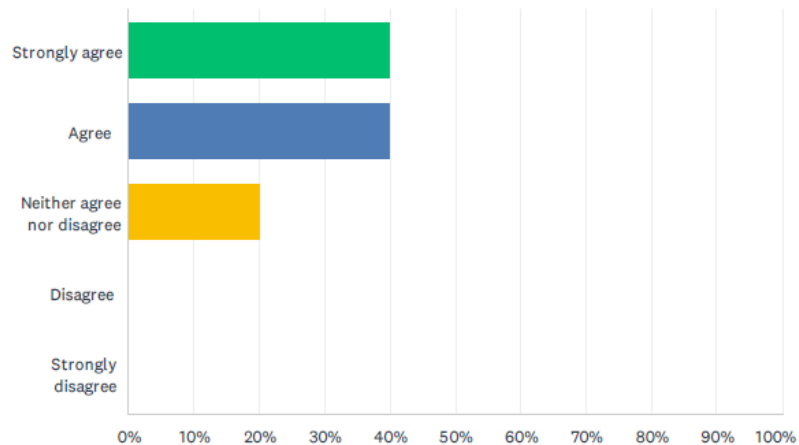
Q18 The Audit & Risk Committee oversees compliance with non-financial legislation and policy

Answered: 5 Skipped: 0



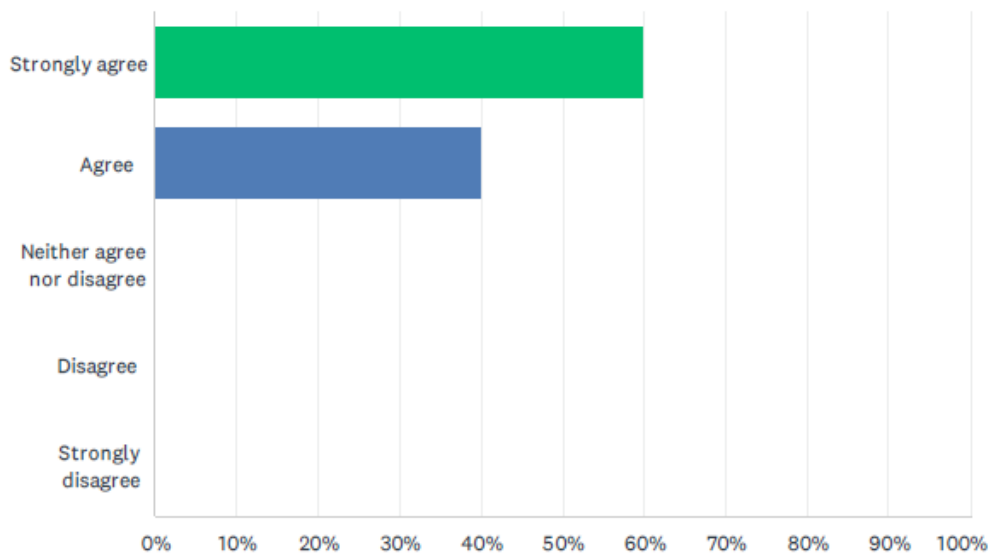
Q19 The Audit & Risk Committee reviews all reported issues of fraud or suspected fraud

Answered: 5 Skipped: 0



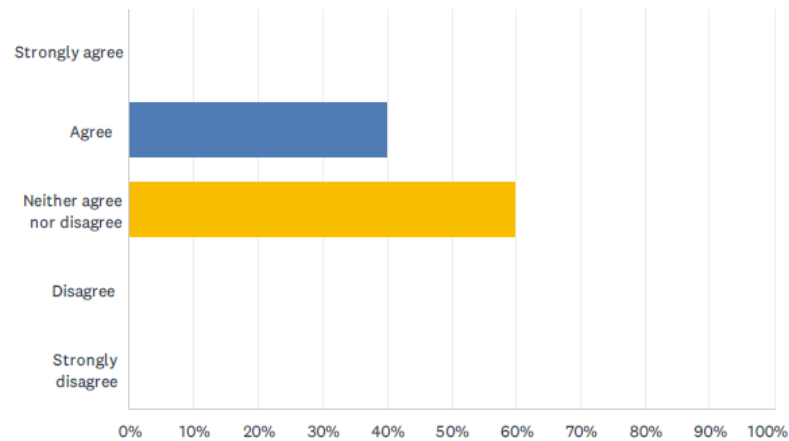
Q20 The Audit & Risk Committee reviews the financial statements and other financial information submitted to the Council

Answered: 5 Skipped: 0



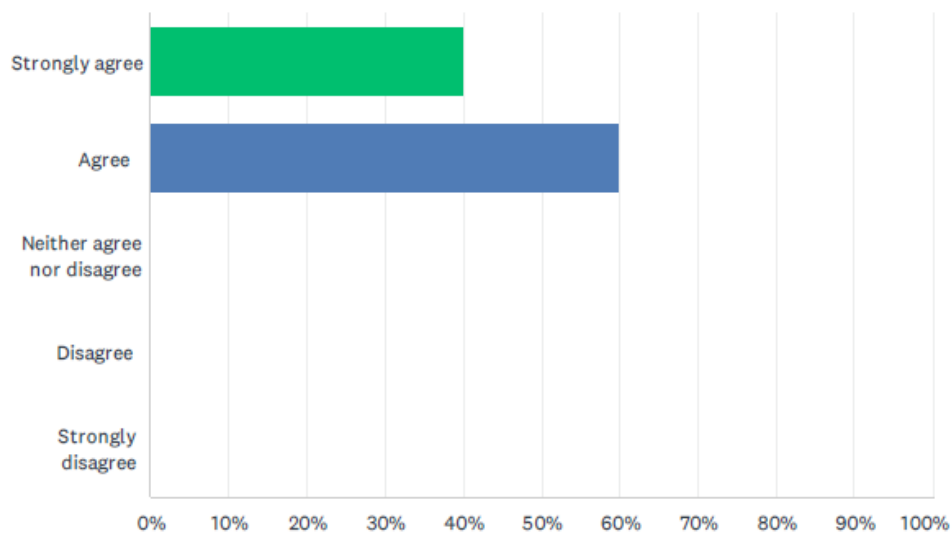
Q21 The Audit & Risk Committee liaises appropriately with the Auditor General to, amongst other things, ensure the best use of audit resources

Answered: 5 Skipped: 0



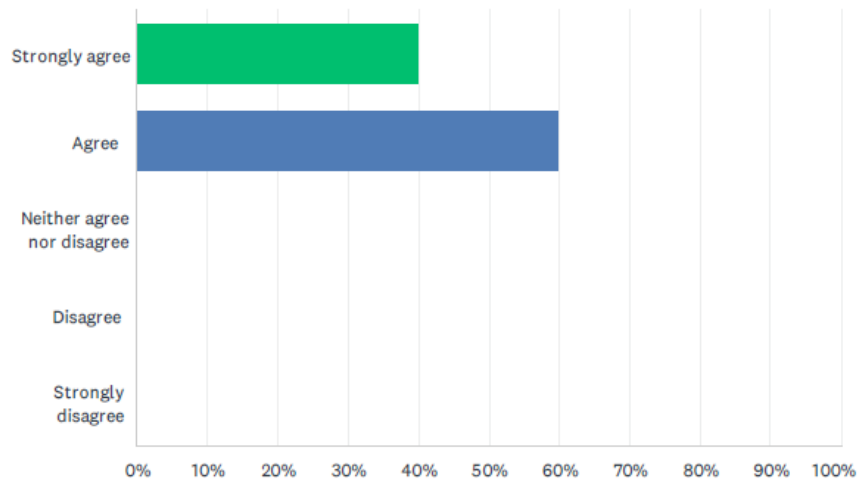
Q22 The Audit & Risk Committee is an environment in which members are comfortable challenging each other and the Audit & Risk Committee Chair, as appropriate

Answered: 5 Skipped: 0



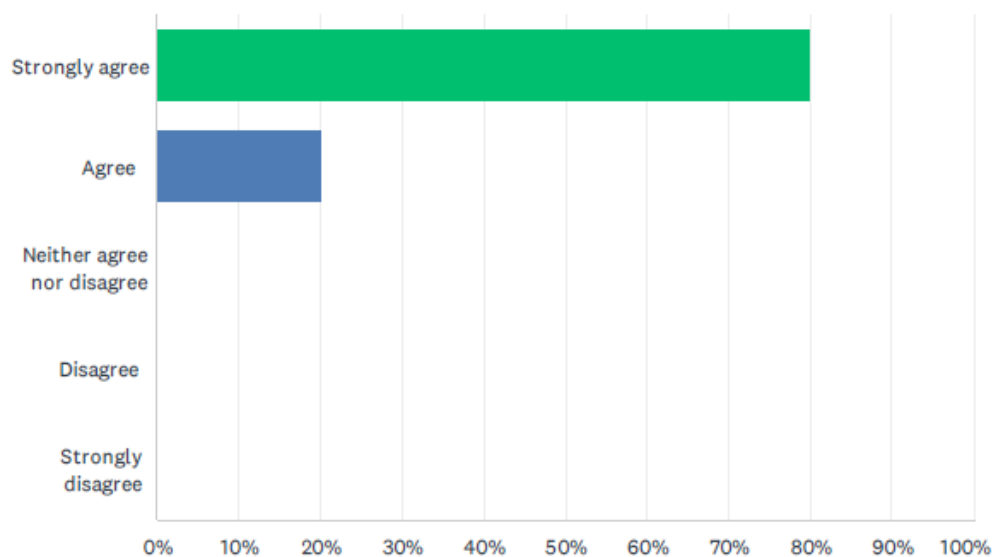
Q23 The Committee spends adequate time individually, and as a Committee, on committee responsibilities

Answered: 5 Skipped: 0



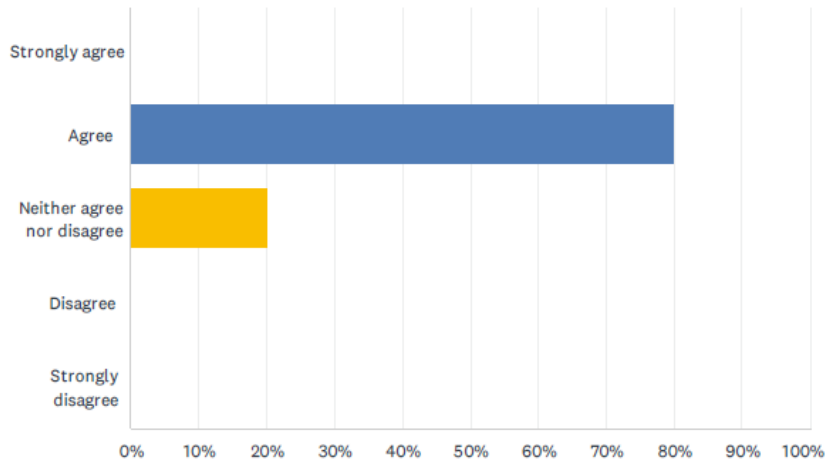
Q24 The Audit & Risk Committee appropriately considers internal audit reports, management's responses and steps towards improvement

Answered: 5 Skipped: 0



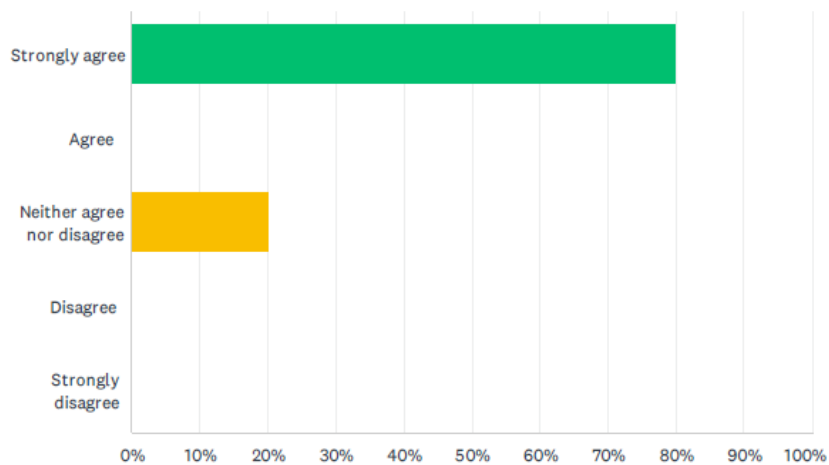
Q25 The Audit & Risk Committee has private executive sessions with management and the internal and independent auditors that result in candid discussion of pertinent issues

Answered: 5 Skipped: 0



Q26 Audit & Risk Committee meetings are well run and productive

Answered: 5 Skipped: 0



Q27 Does the Committee have the capacity to fully acquit its obligations under the Standing Directions and Charter, or is there a need to review its role, structure and/or operational arrangements?

Answered: 5 Skipped: 0

#	RESPONSES	DATE
1	I believe there is adequate capacity for the ARC to meet its obligations	4/24/2022 12:43 PM
2	Insufficient experience to judge.	4/23/2022 8:10 PM
3	YES	4/22/2022 5:19 PM
4	Yes	4/22/2022 11:05 AM
5	Yes it does and no need to review its role or structure at this time	4/22/2022 10:10 AM

Q28 How do you believe the Audit & Risk Committee is functioning?

Answered: 5 Skipped: 0

#	RESPONSES	DATE
1	very effectively	4/24/2022 12:43 PM
2	Insufficient experience to judge.	4/23/2022 8:10 PM
3	Has functioned well	4/22/2022 5:19 PM
4	Runs very well	4/22/2022 11:05 AM
5	Very Effectively. Its well chaired and the members bring different sets of expertise to the committee that allows for balanced and effective views being expressed	4/22/2022 10:10 AM

Q29 Are there things that the Committee could be doing better?

Answered: 5 Skipped: 0

#	RESPONSES	DATE
1	I am not aware of any issues at present	4/24/2022 12:43 PM
2	Insufficient experience to judge.	4/23/2022 8:10 PM
3	NA	4/22/2022 5:19 PM
4	No	4/22/2022 11:05 AM
5	At this time it operates effectively	4/22/2022 10:10 AM

14. GENERAL MANAGER DEVELOPMENT

14.1. QUARTERLY BUILDING REPORT - APRIL TO JUNE 2022

ACTION OFFICER: MANAGER REGULATORY SERVICES

PURPOSE

To provide a report to Council on building permits issued in the Wellington Shire during the quarter 1 April 2022 to 30 June 2022, for information.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council note the report of building permits issued from 1 April 2022 to 30 June 2022.

BACKGROUND

Building permits are issued by private building surveyors, and copies of permits are provided to Council. The permits, plans and other documents are filed by Council and recorded on a register of building permits. Building permits are issued for a range of developments, including dwellings, extensions and fences, as well as commercial and industrial buildings.

Attachment "Wellington Permits Issued" to this report provides an overview by township, of the number of permits issued along with the estimated value of construction, for the three-month period ending 30 June 2022.

Attachment "Graph 1 - Number of Building Permits and Graph 2 - Value of Building Works" provides an historical representation of the number and value of permits issued in Wellington Shire and compares this data against the broader Gippsland region.

For the period 1 April 2022 to 30 June 2022 there were 295 permits issued with an estimated value of work at \$42,073,349.

The major projects include:

- FULHAM – New training facility at Fulham Correctional Centre
- SALE
 - New change rooms and alterations to swimming pool building at Guthridge Primary School,
 - Completion of office fit out for Quantum Services (104-108 Raymond St)

In the previous quarter, 1 January 2022 to 31 March 2022, there were 299 permits issued with an estimated value of work at \$32,997,748.

ATTACHMENTS

1. Wellington Permits Issued [**14.1.1** - 3 pages]
2. Graph 1 - Number of Permits [**14.1.2** - 1 page]
3. Graph 2 - Value of Building Works [**14.1.3** - 1 page]

OPTIONS

Council has the following options available:

1. Receive this Building Permits report; or
2. Not receive this Building Permits report and seek further information for consideration at a future Council meeting.

PROPOSAL

That Council note the report on building permits issued within Wellington Shire from 1 April 2022 to 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

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

COMMUNICATION IMPACT

The quarterly report provides information on the number of building permits, and cost of development per town, within the Wellington Shire. Gippsland-wide building activity is also provided, to demonstrate how the Wellington Shire area performs in comparison.

LEGISLATIVE IMPACT

Building permits are issued in accordance with *Building Act 1993*, Building Regulations 2006 and the Wellington Planning Scheme.

COUNCIL POLICY IMPACT

All building permits issued by private building surveyors are registered and filed as per the timelines set out in the Municipal Services Business Plan.

COUNCIL PLAN IMPACT

The Council Plan 2021-25 Theme 4 “Services and Infrastructure” states the following strategic outcome:

Strategic Outcome 4.3: *"Well planned and sustainable towns, facilities, and infrastructure that service community need."*

This report supports the above Council Plan strategic outcome.

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.

WELLINGTON PERMITS ISSUED
Number of Applications and their Estimated Value
Each Month

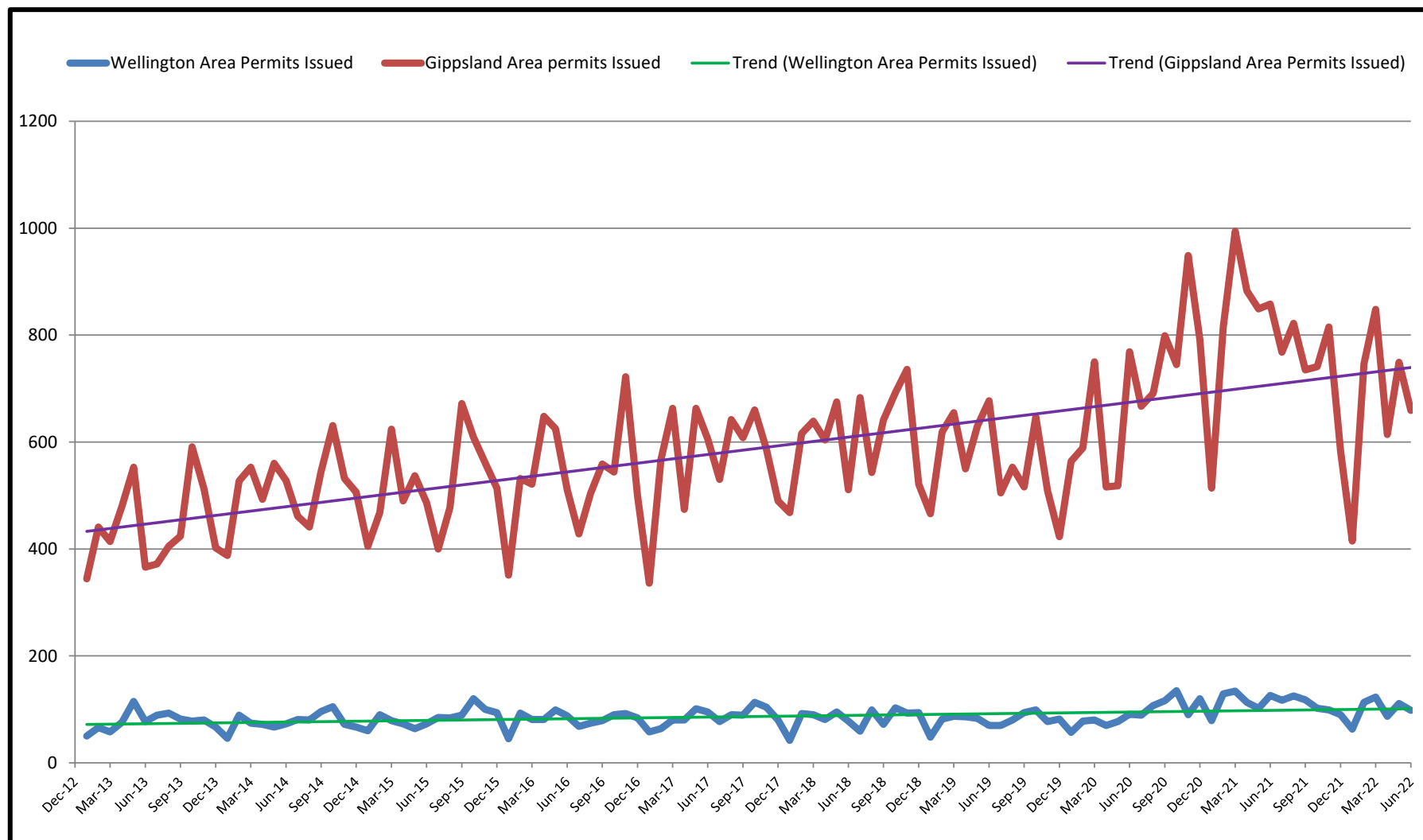
	April	May	June	Total
AIRLY	0 \$0	0 \$0	1 \$481,700	1.00 \$481,700
ALBERTON	0 \$0	0 \$0	1 \$374,876	1.00 \$374,876
ALBERTON WEST	1 \$59,980	0 \$0	0 \$0	1.00 \$59,980
BRIAGOLONG	3 \$478,030	8 \$361,992	2 \$59,000	13.00 \$899,022
BUSHY PARK	1 \$70,000	0 \$0	1 \$597,679	2.00 \$667,679
CALLIGNEE SOUTH	0 \$0	1 \$25,000	0 \$0	1.00 \$25,000
CARRAJUNG LOWER	0 \$0	1 \$105,910	0 \$0	1.00 \$105,910
CARRAJUNG SOUTH	0 \$0	1 \$15,500	0 \$0	1.00 \$15,500
COBAINS	0 \$0	2 \$109,303	1 \$801,566	3.00 \$910,869
COONGULLA	2 \$19,000	1 \$9,125	2 \$700,968	5.00 \$729,093
COWWARR	0 \$0	1 \$35,420	0 \$0	1.00 \$35,420
DARGO	1 \$145,750	0 \$0	0 \$0	1.00 \$145,750
DARRIMAN	0 \$0	1 \$116,500	0 \$0	1.00 \$116,500
DENISON	1 \$349,577	0 \$0	1 \$44,000	2.00 \$393,577
DEVON NORTH	0 \$0	0 \$0	1 \$33,635	1.00 \$33,635
EAST SALE	1 \$25,000	0 \$0	1 \$499,000	2.00 \$524,000
FULHAM	0 \$0	2 \$566,635	2 \$178,850	4.00 \$745,485
GIFFARD WEST	0 \$0	0 \$0	1 \$15,000	1.00 \$15,000

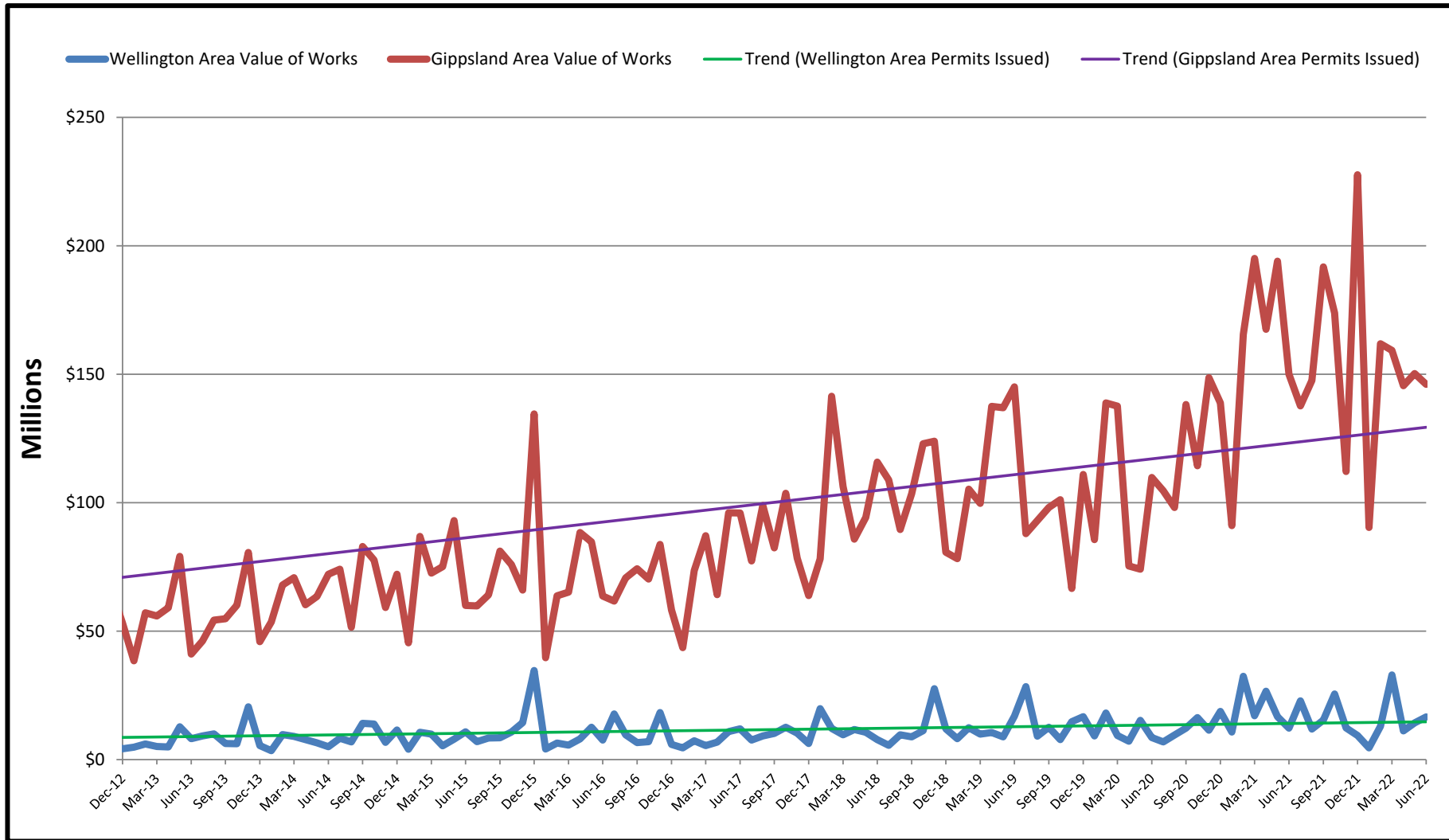
ATTACHMENT 14.1.1

	April	May	June	Total
GLENGARRY	0 \$0	1 \$34,500	0 \$0	1.00 \$34,500
GLENMAGGIE	1 \$15,000	2 \$97,400	2 \$901,000	5.00 \$1,013,400
GOLDEN BEACH	1 \$78,650	6 \$763,465	5 \$679,800	12.00 \$1,521,915
GORMANDALE	1 \$28,960	1 \$533,000	0 \$0	2.00 \$561,960
HEDLEY	0 \$0	0 \$0	1 \$569,563	1.00 \$569,563
HEYFIELD	3 \$92,777	3 \$184,212	5 \$900,448	11.00 \$1,177,437
JACK RIVER	1 \$88,000	2 \$62,890	0 \$0	3.00 \$150,890
LANGSBOROUGH	0 \$0	0 \$0	1 \$14,500	1.00 \$14,500
LOCH SPORT	5 \$683,967	6 \$478,117	4 \$54,000	15.00 \$1,216,084
LONGFORD	2 \$70,500	2 \$594,466	3 \$124,744	7.00 \$789,710
MACKS CREEK	0 \$0	2 \$483,131	0 \$0	2.00 \$483,131
MAFFRA	11 \$499,825	10 \$1,053,551	9 \$1,147,737	30.00 \$2,701,113
MANNS BEACH	0 \$0	0 \$0	1 \$12,000	1.00 \$12,000
MUNRO	0 \$0	1 \$650,161	0 \$0	1.00 \$650,161
NAMBROK	0 \$0	0 \$0	1 \$56,000	1.00 \$56,000
NEWRY	0 \$0	1 \$12,000	1 \$14,000	2.00 \$26,000
PARADISE BEACH	1 \$44,972	0 \$0	0 \$0	1.00 \$44,972
PORT ALBERT	0 \$0	1 \$2,500	1 \$38,900	2.00 \$41,400
RIVERSLEA	0 \$0	0 \$0	1 \$57,180	1.00 \$57,180
ROSEDALE	4 \$1,017,402	2 \$893,599	4 \$636,995	10.00 \$2,547,996

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	April	May	June	Total
SALE	26 \$4,993,199	20 \$3,391,874	22 \$3,420,254	68.00 \$11,805,327
SEASPRAY	0 \$0	3 \$54,086	1 \$419,977	4.00 \$474,063
SEATON	1 \$147,100	1 \$33,500	1 \$13,021	3.00 \$193,621
STACEYS BRIDGE	0 \$0	0 \$0	1 \$22,705	1.00 \$22,705
STOCKDALE	0 \$0	0 \$0	1 \$15,800	1.00 \$15,800
STRADBROKE	0 \$0	2 \$145,760	0 \$0	2.00 \$145,760
STRATFORD	9 \$1,169,695	15 \$2,022,424	11 \$2,676,394	35.00 \$5,868,513
TARRA VALLEY	1 \$47,239	0 \$0	1 \$300,000	2.00 \$347,239
THE HEART	1 \$35,750	0 \$0	0 \$0	1.00 \$35,750
THE HONEYSUCKLES	0 \$0	1 \$35,250	0 \$0	1.00 \$35,250
TINAMBA	0 \$0	1 \$29,500	2 \$537,800	3.00 \$567,300
TOONGABBIE	0 \$0	1 \$57,750	1 \$45,855	2.00 \$103,605
WINNINDOO	1 \$58,590	0 \$0	0 \$0	1.00 \$58,590
WOODSIDE	1 \$134,200	3 \$483,383	0 \$0	4.00 \$617,583
WOODSIDE BEACH	1 \$379,430	0 \$0	1 \$143,050	2.00 \$522,480
WURRUK	3 \$354,387	3 \$473,817	2 \$31,000	8.00 \$859,204
YARRAM	3 \$42,500	3 \$409,151	0 \$0	6.00 \$451,651
Total	87.00 11,129,480	111.00 14,324,872	97.00 16,618,997	295.00 42,073,349

GRAPH: NUMBER OF BUILDING PERMITS

GRAPH: VALUE OF BUILDING WORKS

14.2. MONTHLY PLANNING DECISIONS (AUGUST 2022)

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 August 2022.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council note the report on recent Planning Permit trends and Planning Application determinations between 1 August and 31 August 2022.

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 August and 31 August 2022 is included in Attachment 'August 2022 Planning Decisions Report'.

Attachment 'August 2022 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).

ATTACHMENTS

1. August 2022 Planning Decisions Report [14.2.1 - 7 pages]
2. August 2022 Planning Trends Report [14.2.2 - 3 pages]

OPTIONS

Council has the following options available:

1. Receive the 'August 2022 Planning Decisions Report'; or
2. Not receive the 'August 2022 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 August and 31 August 2022.

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 2021-25 Theme 2 "Economy and Sustainable Growth" states the following strategic outcome:

Strategic Outcome 2.1: *"A diverse economy that creates jobs and opportunities."*

Strategic Outcome 2.3: *"An increase in variety of housing choice to support equitable access to housing."*

This report supports the above Council Plan strategic outcomes.

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 1/08/2022 AND 31/08/2022**

Application No/Year	Date Received	Property Title & Address	Proposal	Status
156-3.00/2016	15/08/2022	Assessment No. 457788 LOT: 1 PS: 300853W 439 MCLACHLANS RD TINAMBA WEST	Extension to Existing Building	Permit Issued by Delegate of Resp/Auth 26/08/2022
423-3.00/2017	11/07/2022	Assessment No. 428383 LOT: 1 TP: 886108W 263 KENTUCKY RD NEWRY	Use and Development of the land for a dwelling.	Permit Issued by Delegate of Resp/Auth 4/08/2022
223-2.00/2021	12/08/2022	Assessment No. 323378 LOT: 1 TP: 173550G 69 TYSON RD HEYFIELD	Subdivision of the land into two lots.	Permit Issued by Delegate of Resp/Auth 16/08/2022
229-3.00/2021	2/08/2022	Assessment No. 319376 LOT: 2 PS: 215221B 75 MAFFRA RD HEYFIELD	Use & development for manufacturing sales and alter access to TZ2.	Permit Issued by Delegate of Resp/Auth 4/08/2022
438-3.00/2021	28/07/2022	Assessment No. 451112 LOT: 3 TP: 22335G 8,659 SOUTH GIPPSLAND ALBERTON	Buildings and works associated with construction of a dwelling.	Permit Issued by Delegate of Resp/Auth 2/08/2022
475-2.00/2021	15/08/2022	Assessment No. 104596 PTL: 1 PS: 537545L 14 VELORE RD KILMANY	Use & development of the land for a solar recycling centre.	Permit Issued by Delegate of Resp/Auth 29/08/2022
555-2.00/2021	10/08/2022	Assessment No. 74948 CA: 4 SEC: 27 10 FITZROY ST STRATFORD	Two lot subdivision of the land.	Permit Issued by Delegate of Resp/Auth 15/08/2022
601-1.00/2021	17/12/2021	Assessment No. 324806 LOT: 2 TP: 375184E LICOLA RD GLENMAGGIE	3 lot subdivision	Permit Issued by Delegate of Resp/Auth 15/08/2022
602-1.00/2021	17/12/2021	Assessment No. 217448 LOT: 680 LP: 52648 56 ASTRO AVE GOLDEN BEACH	B & W associated with construction of a dwelling and an outbuilding	Permit Issued by Delegate of Resp/Auth 24/08/2022
609-2.00/2021	29/06/2022	Assessment No. 224329 PC: 173023 21 BERNADETTE AVE LOCH SPORT	Subdivision of the land into two lots.	Permit Issued by Delegate of Resp/Auth 3/08/2022
24-2.00/2022	29/07/2022	Assessment No. 351239 LOT: 181 LP: 54201 1 MT BRADLEY ST COONGULLA	Buildings and works associated with the construction of a dwelling.	No Permit Required 10/08/2022

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Application No/Year	Date Received	Property Title & Address	Proposal	Status
79-1.00/2022	24/02/2022	Assessment No. 280537 LOT: 14 PS: 13074 27 MCLOUGHLINS RD MCLOUGHLINS BEACH	Buildings and works associated with construction of a dwelling.	Permit Issued by Delegate of Resp/Auth 8/08/2022
99-1.00/2022	8/03/2022	Assessment No. 445551 PTL: 1 PS: 729797M 4/2 DAWSON ST SALE	Use of land/indoor recreation facility (group fitness class).	Permit Issued by Delegate of Resp/Auth 25/08/2022
106-1.00/2022	11/03/2022	Assessment No. 403105 LOT: 4 PS: 530598B 81 KILLEEN ST STRATFORD	Subdivision of the land into 3 lots and removal of native vegetation.	Permit Issued by Delegate of Resp/Auth 19/08/2022
150-1.00/2022	1/04/2022	Assessment No. 245605 LOT: 4 LP: 60846 21 VICTORIA ST LOCH SPORT	Subdivision of the land into two lots.	Permit Issued by Delegate of Resp/Auth 26/08/2022
158-1.00/2022	4/04/2022	Assessment No. 1081 LOT: 219 LP: 53749 17 CAMPBELL CT SALE	Subdivision of the land into 2 lots.	Permit Issued by Delegate of Resp/Auth 23/08/2022
165-1.00/2022	6/04/2022	Assessment No. 283192 LOT: 1 TP: 905811D 82 POUND RD YARRAM	2 lot Re-subdivision of the land.	Permit Issued by Delegate of Resp/Auth 26/08/2022
169-2.00/2022	8/08/2022	Assessment No. 233213 PC: 163838 14-16 KOOKABURRA ST LOCH SPORT	Two lot subdivision of the land.	Permit Issued by Delegate of Resp/Auth 10/08/2022
186-1.00/2022	21/04/2022	Assessment No. 229674 LOT: 2481 LP: 70939 18 ELIZABETH CT LOCH SPORT	Buildings and works associated with a dwelling, outbuilding and fence.	Permit Issued by Delegate of Resp/Auth 19/08/2022
218-1.00/2022	11/05/2022	Assessment No. 12021 LOT: 1 TP: 834387H 360-362 RAYMOND ST SALE	Use of the land for a Liquor Licence.	Permit Issued by Delegate of Resp/Auth 19/08/2022
232-1.00/2022	20/05/2022	Assessment No. 239129 LOT: 2317 LP: 70939 9 PELICAN ST LOCH SPORT	Buildings and works associated with construction of a car port.	Permit Issued by Delegate of Resp/Auth 26/08/2022
243-1.00/2022	26/05/2022	Assessment No. 455030 PC: 380814U 17 CHURCH RD MUNRO	Buildings and works associated with a dwelling.	Permit Issued by Delegate of Resp/Auth 5/08/2022
248-1.00/2022	30/05/2022	Assessment No. 280511 LOT: 12 PS: 13074 23 MCLOUGHLINS RD MCLOUGHLINS BEACH	Buildings and works associated with construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 1/08/2022

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Application No/Year	Date Received	Property Title & Address	Proposal	Status
253-1.00/2022	31/05/2022	Assessment No. 453340 LOT: 146 PS: 749073U 2 WYND ST SALE	Use of land for Display Home, car parking and advertising signages.	Permit Issued by Delegate of Resp/Auth 3/08/2022
263-2.00/2022	2/08/2022	Assessment No. 207365 CA: 16 SEC: A 6,281 SOUTH GIPPSLAND LONGFORD	Buildings and works associated with construction of two farm sheds.	Permit Issued by Delegate of Resp/Auth 19/08/2022
273-1.00/2022	14/06/2022	Assessment No. 438242 LOT: 1 PS: 743752F 950 BUNDALAGUAH RD BUNDALAGUAH	Building & works associated with extension to existing dwelling.	Permit Issued by Delegate of Resp/Auth 17/08/2022
283-1.00/2022	17/06/2022	Assessment No. 447300 LOT: 1 TP: 180958G 7 ALBERT ST PORT ALBERT	Buildings & works associated with construction of a dwelling.	Permit Issued by Delegate of Resp/Auth 16/08/2022
289-1.00/2022	21/06/2022	Assessment No. 361717 LOT: 2 PS: 626528Q 633 MAFFRA-NEWRY RD MAFFRA	Buildings & works associated with the extension to existing dwelling.	Permit Issued by Delegate of Resp/Auth 31/08/2022
290-1.00/2022	21/06/2022	Assessment No. 255539 LOT: 759 LP: 40160 25 FIFTH AVE PARADISE BEACH	Buildings and works associated with the construction of a DPU and shed	Permit Issued by Delegate of Resp/Auth 31/08/2022
291-1.00/2022	22/06/2022	Assessment No. 408138 LOT: 5 PS: 717866M PRINCES HWY FULHAM	Buildings & works associated with the construction of a dwelling.	Permit Issued by Delegate of Resp/Auth 25/08/2022
292-1.00/2022	22/06/2022	Assessment No. 420943 LOT: 2 PS: 642263K 46A IBIS WAY LONGFORD	Buildings & works associated with the construction of a dwelling.	Permit Issued by Delegate of Resp/Auth 5/08/2022
295-1.00/2022	23/06/2022	Assessment No. 231886 PC: 161856P 48-50 GOVERNMENT RD LOCH SPORT	Buildings & works associated with construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 19/08/2022
296-1.00/2022	22/06/2022	Assessment No. 330365 LOT: 3 PS: 62307 WEIR RD HEYFIELD	Use & development of the land for construction of a dwelling.	Permit Issued by Delegate of Resp/Auth 23/08/2022
298-1.00/2022	23/06/2022	Assessment No. 427823 LOT: 2 PS: 717808C 7 BRUCE ST HEYFIELD	Two lot subdivision of the land.	Permit Issued by Delegate of Resp/Auth 26/08/2022
299-1.00/2022	23/06/2022	Assessment No. 79293 LOT: 1 LP: 98732 25 WELLSFORD ST STRATFORD	2 lot subdivision of the land & construction of 2 dwellings.	Permit Issued by Delegate of Resp/Auth 19/08/2022

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Application No/Year	Date Received	Property Title & Address	Proposal	Status
303-1.00/2022	24/06/2022	Assessment No. 119032 PC: 363658D 59 GOLDEN BEACH DR GOLDEN BEACH	Buildings & works assoc with construction of a dwelling & outbuilding.	Permit Issued by Delegate of Resp/Auth 1/08/2022
304-1.00/2022	27/06/2022	Assessment No. 338004 LOT: 132 LP: 9946 74 KNIGHT ST MAFFRA	2 Lot Subdivision of the land.	Permit Issued by Delegate of Resp/Auth 12/08/2022
305-1.00/2022	28/06/2022	Assessment No. 454827 LOT: 1 PS: 833228X 229 LIND AVE DARGO	Buildings and works associated with the construction of a dwelling.	Permit Issued by Delegate of Resp/Auth 26/08/2022
307-1.00/2022	28/06/2022	Assessment No. 217349 LOT: 670 LP: 52648 36 ASTRO AVE GOLDEN BEACH	Buildings and works associated with the construction of a dwelling.	Permit Issued by Delegate of Resp/Auth 11/08/2022
309-1.00/2022	30/06/2022	Assessment No. 239954 LOT: 364 LP: 50201 34 SANCTUARY RD LOCH SPORT	Buildings and works associated with the construction of a dwelling.	Permit Issued by Delegate of Resp/Auth 19/08/2022
319-1.00/2022	7/07/2022	Assessment No. 369512 CA: 8A 351 MAXFIELDS RD FLYNNS CREEK	Buildings & works associated with the construction of a dwelling.	Permit Issued by Delegate of Resp/Auth 18/08/2022
322-1.00/2022	11/07/2022	Assessment No. 361063 LOT: 2 PS: 620571W 88 LOWER NEWRY RD NEWRY	Buildings & works associated with construction of a farm shed.	Permit Issued by Delegate of Resp/Auth 18/08/2022
324-2.00/2022	22/08/2022	Assessment No. 86041 PC: 361615J 85 SOMERTON PARK ESTATE CŌBAINS	Buildings & works associated with construction of a farm shed.	Permit Issued by Delegate of Resp/Auth 31/08/2022
328-1.00/2022	18/07/2022	Assessment No. 440081 LOT: 2 PS: 745363G 29 GERRAND DR LONGFORD	Use of land for 2 Dwellings.	Permit Issued by Delegate of Resp/Auth 5/08/2022
330-1.00/2022	19/07/2022	Assessment No. 1131 LOT: 214 LP: 53749 7 CAMPBELL CT SALE	Buildings and works associated with the construction of two dwellings.	Permit Issued by Delegate of Resp/Auth 1/08/2022
331-1.00/2022	19/07/2022	Assessment No. 287904 LOT: 1 PS: 111946 30 GLOSTERS RD WONYIP	Buildings & Works associated with the construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 24/08/2022
338-1.00/2022	22/07/2022	Assessment No. 258335 LOT: 1097 LP: 40160 156 SEVENTH AVE PARADISE BEACH	Buildings & works associated with construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 2/08/2022

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Application No/Year	Date Received	Property Title & Address	Proposal	Status
339-1.00/2022	22/07/2022	Assessment No. 432096 LOT: 2 PS: 613342D MOROKA RD VALENCIA CREEK	Buildings and works associated with the construction of a farm shed.	Permit Issued by Delegate of Resp/Auth 2/08/2022
342-1.00/2022	22/07/2022	Assessment No. 300616 PTL: 2 PS: 326920 14 NICOLS RD YARRAM	B&Ws associated with the construction of a farm building(dairy).	Permit Issued by Delegate of Resp/Auth 1/08/2022
345-1.00/2022	25/07/2022	Assessment No. 364117 LOT: 1 PS: 16470 545 RIVERSDALE RD RIVERSLEA	Buildings and works associated with the construction of a farm shed.	Permit Issued by Delegate of Resp/Auth 4/08/2022
346-1.00/2022	25/07/2022	Assessment No. 269290 LOT: 1 TP: 615579V 239 ALBERT RIVER RD STACEYS BRIDGE	Buildings & Works associated with the construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 12/08/2022
347-1.00/2022	26/07/2022	Assessment No. 224022 PC: 374958D 14-16 BERNADETTE AVE LOCH SPORT	Buildings & Works associated with the construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 9/08/2022
349-1.00/2022	27/07/2022	Assessment No. 268060 LOT: 1 PS: 526915Q 606 TARRA VALLEY RD DEVON NORTH	Buildings & Works associated with the construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 4/08/2022
349-2.00/2022	12/08/2022	Assessment No. 268060 LOT: 1 PS: 526915Q 606 TARRA VALLEY RD DEVON NORTH	Buildings & works associated with construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 16/08/2022
352-1.00/2022	27/07/2022	Assessment No. 244244 LOT: 2222 LP: 70939 85 TOORAK AVE LOCH SPORT	Buildings & Works associated with the construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 4/08/2022
355-1.00/2022	28/07/2022	Assessment No. 184028 LOT: 225 LP: 82059 2,389 SHORELINE DR THE HONEYSUCKLES	Buildings & Works associated with the construction two outbuildings.	Permit Issued by Delegate of Resp/Auth 10/08/2022
356-1.00/2022	28/07/2022	Assessment No. 447110 TP: 962569K 960 MAFFRA-SALE RD MYRTLEBANK	Buildings and works associated with the construction of a farm shed.	No Permit Required 4/08/2022
357-1.00/2022	29/07/2022	Assessment No. 81422 LOT: 2 PS: 547905A 537 AIRLY RD AIRLY	Buildings & Works associated with the construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 10/08/2022
358-1.00/2022	29/07/2022	Assessment No. 359828 LOT: 1 TP: 532093K 45 HOLTS LANE BUNDALAGUAH	Buildings & Works associated with the construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 15/08/2022

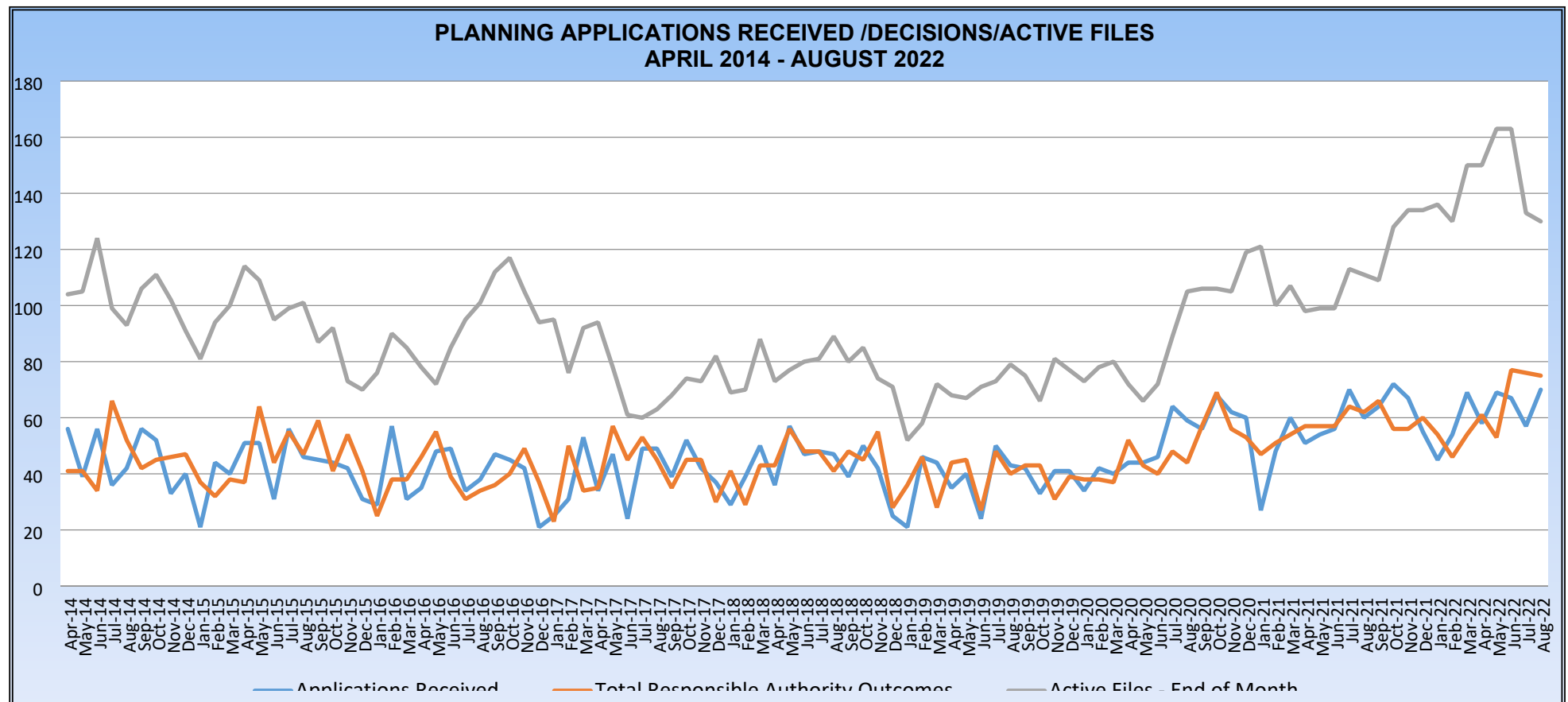
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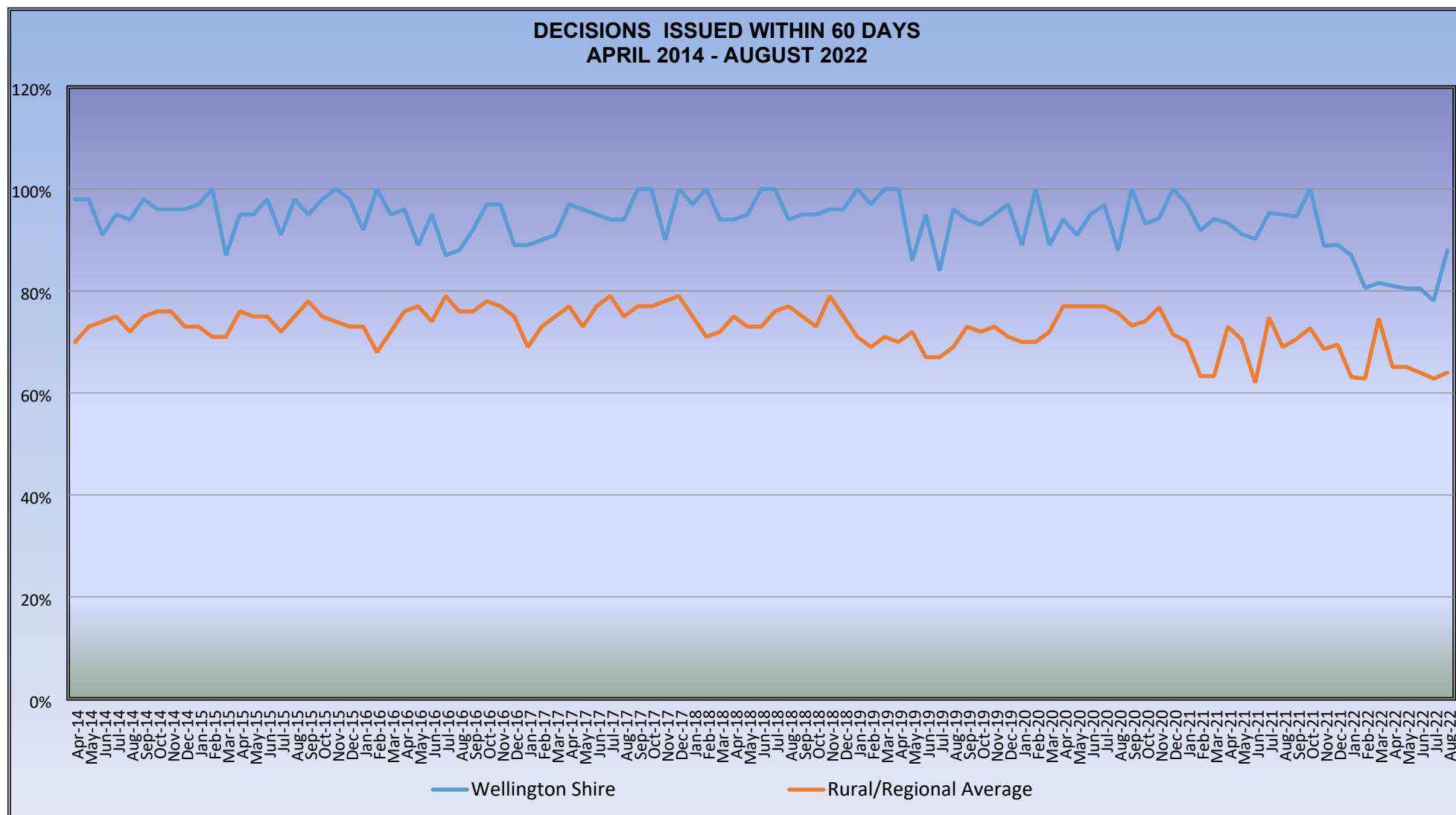
Application No/Year	Date Received	Property Title & Address	Proposal	Status
360-1.00/2022	29/07/2022	Assessment No. 256123 LOT: 1 TP: 168775K 36-36 SEVENTH AVE PARADISE BEACH	Buildings and Works associated with the construction of an outbuilding	Permit Issued by Delegate of Resp/Auth 15/08/2022
361-1.00/2022	1/08/2022	Assessment No. 351742 LOT: 374 LP: 55070 281 RYANS RD COONGULLA	Removal of an Easement.	Permit Issued by Delegate of Resp/Auth 4/08/2022
362-1.00/2022	1/08/2022	Assessment No. 70425 PTL: 2 PS: 547898T 64 MARLEY ST SALE	B&Ws associated with the installation of two shipping containers.	Permit Issued by Delegate of Resp/Auth 11/08/2022
363-1.00/2022	1/08/2022	Assessment No. 241075 LOT: 1207 LP: 58872 101 SEAGULL DR LOCH SPORT	Buildings & Works associated with the construction of 2 outbuildings.	Permit Issued by Delegate of Resp/Auth 4/08/2022
367-1.00/2022	2/08/2022	Assessment No. 10934 LOT: 1 PS: 336882M 72 PRINCES HWY SALE	B&Ws associated with construction & extension to existing building.	Permit Issued by Delegate of Resp/Auth 4/08/2022
371-1.00/2022	4/08/2022	Assessment No. 410555 LOT: 1 TP: 675944K 42 STATION ST YARRAM	Buildings and works associated with storage sheds.	Permit Issued by Delegate of Resp/Auth 12/08/2022
373-1.00/2022	4/08/2022	Assessment No. 435271 LOT: 1 PS: 734395E 10 BOND ST SALE	Buildings and works associated with the alteration of a front door.	Permit Issued by Delegate of Resp/Auth 18/08/2022
374-1.00/2022	5/08/2022	Assessment No. 14753 LOT: 1 TP: 372208J 111-113 STAWELL ST SALE	Buildings and works associated with the construction of an outbuilding	Permit Issued by Delegate of Resp/Auth 15/08/2022
375-1.00/2022	5/08/2022	Assessment No. 323592 PTP: 2 TP: 231092Q 1 PORTAS MILL LANE HEYFIELD	Buildings & works assoc with construction of an industrial building.	Permit Issued by Delegate of Resp/Auth 22/08/2022
376-1.00/2022	8/08/2022	Assessment No. 242321 PC: 165051 65 THE BOULEVARD LOCH SPORT	Buildings & works associated with construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 17/08/2022
377-1.00/2022	8/08/2022	Assessment No. 453258 LOT: 810 LP: 55692 39 CARROLL ST LOCH SPORT	Buildings & works associated with construction of an outbuilding.	Refusal Issued by Delegate of Respo/Auth 22/08/2022
382-1.00/2022	11/08/2022	Assessment No. 301481 LOT: 1 TP: 222668 59 ALFRED ST MAFFRA	Buildings & works associated with the construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 17/08/2022

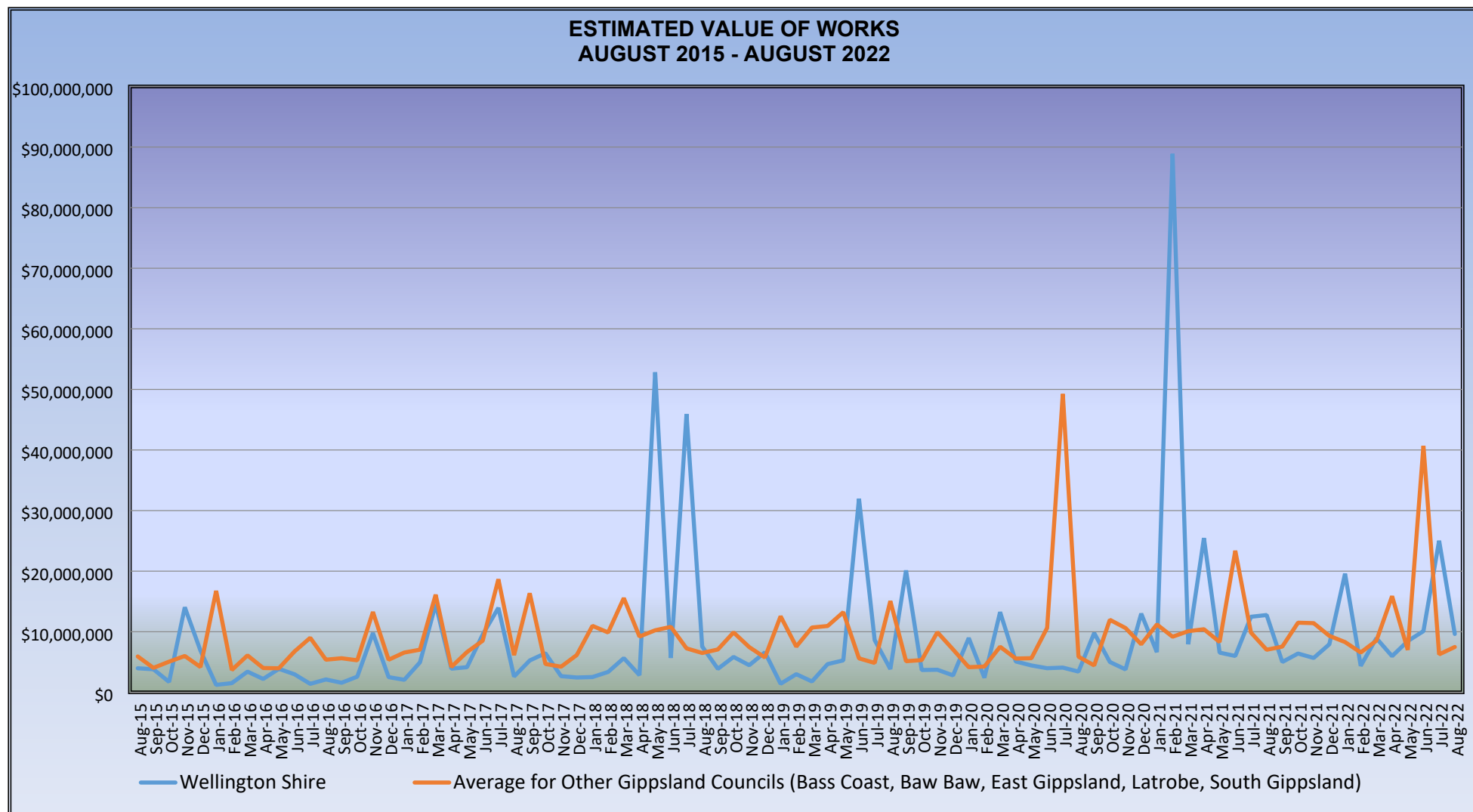
ATTACHMENT 14.2.1

Application No/Year	Date Received	Property Title & Address	Proposal	<u>Status</u>
388-1.00/2022	15/08/2022	Assessment No. 263046 LOT: 2 PS: 144854 3 BYRNES RD WOODSIDE BEACH	Buildings & works associated with the construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 25/08/2022
390-1.00/2022	16/08/2022	Assessment No. 243527 LOT: 2095 LP: 69874 44 TOORAK AVE LOCH SPORT	Buildings & works associated with construction of an extension.	Permit Issued by Delegate of Resp/Auth 25/08/2022
396-1.00/2022	18/08/2022	Assessment No. 82040 LOT: 1 TP: 116916M 196 BENGWORDEN RD COBAINS	Buildings & works associated with the construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 31/08/2022
399-1.00/2022	22/08/2022	Assessment No. 226167 LOT: 830 LP: 55692 2 CARROLL ST LOCH SPORT	Buildings & works associated with construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 30/08/2022

Total No of Decisions Made: 75







14.3. QUARTERLY STRATEGIC LAND USE PLANNING UPDATE - Q3 2022

ACTION OFFICER: MANAGER LAND USE PLANNING

PURPOSE

To update Council on the strategic land use planning work program for the third quarter July to September 2022.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council receive the third 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), the Councillor representation for which was appointed by Council at the Ordinary Council meeting of 7 December 2021 at agenda item 11.2 'Appointment of Committees & Delegates 2021/22'.

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 [14.3.1 - 7 pages]

OPTIONS

Council has the following options available:

1. Receive the third quarterly update on the strategic land use planning work program;
or
2. Not receive the third 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 third 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 2021-25 Theme 2 “Economy and Sustainable Growth” states the following strategic outcome:

Strategic Outcome 2.1: *"A diverse economy that creates jobs and opportunities."*

Strategic Outcome 2.3: *"An increase in variety of housing choice to support equitable access to housing."*

This report supports the above Council Plan strategic outcomes.

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.

ATTACHMENT 1

Current Planning Projects and Amendments

Current Strategic Planning Projects

North Sale Developer Contributions Plan Priority: High Anticipated completion: 22/23
Status
<p>The North Sale Development Plan was formally adopted by Council in April 2018.</p> <p>An associated draft '<i>Infrastructure Funding Arrangement</i>' (IFA) has now been prepared.</p> <p>The IFA seeks to equitably apportion costs associated with the provision of key infrastructure items such as highway intersections, roundabouts, and drainage, across the whole of the growth area.</p> <p>A copy of the draft IFA was distributed to all landowners within the growth area for comment and 'one-on-one' information sessions with Mesh Planning consultants offered to interested parties. Meetings were held with several interested parties to explain the IFA and its content.</p> <p>All feedback received in response to the draft IFA has now been considered and where appropriate to do so, will be used to inform a final report. A final report is now being prepared for Council's consideration in due course.</p>
West Sale and Wurruk Industrial Land Strategy – Technical Report Preparation Priority: High Anticipated completion: 22/23
Status
<p>The '<i>West Sale and Wurruk Industrial Land Supply Strategy (April 2018)</i>', (the Strategy) was formally adopted by Council at its ordinary 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 and required to be addressed prior to the development of 55Ha of industrial land (to the east of the West Sale Airport).</p> <p>With funding from the Victorian Planning Authority via the '<i>Streamlining for Growth</i>' program, consultants Urban Enterprise have been preparing the technical report, which will ultimately 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 several matters that continue to be investigated and are required to be resolved. 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: 22/23
Status <p>The ‘<i>Port of Sale East Bank Redevelopment Study</i>’, (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.</p> <p>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.</p> <p>The Study will also inform and complement work associated with the ‘<i>Port of Sale Precinct Masterplan Review</i>’ which was formally adopted by Council in October 2021.</p>
Maffra Structure Plan Implementation Priority: High Anticipated completion: 22/23
Status <p>Following a lengthy and detailed structure planning process, the final <i>Maffra Structure Plan (April 2022)</i> (the Structure Plan) was formally adopted by Council at the Ordinary meeting of 17 May 2022.</p> <p>Background work is currently underway to prepare the strategic justification required to support the formal introduction of the Structure Plan into the Wellington Planning Scheme via a future Planning Scheme Amendment.</p> <p>Work has also commenced on the preparation of a funding mechanism to equitably apportion costs associated with the provision of key infrastructure items such as highway intersections and drainage, to support the future growth areas identified in the Structure Plan.</p>
Review of Planning Controls - RAAF Base East Sale Priority: Low/Medium Anticipated completion: 22/23
Status <p>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.</p>

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

Wellington Growth Management Strategy

Priority: Medium

Anticipated completion: 23/24

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.

Funding and Procurement of Public Infrastructure Works Policy

Priority: High

Anticipated completion: 22/23

Status

At the Council Meeting of 1 February 2022, Council resolved to adopt the '*Residential Stocktake and Facilitation Strategy Report*' (Report).

A key recommendation of the Report was the preparation of a formal Wellington-specific policy to provide a transparent and logical basis for future Council decisions relating to the possible 'forward funding' of key development infrastructure (with shared public benefit) to better expedite greenfield growth across the Shire.

A draft Council Policy based on an approach adopted by Shepperton City Council, was subsequently prepared.

The *‘Funding and Procurement of Public Infrastructure Works Policy’* was formally adopted by Council at the Ordinary Meeting of 3 May 2022.

Implementation of the Policy is subject to the outcome of a current funding bid lodged with the *‘National Housing Infrastructure Facility Fund’*.

Renewable Energy Impact and Readiness Study

Priority: High

Anticipated Completion: 22/23

Status

The primary focus of the Study is to determine the readiness of key towns in the southern area of the Shire to service and support new renewable energy project proposals. This includes understanding spatial implications of the Study Projects for the southern area alongside residential and industrial land demand and supply conditions and existing infrastructure challenges.

A secondary focus of the Study is to investigate economic issues and opportunities associated with the Study Projects, such as skills needs, business opportunities and supply chain requirements across the municipality and region.

Consultation with key stakeholders and renewable energy proponents is now well advanced, with a draft report expected to be completed in late November 2022.

Current Council Initiated 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: 22/23

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 governments, '*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 formally proceed with Amendment C109.

Authorisation to proceed with and formally exhibit the Amendment was sought from the Minister for Planning on 24 May 2022 and attained on 30 June 2022.

Exhibition of the Amendment took place between 4 August and 5 September 2022, with no submissions being lodged in response to public notification. At the time of writing, a report is to go to the Ordinary Council meeting of 4 October 2022 seeking a Council resolution to adopt Amendment C109 and apply to the Minister for Planning for formal Approval.

Current Privately Initiated 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.

Work continues to resolve the (complex) issue of Native Title on the site, which currently prevents the sale of the land for redevelopment purposes.

C114: Rezoning of land to the East of Cobains Estate

Priority: High

Anticipated completion: 22/23

Status

Amendment C114 proposes the rezoning of approximately 18Ha of land directly to the east of the existing Cobains Estate, North Sale from the Farming Zone (FZ) to the General Residential Zone (GRZ) and the application of a Development Plan Overlay on the land to facilitate the aims and objectives of the adopted North Sale Development Plan (2018).

The Amendment also proposes the rezoning of 3Ha of FZ land to the north of the existing commercially zoned land located on the Princes Highway, to the GRZ.

The rezonings will potentially provide an indicative yield of 252 urban residential lots.

At the Ordinary meeting of 21 June 2022 Council resolved to seek Authorisation from the Minister for Planning to formally progress Amendment C114.

Subject to finalising a number of outstanding matters raised by statutory authorities, a request for formal Authorisation to proceed with Amendment C114 will be sought from the Minister for Planning with a period of public exhibition to follow.

C115: Rezoning of Area 11, North Sale

Priority: High

Anticipated completion: 22/23

Status

Under the provisions of Section 96A of the *Planning and Environment Act 1987*, Amendment C115 proposes both the rezoning of 9.1Ha of land to the west of the existing Glenhaven Estate, North

Sale from the Farming Zone (FZ) to the General Residential Zone (GRZ) and the consideration of an associated planning permit to subdivide the land into 84 lots.

At the Ordinary meeting of 21 June 2022 Council resolved to seek Authorisation from the Minister for Planning to formally progress Amendment C115.

A request for formal Authorisation to prepare and exhibit Amendment C115 and associated draft Planning Permit was lodged with the Minister for Planning on 20 September 2022. A decision on the request is currently awaited.

C116: Rezoning of Precincts 9 & 10, Longford Development Plan, Longford

Priority: High

Anticipated completion: 22/23

Status

Amendment C116 proposes the rezoning of approximately 150Ha of land from the Farming Zone to the Rural Living Zone - Schedule 5 (Minimum subdivision area 0.6Ha) and the application of a Development Plan Overlay to require the preparation of a Precinct-Plan in accordance with the requirements of the Longford Development Plan. The proposed new zoning of Rural Living Zone Schedule 5 (RLZ5) would facilitate the development of approximately 180 new rural-residential allotments in future.

At the Ordinary Council Meeting of 21 June 2022, Council resolved to seek Authorisation from the Minister for Planning to formally progress Amendment C116.

A request for Authorisation was made to the Minister for Planning on 5 September 2022. Correspondence received from a delegate of the Minister for Planning on 14 September 2022 advised Council that a decision on the request will be made pending further review.

15. GENERAL MANAGER BUILT AND NATURAL ENVIRONMENT

15.1. NAMBROK RECREATION RESERVE MULTI-PURPOSE COURTS CONSTRUCTION

ACTION OFFICER: MANAGER ASSETS AND PROJECTS

PURPOSE

The purpose of this report is for Council to consider entering into a contract for the redevelopment of the Nambrok tennis courts including constructing one multi-use court.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That:

- 1. Council adopt the recommendations contained in the attached confidential Tender Evaluation Report of the Council Meeting Agenda for Contract 2023-020 Nambrok Tennis and Multi-Purpose Court Renewal; and***
- 2. The information contained in the confidential attachment Contract 2023-020 Nambrok Tennis and Multi-Purpose Court Renewal and designated confidential under Section 3(1) Confidential Information of the Local Government Act 2020 by the General Manager Built and Natural Environment on 7 October 2022 because it relates to the following grounds: (g)(ii) 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 tenderer can be made public.***

BACKGROUND

The existing tennis and netball courts at the Nambrok Recreation Reserve are in poor condition and require attention. This project will redevelop the existing four tennis courts to provide a multipurpose space to service both tennis and netball and provide lighting for both sports.

Nambrok Recreation Reserve is home to the Nambrok Junior Football Club and fields six netball teams in the Sale Netball Association (across the junior and senior grades). While the Sale Netball Association competition is held at the Gippsland Regional Sporting Complex the Nambrok netball teams all train at the Nambrok Recreation Reserve.

Nambrok Tennis Club have 46 active and 13 social participants and conduct junior, men's and women's programs with competition games played at Nambrok.

Accordingly, a tender was advertised for these works and has been evaluated and a contract has now been prepared for Council's consideration.

ATTACHMENTS

1. Confidential Header Nambrok Recreation Reserve Multi Purpose Courts Construction [15.1.1 - 1 page]
2. CONFIDENTIAL REDACTED - Contract 2023-020 Nambrok Tennis- Multi- Purpose Courts Tender Evaluation Report [15.1.2 - 6 pages]

OPTIONS

Council has the following options available:

1. Adopt the recommendations contained in the attached confidential Tender Evaluation Report for Contract 2023-020 Nambrok Tennis and Multi-Purpose Court Renewal; or
2. Not enter into a contract and not proceed with these works at this time.

PROPOSAL

That Council adopt the recommendations contained in the attached confidential Tender Evaluation Report for Contract 2023-020 Nambrok Tennis and Multi-Purpose Court Renewal.

CONFLICT OF INTEREST

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

COLLABORATION

Pursuant to section 109(2) of the *Local Government Act 2020*, no collaborative opportunities have been identified for this one-off project.

FINANCIAL IMPACT

These works have been budgeted for under the 2022-2023 capital works program with \$496,000 being funded through the Female Friendly Facilities Program of Sport and Recreation Victoria and \$40,000 being contributed by the local community.

COMMUNICATION IMPACT

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

LEGISLATIVE IMPACT

Wellington Shire Council is committed to ensuring the Contract tendering process complies with the *Local Government Act 1989*, *Local Government Act 2020* and the Victorian Local Government Code of Tendering.

COUNCIL POLICY IMPACT

These works are in line with Council's policies of maintaining and enhancing Council's infrastructure.

COUNCIL PLAN IMPACT

The Council Plan 2021-25 Theme 4 "Services and Infrastructure" states the following strategic outcome:

Strategic Outcome 4.3: *"Well planned and sustainable towns, facilities, and infrastructure that service community need."*

This report supports the above Council Plan strategic outcome.

RESOURCES AND STAFF IMPACT

This project will be undertaken with the resources of the Assets and Projects unit.

COMMUNITY IMPACT

These works will have a positive community impact due to aging infrastructure being replaced to a high standard and including one multi-purpose court in the redevelopment.

ENVIRONMENTAL IMPACT

This project will have minimal environmental impact, with the contractors providing an Environmental Management Plan which will be strictly monitored.

ENGAGEMENT IMPACT

Wellington Shire Council's standard consultation practices will be implemented on this project.

RISK MANAGEMENT IMPACT

It is considered that the proposed contract works will not expose Wellington Shire Council to any significant risks. All Occupational Health and Safety risks will be discussed with the contractor and allocated to the party in the best position to manage each risk.



WELLINGTON

SHIRE COUNCIL

The Heart of Gippsland

ORDINARY COUNCIL MEETING 18 OCTOBER 2022

On this day, 7 October 2022, in accordance with Section 3(1) of the *Local Government Act 2020*; I, Chris Hastie, General Manager Built and Natural Environment declare that the information contained in the attached **CONTRACT 2023-020 NAMBROK RECREATION RESERVE MULTI PURPOSE COURTS CONSTRUCTION** is confidential because it relates to the following grounds under Section 3(1) of the *Local Government Act 2020*:

(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;

.....
CHRIS HASTIE, GENERAL MANAGER BUILT AND NATURAL ENVIRONMENT

15.2. GREAT SOUTHERN RAIL TRAIL CONSTRUCTION

ACTION OFFICER: MANAGER ASSETS AND PROJECTS

PURPOSE

The purpose of this report is for Council to consider entering into a contract for the construction of 21 km of the pavement for the Great Southern Rail Trail between Welshpool and Alberton.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That:

- 1. Council adopt the recommendations contained in the attached confidential Tender Evaluation Report of the Council Meeting Agenda for Contract 2023-017 Great Southern Rail Trail Pavement Construction Works; and***
- 2. The information contained in the confidential attachment Contract 2023-017 Great Southern Rail Trail Pavement Construction Works and designated confidential under Section 3(1) Confidential Information of the Local Government Act 2020 by the General Manager Built and Natural Environment on 07 October 2022 because it relates to the following grounds: (g)(ii) 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 tenderer can be made public.***

BACKGROUND

This contract is to undertake the pavement construction of 21 km of the Great Southern Rail Trail between Welshpool in South Gippsland Shire and Alberton in Wellington Shire. Once complete this rail trail will become one of the longest rail trails in Australia.

The current trail commences in Leongatha and is constructed to Welshpool and is being extended to the west to Korumburra and then on to Nyora. In Wellington the trail is constructed from Alberton into Yarram and will also link up with the Tarra Trail which runs into Port Albert.

Two additional contracts have been advertised for bridge construction and bridge rehabilitation works.

Accordingly, a tender was advertised for the trail pavement works, which has now been evaluated and a contract has been prepared for Council's consideration.

ATTACHMENTS

1. Confidential Header Great Southern Rail Trail Construction [**15.2.1** - 1 page]
2. CONFIDENTIAL REDACTED - Contract 2023-017 Great Southern Rail Trail Track Construction Tender Evaluation Report [**15.2.2** - 7 pages]

OPTIONS

Council has the following options available:

1. Adopt the recommendations contained in the attached confidential Tender Evaluation Report for Contract 2023-017 Great Southern Rail Trail Pavement Construction Works; or
2. Not enter into a contract and not proceed with these works at this time.

PROPOSAL

That Council adopt the recommendations contained in the attached confidential Tender Evaluation Report for Contract 2023-017 Great Southern Rail Trail Pavement Construction Works.

CONFLICT OF INTEREST

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

COLLABORATION

Pursuant to section 109(2) of the *Local Government Act 2020*, collaborative opportunities have been identified for this tender with South Gippsland Shire Council. Wellington Shire Council will be the lead Council for this contract.

FINANCIAL IMPACT

These works are predominately funded from a \$6,000,000 grant from the Victorian Department of Jobs, Precincts and Regions, Regional Infrastructure Fund with contributions from South Gippsland Shire and Wellington Shire and have been budgeted for under the 2022-2023 capital works program.

COMMUNICATION IMPACT

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

LEGISLATIVE IMPACT

Wellington Shire Council is committed to ensuring the Contract tendering process complies with the *Local Government Act 1989*, *Local Government Act 2020* and the Victorian Local Government Code of Tendering.

COUNCIL POLICY IMPACT

These works are in line with Council's policies of maintaining and enhancing Council's infrastructure.

COUNCIL PLAN IMPACT

The Council Plan 2021-25 Theme 4 "Services and Infrastructure" states the following strategic outcome:

Strategic Outcome 4.3: *"Well planned and sustainable towns, facilities, and infrastructure that service community need."*

Strategic Outcome 4.4: *"Safe and well-used transport connections across all modes of travel."*

This report supports the above Council Plan strategic outcomes.

RESOURCES AND STAFF IMPACT

This project will be undertaken with the resources of the Assets and Projects unit.

COMMUNITY IMPACT

These works will have a positive community impact by linking the two current rail trails into one, as the current rail trail terminates at Alberton in Wellington and in Welshpool in South Gippsland Shires respectively.

ENVIRONMENTAL IMPACT

This impact will have minimal environmental impact, with the contractors providing an Environmental Management Plan which will be strictly monitored.

ENGAGEMENT IMPACT

Wellington Shire Council's standard consultation practices will be implemented on this project.

RISK MANAGEMENT IMPACT

It is considered that the proposed contract works will not expose Wellington Shire Council to any significant risks. All Occupational Health and Safety risks will be discussed with the contractor and allocated to the party in the best position to manage each risk.



WELLINGTON

SHIRE COUNCIL

The Heart of Gippsland

ORDINARY COUNCIL MEETING 18 OCTOBER 2022

On this day, 7 October 2022, in accordance with Section 3(1) of the *Local Government Act 2020*; I, Chris Hastie, General Manager Built and Natural Environment declare that the information contained in the attached **CONTRACT 2023-017 GREAT SOUTHERN RAIL TRAIL CONSTRUCTION** is confidential because it relates to the following grounds under Section 3(1) of the *Local Government Act 2020*:

(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;

.....
CHRIS HASTIE, GENERAL MANAGER BUILT AND NATURAL ENVIRONMENT

15.3. GREAT SOUTHERN RAIL TRAIL BRIDGE REPLACEMENT PACKAGE 1 - SMALL

ACTION OFFICER: MANAGER ASSETS AND PROJECTS

PURPOSE

The purpose of this report is for Council to consider entering into a contract for the replacement of the small bridges for the Great Southern Rail Trail between Welshpool and Alberton.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That:

- 1. Council adopt the recommendations contained in the attached confidential Tender Evaluation Report of the Council Meeting Agenda for Contract 2023-015 Great Southern Rail Trail Bridge Replacement Package 1 – Smaller Bridges; and***
- 2. The information contained in the confidential attachment Contract 2023-015 Great Southern Rail Trail Bridge Replacement Package 1 – Smaller Bridges and designated confidential under Section 3(1) Confidential Information of the Local Government Act 2020 by the General Manager Built and Natural Environment on 7 October 2022 because it relates to the following grounds: (g)(ii) 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 tenderer can be made public.***

BACKGROUND

This contract is to undertake the replacement of the smaller bridges on the Great Southern Rail Trail between Welshpool in South Gippsland Shire and Alberton in Wellington Shire. Once complete this rail trail will become one of the longest rail trails in Australia.

The current trail commences in Leongatha and is constructed to Welshpool and is being extended to the west to Korumburra and then on to Nyora. In Wellington the trail is constructed from Alberton into Yarram and will also link up with the Tarra Trail which runs into Port Albert.

Two additional contracts have been advertised, one for the pavement construction of the trail and the other for the larger bridge construction and rehabilitation.

Accordingly, a tender was advertised for the small bridge replacement works, which has now been evaluated and a contract has been prepared for Council's consideration.

ATTACHMENTS

1. Confidential Header Great Southern Rail Trail Bridge Replacement Package 1 Smaller Bridges [**15.3.1** - 1 page]
2. CONFIDENTIAL REDACTED - Contract 2023-015 Great Southern Rail Trail Bridge Replacement Package 1 - Smaller Bridges Tender Evaluation Report [**15.3.2** - 7 pages]

OPTIONS

Council has the following options available:

1. Adopt the recommendations contained in the attached confidential Tender Evaluation Report for Contract 2023-015 Great Southern Rail Trail Bridge Replacement Package 1 - Smaller Bridges; or
2. Not enter into a contract and not proceed with these works at this time.

PROPOSAL

That Council adopt the recommendations contained in the attached confidential Tender Evaluation Report for Contract 2023-015 Great Southern Rail Trail Bridge Replacement Package 1 – Smaller Bridges.

CONFLICT OF INTEREST

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

COLLABORATION

Pursuant to section 109(2) of the *Local Government Act 2020*, collaborative opportunities have been identified for this tender with South Gippsland Shire Council. Wellington Shire Council will be the lead Council for this contract.

FINANCIAL IMPACT

These works are predominately funded from a \$6,000,000 grant from the Victorian Department of Jobs, Precincts and Regions, Regional Infrastructure Fund with contributions from South Gippsland Shire and Wellington Shire and have been budgeted for under the 2022-2023 capital works program.

COMMUNICATION IMPACT

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

LEGISLATIVE IMPACT

Wellington Shire Council is committed to ensuring the Contract tendering process complies with the *Local Government Act 1989*, *Local Government Act 2020* and the Victorian Local Government Code of Tendering.

COUNCIL POLICY IMPACT

These works are in line with Council's policies of maintaining and enhancing Council's infrastructure.

COUNCIL PLAN IMPACT

The Council Plan 2021-25 Theme 4 "Services and Infrastructure" states the following strategic outcome:

Strategic Outcome 4.3: *"Well planned and sustainable towns, facilities, and infrastructure that service community need."*

Strategic Outcome 4.4: *"Safe and well-used transport connections across all modes of travel."*

This report supports the above Council Plan strategic outcomes.

RESOURCES AND STAFF IMPACT

This project will be undertaken with the resources of the Assets and Projects unit.

COMMUNITY IMPACT

These works will have a positive community impact by linking the two current rail trails into one, as the current rail trail terminates at Alberton in Wellington and in Welshpool in South Gippsland Shires respectively.

ENVIRONMENTAL IMPACT

This impact will have minimal environmental impact, with the contractors providing an Environmental Management Plan which will be strictly monitored.

ENGAGEMENT IMPACT

Wellington Shire Council's standard consultation practices will be implemented on this project.

RISK MANAGEMENT IMPACT

It is considered that the proposed contract works will not expose Wellington Shire Council to any significant risks. All Occupational Health and Safety risks will be discussed with the contractor and allocated to the party in the best position to manage each risk.



WELLINGTON

SHIRE COUNCIL

The Heart of Gippsland

ORDINARY COUNCIL MEETING 18 OCTOBER 2022

On this day, 7 October 2022, in accordance with Section 3(1) of the *Local Government Act 2020*; I, Chris Hastie, General Manager Built and Natural Environment declare that the information contained in the attached **CONTRACT 2023/015 GREAT SOUTHERN RAIL TRAIL BRIDGE REPLACEMENT PACKAGE SMALL 1** is confidential because it relates to the following grounds under Section 3(1) of the *Local Government Act 2020*:

(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;

.....
CHRIS HASTIE, GENERAL MANAGER BUILT AND NATURAL ENVIRONMENT

15.4. GREAT SOUTHERN RAIL TRAIL BRIDGE REPLACEMENT PACKAGE 2 - LARGE

ACTION OFFICER: MANAGER ASSETS AND PROJECTS

PURPOSE

The purpose of this report is for Council to consider entering into a contract for the rehabilitation or replacement of the larger bridges on the Great Southern Rail Trail between Welshpool and Alberton.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That:

- 1. Council adopt the recommendations contained in the attached confidential Tender Evaluation Report of the Council Meeting Agenda for Contract 2023-016 Great Southern Rail Trail Bridge Replacement Package 2 – Large Bridges; and***
- 2. The information contained in the confidential attachment Contract 2023-016 Great Southern Rail Trail Bridge Replacement Package 2 – Large Bridges and designated confidential under Section 3(1) Confidential Information of the Local Government Act 2020 by the General Manager Built and Natural Environment on 7 October 2022 because it relates to the following grounds: (g)(ii) 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 tenderer can be made public.***

BACKGROUND

This contract is to undertake the rehabilitation/replacement of the larger bridges on the Great Southern Rail Trail between Welshpool in South Gippsland Shire and Alberton in Wellington Shire. Once complete this rail trail will become one of the longest rail trails in Australia.

The current trail commences in Leongatha and is constructed to Welshpool and is being extended to the west to Korumburra and then on to Nyora. In Wellington the trail is constructed from Alberton into Yarram and will also link up with the Tarra Trail which runs into Port Albert.

Two additional contracts have been advertised, one for the smaller bridge construction and rehabilitation and the other for the track pavement.

Accordingly, a tender was advertised for the larger bridge replacement works, which has now been evaluated and a contract has been prepared for Council's consideration.

ATTACHMENTS

1. Confidential Header Great Southern Rail Trail Bridge Replacement Package 1 Large [15.4.1 - 1 page]
2. CONFIDENTIAL REDACTED - Contract 2023-016 Great Southern Rail Trail Bridge Replacement Package 2 - Large Bridges Tender Evaluation Report [15.4.2 - 7 pages]

OPTIONS

Council has the following options available:

1. Adopt the recommendations contained in the attached confidential Tender Evaluation Report for Contract 2023-016 Great Southern Rail Trail Bridge Replacement Package 2 – Large Bridges; or
2. Not enter into a contract and not proceed with these works at this time.

PROPOSAL

That Council adopt the recommendations contained in the attached confidential Tender Evaluation Report for Contract 2023-016 Great Southern Rail Trail Bridge Replacement Package – Large Bridges.

CONFLICT OF INTEREST

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

COLLABORATION

Pursuant to section 109(2) of the *Local Government Act 2020*, collaborative opportunities have been identified for this tender with South Gippsland Shire Council. Wellington Shire Council will be the lead Council for this contract.

FINANCIAL IMPACT

These works are predominately funded from a \$6,000,000 grant from the Victorian Department of Jobs, Precincts and Regions, Regional Infrastructure Fund with contributions from South Gippsland Shire and Wellington Shire and have been budgeted for under the 2022-2023 capital works program.

COMMUNICATION IMPACT

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

LEGISLATIVE IMPACT

Wellington Shire Council is committed to ensuring the Contract tendering process complies with the *Local Government Act 1989*, *Local Government Act 2020* and the Victorian Local Government Code of Tendering.

COUNCIL POLICY IMPACT

These works are in line with Council's policies of maintaining and enhancing Council's infrastructure.

COUNCIL PLAN IMPACT

The Council Plan 2021-25 Theme 4 "Services and Infrastructure" states the following strategic outcome:

Strategic Outcome 4.3: *"Well planned and sustainable towns, facilities, and infrastructure that service community need."*

Strategic Outcome 4.4: *"Safe and well-used transport connections across all modes of travel."*

This report supports the above Council Plan strategic outcomes.

RESOURCES AND STAFF IMPACT

This project will be undertaken with the resources of the Assets and Projects unit.

COMMUNITY IMPACT

These works will have a positive community impact by linking the two current rail trails into one, as the current rail trail terminates at Alberton in Wellington and in Welshpool in South Gippsland Shires respectively.

ENVIRONMENTAL IMPACT

This impact will have minimal environmental impact, with the contractors providing an Environmental Management Plan which will be strictly monitored.

ENGAGEMENT IMPACT

Wellington Shire Council's standard consultation practices will be implemented on this project.

RISK MANAGEMENT IMPACT

It is considered that the proposed contract works will not expose Wellington Shire Council to any significant risks. All Occupational Health and Safety risks will be discussed with the contractor and allocated to the party in the best position to manage each risk.



WELLINGTON

SHIRE COUNCIL

The Heart of Gippsland

ORDINARY COUNCIL MEETING 18 OCTOBER 2022

On this day, 7 October 2022, in accordance with Section 3(1) of the *Local Government Act 2020*; I, Chris Hastie, General Manager Built and Natural Environment declare that the information contained in the attached **CONTRACT 2023-016 GREAT SOUTHERN RAIL TRAIL BRIDGE REPLACEMENT PACKAGE 2 LARGE** is confidential because it relates to the following grounds under Section 3(1) of the *Local Government Act 2020*:

(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;

.....
CHRIS HASTIE, GENERAL MANAGER BUILT AND NATURAL ENVIRONMENT

15.5. UNSEALED ROADS EASTERN MAINTENANCE AREA

ACTION OFFICER: MANAGER ASSETS AND PROJECTS

PURPOSE

The purpose of this report is for Council to consider entering into a contract for the reconstruction of unsealed roads in the Eastern Maintenance Area.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That:

- 1. Council adopt the recommendations contained in the attached confidential Tender Evaluation Report of the Council Meeting Agenda for Contract 2023-012 Unsealed Roads Reconstruction Eastern Maintenance Area; and***
- 2. The information contained in the confidential attachment Contract 2023-012 Unsealed Roads Reconstruction Eastern Maintenance Area and designated confidential under Section 3(1) Confidential Information of the Local Government Act 2020 by the General Manager Built and Natural Environment on 7 October 2022 because it relates to the following grounds: (g)(ii) 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 tenderer can be made public.***

BACKGROUND

Wellington Shire Council maintains approximately 1560km of unsealed roads and as part of good asset management conducts an annual program of gravel road reconstruction and resheets on selected roads. The criteria for choosing roads is based on pavement condition and traffic volume and usage and is intended to maintain the overall condition of the network.

Each year the roads selected are grouped together into separate contracts based on their location. This year, three contracts have been tendered, one for the Eastern Maintenance Area, which is the subject of this report, one for the Western Maintenance Area and one for the Southern and Urban Maintenance Areas.

Accordingly, a tender was advertised for these works and has been evaluated and a contract has now been prepared for Council's consideration.

ATTACHMENTS

1. Confidential Header Reconstruction of Unsealed Road Eastern Maintenance Area
[15.5.1 - 1 page]

2. CONFIDENTIAL REDACTED - Contract 2023-012 Unsealed Rd Reconstruction - Eastern Maintenance Area Tender Evaluation Report [**15.5.2** - 6 pages]

OPTIONS

Council has the following options available:

1. Adopt the recommendations contained in the attached confidential Tender Evaluation Report for Contract 2023-012 Unsealed Roads Reconstruction Eastern Maintenance Area; or
2. Not enter into a contract and not proceed with these works at this time.

PROPOSAL

That Council adopt the recommendations contained in the attached confidential Tender Evaluation Report for Contract 2023-012 Unsealed Roads Reconstruction Eastern Maintenance Area.

CONFLICT OF INTEREST

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

COLLABORATION

Pursuant to section 109(2) of the *Local Government Act 2020*, no collaborative opportunities have been identified for this one-off project.

FINANCIAL IMPACT

These works have been budgeted for under the 2022-2023 capital works program.

COMMUNICATION IMPACT

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

LEGISLATIVE IMPACT

Wellington Shire Council is committed to ensuring the Contract tendering process complies with the *Local Government Act 1989*, *Local Government Act 2020* and the Victorian Local Government Code of Tendering.

COUNCIL POLICY IMPACT

These works are in line with Council's policies of maintaining and enhancing Council's infrastructure.

COUNCIL PLAN IMPACT

The Council Plan 2021-25 Theme 4 “Services and Infrastructure” states the following strategic outcome:

Strategic Outcome 4.3: *"Well planned and sustainable towns, facilities, and infrastructure that service community need."*

Strategic Outcome 4.4: *"Safe and well-used transport connections across all modes of travel."*

This report supports the above Council Plan strategic outcomes.

RESOURCES AND STAFF IMPACT

This project will be undertaken with the resources of the Assets and Projects unit.

COMMUNITY IMPACT

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

ENVIRONMENTAL IMPACT

This impact will have minimal environmental impact, with the contractors providing an Environmental Management Plan which will be strictly monitored.

ENGAGEMENT IMPACT

Wellington Shire Council's standard consultation practices will be implemented on this project.

RISK MANAGEMENT IMPACT

It is considered that the proposed contract works will not expose Wellington Shire Council to any significant risks. All Occupational Health and Safety risks will be discussed with the contractor and allocated to the party in the best position to manage each risk.



WELLINGTON

SHIRE COUNCIL

The Heart of Gippsland

ORDINARY COUNCIL MEETING 18 OCTOBER 2022

On this day, 7 October 2022, in accordance with Section 3(1) of the *Local Government Act 2020*; I, Chris Hastie, General Manager Built and Natural Environment declare that the information contained in the attached **CONTRACT 2023-012 UNSEALED ROADS RECONSTRUCTION EASTERN MAINTENANCE AREA** is confidential because it relates to the following grounds under Section 3(1) of the *Local Government Act 2020*:

(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;

.....
CHRIS HASTIE, GENERAL MANAGER BUILT AND NATURAL ENVIRONMENT

15.6. UNSEALED ROAD RECONSTRUCTION WESTERN MAINTENANCE AREA

ACTION OFFICER: MANAGER ASSETS AND PROJECTS

PURPOSE

The purpose of this report is for Council to consider entering into a contract for the reconstruction of unsealed roads in the Western Maintenance Area.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That:

- 1. Council adopt the recommendations contained in the attached confidential Tender Evaluation Report of the Council Meeting Agenda for Contract 2023-011 Unsealed Roads Reconstruction Works Western Maintenance Area; and***
- 2. The information contained in the confidential attachment Contract 2023-011 Unsealed Roads Reconstruction Works Western Maintenance Area and designated confidential under Section 3(1) Confidential Information of the Local Government Act 2020 by the General Manager Built and Natural Environment on 7 October 2022 because it relates to the following grounds: (g)(ii) 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 tenderer can be made public.***

BACKGROUND

Wellington Shire Council maintains approximately 1560km of unsealed roads and as part of good asset management conducts an annual program of gravel road reconstruction and resheets on selected roads. The criteria for choosing roads is based on pavement condition and traffic volume and usage and is intended to maintain the overall condition of the network.

Each year the roads selected are grouped together into separate contracts based on their location. This year, three contracts have been tendered, one for the Western Maintenance Area, which is the subject of this report, one for the Eastern Maintenance Area and one for the Southern and Urban Maintenance Areas.

Accordingly, a tender was advertised for these works and has been evaluated and a contract has now been prepared for Council's consideration.

ATTACHMENTS

1. Confidential Header Unsealed Road Reconstruction Western Maintenance Area
[15.6.1 - 1 page]

2. CONFIDENTIAL REDACTED - Contract 2023-011 Unsealed Road Reconstruction - Western Maintenance Area Tender Evaluation Report [15.6.2 - 6 pages]

OPTIONS

Council has the following options available:

1. Adopt the recommendations contained in the attached confidential Tender Evaluation Report for Contract 2023-011 Unsealed Roads Reconstruction Works Western Maintenance Area; or
2. Not enter into a contract and not proceed with these works at this time.

PROPOSAL

That Council adopt the recommendations contained in the attached confidential Tender Evaluation Report for Contract 2023-011 Unsealed Roads Reconstruction Works Western Maintenance Area.

CONFLICT OF INTEREST

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

COLLABORATION

Pursuant to section 109(2) of the *Local Government Act 2020*, no collaborative opportunities have been identified for this one-off project.

FINANCIAL IMPACT

These works have been budgeted for under the 2022-2023 capital works program.

COMMUNICATION IMPACT

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

LEGISLATIVE IMPACT

Wellington Shire Council is committed to ensuring the Contract tendering process complies with the *Local Government Act 1989*, *Local Government Act 2020* and the Victorian Local Government Code of Tendering.

COUNCIL POLICY IMPACT

These works are in line with Council's policies of maintaining and enhancing Council's infrastructure.

COUNCIL PLAN IMPACT

The Council Plan 2021-25 Theme 4 “Services and Infrastructure” states the following strategic outcome:

Strategic Outcome 4.3: *"Well planned and sustainable towns, facilities, and infrastructure that service community need."*

Strategic Outcome 4.4: *"Safe and well-used transport connections across all modes of travel."*

This report supports the above Council Plan strategic outcomes.

RESOURCES AND STAFF IMPACT

This project will be undertaken with the resources of the Assets and Projects unit.

COMMUNITY IMPACT

These works will have a positive community impact by ensuring roads that are the responsibility of Wellington Shire Council are maintained and kept in a good condition.

ENVIRONMENTAL IMPACT

This impact will have minimal environmental impact, with the contractors providing an Environmental Management Plan which will be strictly monitored.

ENGAGEMENT IMPACT

Wellington Shire Council's standard consultation practices will be implemented on this project.

RISK MANAGEMENT IMPACT

It is considered that the proposed contract works will not expose Wellington Shire Council to any significant risks. All Occupational Health and Safety risks will be discussed with the contractor and allocated to the party in the best position to manage each risk.



WELLINGTON

SHIRE COUNCIL

The Heart of Gippsland

ORDINARY COUNCIL MEETING 18 OCTOBER 2022

On this day, 7 October 2022, in accordance with Section 3(1) of the *Local Government Act 2020*; I, Chris Hastie, General Manager Built and Natural Environment declare that the information contained in the attached **CONTRACT 2023-011 UNSEALED ROAD RECONSTRUCTION WESTERN MAINTENANCE AREA** is confidential because it relates to the following grounds under Section 3(1) of the *Local Government Act 2020*:

(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;

.....
CHRIS HASTIE, GENERAL MANAGER BUILT AND NATURAL ENVIRONMENT

15.7. UNSEALED ROAD RECONSTRUCTION - SOUTHERN AND URBAN MAINTENANCE AREAS

ACTION OFFICER: MANAGER ASSETS AND PROJECTS

PURPOSE

The purpose of this report is for Council to consider entering into a contract for the reconstruction of unsealed roads in the Southern and Urban Maintenance Areas.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That:

- 1. Council adopt the recommendations contained in the attached confidential Tender Evaluation Report of the Council Meeting Agenda for Contract 2023-013 Unsealed Roads Reconstruction Works Southern & Urban Areas; and***
- 2. The information contained in the confidential attachment Contract 2023-013 Unsealed Roads Reconstruction Works Southern & Urban Areas and designated confidential under Section 3(1) Confidential Information of the Local Government Act 2020 by the General Manager Built and Natural Environment on 7 October 2022 because it relates to the following grounds: (g)(ii) 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 tenderer can be made public.***

BACKGROUND

Wellington Shire Council maintains approximately 1560km of unsealed roads and as part of good asset management conducts an annual program of gravel road reconstruction and resheets on selected of roads. The criteria for choosing roads is based on pavement condition and traffic volume and usage and is intended to maintain the overall condition of the network.

Each year the roads selected are grouped together into separate contracts based on their location. This year, three contracts have been tendered, one for the Southern and Urban Maintenance Areas, which is the subject of this report, one for the Eastern Maintenance Area and one for the Western Maintenance Area.

Accordingly, a tender was advertised for these works and has been evaluated and a contract has now been prepared for Council's consideration.

ATTACHMENTS

1. Confidential Header Unsealed Road Reconstruction Urban Area Maintenance Area [15.7.1 - 1 page]
2. CONFIDENTIAL REDACTED - Contract 2023-013 Unsealed Road Reconstruction _ - Southern and Urban Maintenance Area Tender Evaluat [15.7.2 - 6 pages]

OPTIONS

Council has the following options available:

1. Adopt the recommendations contained in the attached confidential Tender Evaluation Report for Contract 2023-013 Unsealed Roads Reconstruction Works Southern and Urban Areas; or
2. Not enter into a contract and not proceed with these works at this time.

PROPOSAL

That Council adopt the recommendations contained in the attached confidential Tender Evaluation Report for Contract 2023-013 Unsealed Roads Reconstruction Works Southern and Urban Areas.

CONFLICT OF INTEREST

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

COLLABORATION

Pursuant to section 109(2) of the *Local Government Act 2020*, no collaborative opportunities have been identified for this one-off project.

FINANCIAL IMPACT

These works have been budgeted for under the 2022-2023 capital works program.

COMMUNICATION IMPACT

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

LEGISLATIVE IMPACT

Wellington Shire Council is committed to ensuring the Contract tendering process complies with the *Local Government Act 1989*, *Local Government Act 2020* and the Victorian Local Government Code of Tendering.

COUNCIL POLICY IMPACT

These works are in line with Council's policies of maintaining and enhancing Council's infrastructure.

COUNCIL PLAN IMPACT

The Council Plan 2021-25 Theme 4 "Services and Infrastructure" states the following strategic outcome:

Strategic Outcome 4.3: *"Well planned and sustainable towns, facilities, and infrastructure that service community need."*

Strategic Outcome 4.4: *"Safe and well-used transport connections across all modes of travel."*

This report supports the above Council Plan strategic outcomes.

RESOURCES AND STAFF IMPACT

This project will be undertaken with the resources of the Assets and Projects unit.

COMMUNITY IMPACT

These works will have a positive community impact by ensuring roads that are the responsibility of Wellington Shire Council are maintained and kept in a good condition.

ENVIRONMENTAL IMPACT

This impact will have minimal environmental impact, with the contractors providing an Environmental Management Plan which will be strictly monitored.

ENGAGEMENT IMPACT

Wellington Shire Council's standard consultation practices will be implemented on this project.

RISK MANAGEMENT IMPACT

It is considered that the proposed contract works will not expose Wellington Shire Council to any significant risks. All Occupational Health and Safety risks will be discussed with the contractor and allocated to the party in the best position to manage each risk.



WELLINGTON

SHIRE COUNCIL

The Heart of Gippsland

ORDINARY COUNCIL MEETING 18 OCTOBER 2022

On this day, 7 October 2022, in accordance with Section 3(1) of the *Local Government Act 2020*; I, Chris Hastie, General Manager Built and Natural Environment declare that the information contained in the attached **CONTRACT 2023-013 UNSEALED ROAD RECONSTRUCTION WESTERN MAINTENANCE AREA** is confidential because it relates to the following grounds under Section 3(1) of the *Local Government Act 2020*:

(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;

.....
CHRIS HASTIE, GENERAL MANAGER BUILT AND NATURAL ENVIRONMENT

15.8. MATERIALS SUPPLY PANEL TENDER AWARD

ACTION OFFICER: MANAGER BUILT ENVIRONMENT

PURPOSE

The purpose of this report is for Council to consider entering into a Schedule of Rates panel Contract 2022-088 Material Supply for Road Maintenance.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That:

- 1. Council receive and consider this report and all attachments pertaining to this report; and***
- 2. Council accept the Schedule of Rates for Material Supply for Road Maintenance for a two-year term with two extension options of twelve months to be made available solely at Council's discretion as outlined in the Confidential Attachment and as submitted by:***
 - Whelans Group Investments Pty Ltd***
 - A1 Asphalt Supplies***
 - SAMI Bitumen Technologies Pty Ltd***
 - Bairnsdale Road Services***
 - Macalister Earthmoving***
 - Bairnsdale Quarries***
 - RP&JM Orchard***
 - Yarram Quarries Pty Ltd***
 - Olsson Sand & Gravel Supplies Pty Ltd***
 - K&RJ Matthews Quarries Pty Ltd***
 - JP Suppliers***
 - Granite Rock Quarry***
- 3. The information contained in the confidential attachment Contract 2022-088 Tender Evaluation Material Supply for Road Maintenance Schedule of Rates and designated confidential under Section 3(1) Confidential Information of the Local Government Act 2020 by the General Manager Built and Natural Environment on 7 October 2022 as it relates to the following grounds: (g)(ii) 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 tenderer can be made public.***

BACKGROUND

Council provides road services across the entire municipality. The Material Supply for Road Maintenance contract seeks to establish a panel of suitably qualified private contractors and suppliers for the supply of civil construction and road maintenance materials, including quarry products, bituminous products and other items. Successful tenderers will be included in a panel of suppliers to provide materials to locations within Wellington Shire and works depots at Maffra and Yarram.

ATTACHMENTS

1. Confidential Header Contract 2022-088 Materials Supply Panel Tender [15.8.1 - 1 page]
2. CONFIDENTIAL REDACTED - Contract 2022-088 Materials Supply Panel Tender Tender Evaluation Report [15.8.2 - 8 pages]

OPTIONS

Council has the following options available:

1. Receive and consider this report and all attachments pertaining to this report, and accept the Schedule of Rates for Material Supply for Road Maintenance for a two-year term with two extension options of twelve months to be made available solely at Council's discretion as outlined in the Confidential Attachment and as submitted by:
 - Whelans Group Investments Pty Ltd
 - A1 Asphalt Supplies
 - SAMI Bitumen Technologies Pty Ltd
 - Bairnsdale Road Services
 - Macalister Earthmoving
 - Bairnsdale Quarries
 - RP&JM Orchard
 - Yarram Quarries Pty Ltd
 - Olsson Sand & Gravel Supplies Pty Ltd
 - K&RJ Matthews Quarries Pty Ltd
 - JP Suppliers
 - Granite Rock Quarry; or
2. Not approve the Panel Contract at this time and seek further information at a future Council meeting.

PROPOSAL

That Council receive and consider this report and all attachments pertaining to this report, and accept the Schedule of Rates Material Supply for Road Maintenance for a two-year term with two extension options of twelve months to be made available solely at Council's discretion as outlined in the Confidential Attachment and as submitted by:

- Whelans Group Investments Pty Ltd

- A1 Asphalt Supplies
- SAMI Bitumen Technologies Pty Ltd
- Bairnsdale Road Services
- Macalister Earthmoving
- Bairnsdale Quarries
- RP&JM Orchard
- Yarram Quarries Pty Ltd
- Olsson Sand & Gravel Supplies Pty Ltd
- K&RJ Matthews Quarries Pty Ltd
- JP Suppliers
- Granite Rock Quarry.

CONFLICT OF INTEREST

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

COLLABORATION

Tender collaboration is not considered to be appropriate for the Materials Supply for Road Maintenance Panel Tender. The Materials Supply for Road Maintenance tender specification has been specifically tailored for supply and delivery of materials within the Wellington Shire municipality. Delivery to other municipalities may not be feasible for tenderers or rates may change depending on location which would not provide value for money in this situation.

FINANCIAL IMPACT

Budget allowance for material supply is contained within Council's current and forward operating budgets.

COMMUNICATION IMPACT

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

LEGISLATIVE IMPACT

Wellington Shire Council is committed to ensuring the Contract tendering process complies with the *Local Government Act 1989*, *Local Government Act 2020* and the Victorian Local Government Code of Tendering.

COUNCIL POLICY IMPACT

These works are in line with Council's policies of maintaining Council's infrastructure.

COUNCIL PLAN IMPACT

The Council Plan 2021-25 Theme 4 “Services and Infrastructure” states the following strategic outcome:

Strategic Outcome 4.2: *“Services deliver operating efficiencies and best value.”*

This report supports the above Council Plan strategic outcome.

RESOURCES AND STAFF IMPACT

This contract will be primarily managed with the resources of the Built Environment unit; however, other Council business units may engage contractors via this panel and will therefore be required to provide their own resources and staff as required.

COMMUNITY IMPACT

The service provides the community with a well-managed road network in line with Council’s Road Management Plan.

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

It is considered that the proposed contract works will not expose Wellington Shire Council to any significant risks. All Occupational Health and Safety risks will be discussed with the contractor and allocated to the party in the best position to manage each risk.



WELLINGTON

SHIRE COUNCIL

The Heart of Gippsland

ORDINARY COUNCIL MEETING 18 OCTOBER 2022

On this day, 7 October 2022, in accordance with Section 3(1) of the *Local Government Act 2020*; I, Chris Hastie, General Manager Built and Natural Environment declare that the information contained in the attached **CONTRACT 2022-088 MATERIALS SUPPLY PANEL TENDER** is confidential because it relates to the following grounds under Section 3(1) of the *Local Government Act 2020*:

(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;

.....
CHRIS HASTIE, GENERAL MANAGER BUILT AND NATURAL ENVIRONMENT

15.9. PLANT AND EQUIPMENT SUPPLY TENDER AWARD

ACTION OFFICER: MANAGER BUILT ENVIRONMENT

PURPOSE

The purpose of this report is for Council to consider entering into a Schedule of Rates panel contract for the Plant and Equipment Supply, Contract 2022-087.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council:

- 1. Receives and considers this report and all attachments pertaining to this report; and***
- 2. Accepts the Schedule of Rates for Plant and Equipment Supply for Road Maintenance for a two-year term with two extension options of twelve months to be made available solely at Council's discretion as outlined in the confidential attachment as submitted by:***
 - Environmental Services Group Pty Ltd***
 - Patriot Environmental Management***
 - Eastern Constructions Pty Ltd***
 - Bairnsdale Road Services***
 - Whelans Group Investments***
 - Fowlers Asphaltting Pty Ltd***
 - McInnes Earthmoving Pty Ltd***
 - Maffra Trenching & Boring Pty Ltd***
 - Gippsland Directional Drilling and Trenching***
 - RP&JM Orchard***
 - LSC Services and Excavation***
 - Macalister Earthmoving***
 - LSK Contracting***
 - The Mining Pty Ltd***
 - Conways Earthmoving***
 - Olsson Sand and Gravel Supplies Pty Ltd***
 - MJ Kiernan Tilt Tray Services; and***
- 3. The information contained in the confidential attachment Contract 2022-087 Tender Evaluation Plant and Equipment Supply is designated confidential under Section 3(1) Confidential Information of the Local Government Act 2020 by the General Manager Built and Natural Environment on 7 October 2022 because it relates to the following grounds: (g)(ii) 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 tenderer can be made public.

BACKGROUND

Council provides road services across the entire municipality. The Plant and Equipment Supply contract seeks to establish a panel of suitably qualified private contractors for the provision of plant and equipment, including qualified operators to operate the machinery. Successful tenderers will be included in a panel of suppliers to provide services to locations within Wellington Shire and works depots at Maffra and Yarram.

ATTACHMENTS

1. Confidential Header Contract 2022 – 087 Plant and Equipment Supply Tender [**15.9.1** - 1 page]
2. CONFIDENTIAL REDACTED - 2022-087 Plant and Equipment Supply - Tender Evaluation Report v 5 [**15.9.2** - 8 pages]

OPTIONS

Council has the following options available:

1. Receives and considers this report and all attachments pertaining to this report, and accepts the Schedule of Rates for Plant and Equipment Supply for a two-year term with two extension options of twelve months to be made available solely at Council's discretion as outlined in the Confidential Attachment and as submitted by:
 - Environmental Services Group Pty Ltd
 - Patriot Environmental Management
 - Eastern Constructions Pty Ltd
 - Bairnsdale Road Services
 - Whelans Group Investments
 - Fowlers Asphalting Pty Ltd
 - McInnes Earthmoving Pty Ltd
 - Maffra Trenching & Boring Pty Ltd
 - Gippsland Directional Drilling and Trenching
 - RP&JM Orchard
 - LSC Services and Excavation
 - Macalister Earthmoving
 - LSK Contracting
 - The Mining Pty Ltd
 - Conways Earthmoving

- Olsson Sand and Gravel Supplies Pty Ltd
 - MJ Kiernan Tilt Tray Services; or
2. Not approve the Panel Contract at this time and seek further information at a future Council meeting.

PROPOSAL

That Council receives and considers this report and all attachments pertaining to this report, and accepts the Schedule of Rates Plant and Equipment Supply for Road Maintenance for a two-year term with two extension options of twelve months to be made available solely at Council's discretion as outlined in the Confidential Attachment and as submitted by:

- Environmental Services Group Pty Ltd
- Patriot Environmental Management
- Eastern Constructions Pty Ltd
- Bairnsdale Road Services
- Whelans Group Investments
- Fowlers Asphaltting Pty Ltd
- McInnes Earthmoving Pty Ltd
- Maffra Trenching & Boring Pty Ltd
- Gippsland Directional Drilling and Trenching
- RP&JM Orchard
- LSC Services and Excavation
- Macalister Earthmoving
- LSK Contracting
- The Mining Pty Ltd
- Conways Earthmoving
- Olsson Sand and Gravel Supplies Pty Ltd
- MJ Kiernan Tilt Tray Services.

CONFLICT OF INTEREST

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

COLLABORATION

Pursuant to section 109(2) of the *Local Government Act 2020*, no collaborative opportunities have been identified for this panel contract.

FINANCIAL IMPACT

Budget allowance for material supply is contained within Council's current and forward operating budgets.

COMMUNICATION IMPACT

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

LEGISLATIVE IMPACT

Wellington Shire Council is committed to ensuring the Contract tendering process complies with the *Local Government Act 1989*, *Local Government Act 2020* and the Victorian Local Government Code of Tendering.

COUNCIL POLICY IMPACT

These works are in line with Council's policies of maintaining Council's infrastructure.

COUNCIL PLAN IMPACT

The Council Plan 2021-25 Theme 4 "Services and Infrastructure" states the following strategic outcome:

Strategic Outcome 4.2: *"Services deliver operating efficiencies and best value."*

This report supports the above Council Plan strategic outcome.

RESOURCES AND STAFF IMPACT

This project will be undertaken with the resources of the Built Environment unit; however, other Council business units may engage contractors via this panel and will therefore be required to provide their own resources and staff as required.

COMMUNITY IMPACT

The service provides the community with a well-managed road network in line with Council's Road Management Plan.

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

Risk will be managed in accordance with Wellington Shire Councils risk management processes. All Occupational Health and Safety risks will be discussed with the contractor and allocated to the party in the best position to manage each risk.



WELLINGTON

SHIRE COUNCIL

The Heart of Gippsland

ORDINARY COUNCIL MEETING 18 OCTOBER 2022

On this day, 7 October 2022, in accordance with Section 3(1) of the *Local Government Act 2020*; I, Chris Hastie, General Manager Built and Natural Environment declare that the information contained in the attached **CONTRACT 2022 – 087 PLANT AND EQUIPMENT SUPPLY – TENDER EVALUATION** is confidential because it relates to the following grounds under Section 3(1) of the *Local Government Act 2020*:

(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;

.....
CHRIS HASTIE, GENERAL MANAGER BUILT AND NATURAL ENVIRONMENT

16. GENERAL MANAGER COMMUNITY AND CULTURE

16.1. COMMUNITY ASSISTANCE GRANTS - AUGUST 2022

ACTION OFFICER: MANAGER COMMUNITIES, FACILITIES AND EMERGENCIES

PURPOSE

For Council to approve the allocation of Community Assistance Grants August 2022 round, as detailed in *Attachment 1 – CAG Aug 2022 Recommendations* – and applicants being notified of the outcome of their applications.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council approve the allocation of Community Assistance Grants August 2022 funds, as detailed in Attachment 1 – CAG Aug 2022 Recommendations – and applicants being notified of the outcome of their applications.

BACKGROUND

Our Community Assistance Grants Scheme encourages community outcomes in line with Council's Wellington 2031 vision, the Council Plan 2021-25 and Healthy Wellington 2021-25.

It aims to build community capacity by encouraging participation, promoting inclusion, growing partnerships, providing learning opportunities, and supporting social connectedness by utilising and activating our open spaces, community, and cultural facilities.

Not for profit community groups operating in the Wellington Shire can apply for a Community Assistance Grant of over \$2,501 to \$6,000. There are annually two Community Assistance Grant rounds in March and August.

Applications which successfully meet the criteria are eligible to be prioritised for funding.

For the August 2022 round, 27 applications totalling \$154,551.45 were received, 26 applications were recommended for funding of \$146,676.45. Full application and recommendation details are at Attachment 1.

Applications are assessed by a panel made up of staff from Council's leadership team. The applications are initially assessed against guidelines and then prioritised using assessment criteria, as outlined in Attachment 2.

Each application is assessed on its benefit to the community, ability to fulfil a community need, project planning and capacity of the applicant to deliver the project. The panel provides advice and recommendations to Council based on assessment criteria and funding guidelines.

ATTACHMENTS

1. Attachment 1 CAG Aug 2022 Recommendations [**16.1.1** - 3 pages]
2. CAG Aug 22 Guidelines and Assessment Criteria [**16.1.2** - 5 pages]

OPTIONS

Council has the following options available:

1. Approve the allocation of Community Assistance Grants – August 2022 funds, as detailed in *Attachment 1 – CAG Aug 2022 Recommendations* – and applicants being notified of the outcome of their applications; or
2. Seek further information for consideration at a future meeting of Council.

PROPOSAL

That Council approve the allocation of Community Assistance Grants August 2022 funds, as detailed in *Attachment 1 – CAG Aug 2022 Recommendations* – and applicants being notified of the outcome of their applications.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

Funding will be through the Community Assistance Grant Scheme within the Community Wellbeing budget. The total available budget for the 2022/23 Community Assistance Grant and the Quick Response Grant Scheme is \$367,000. Currently, Quick Response Grant funding that has been distributed is \$15,842.

26 applications are recommended for the CAG August 2022 funding round total funding \$146,676.45.

COMMUNICATION IMPACT

The funding of these events and projects will facilitate positive community relationships with Wellington Shire Council, highlighting Council's commitment to supporting not for profit community organisations in the delivery of their activities, projects and events that benefit the wider community.

LEGISLATIVE IMPACT

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

COUNCIL POLICY IMPACT

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

COUNCIL PLAN IMPACT

The Council Plan 2021-25 Theme 3 “Liveability and Wellbeing” states the following strategic outcome:

Strategic Outcome 3.1: *"An inclusive, diverse, and resilient community."*

Strategic Outcome 3.3: *"Opportunities for everyone to work, learn, create, play, and share."*

This report supports the above Council Plan strategic outcomes.

RESOURCES AND STAFF IMPACT

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

COMMUNITY IMPACT

The funding of these events, projects and facilities projects will have a significant positive impact on the community and provide help to increase the range of activities that the wider Wellington community can access and be a part of. Successful applicants have demonstrated a community need that will be filled through receiving the funding and show a community benefit through project outcomes.

ENVIRONMENTAL IMPACT

All events, projects and facilities projects' applicants are encouraged to consider the environmental impacts that will be produced through delivering their grant outcomes and have appropriate measures in place to manage them.

ENGAGEMENT IMPACT

Council officers were involved in consultation with grant applicants to provide advice and assistance in the completion of event grant applications.

RISK MANAGEMENT IMPACT

The events industry is strongly legislated, and all events are encouraged to comply with current occupational health and safety legislative and best practice safety standards. It is the responsibility of applicants to ensure that their projects comply with all current rules and regulations.

COMMUNITY ASSISTANCE GRANTS AUGUST 2022

Applications

	Organisation	Activity	Activity Description	Amount requested	Amount recommended	Recommended
1	Loch Sport Business & Tourism Association	Annual NYE Fireworks Display	An Annual New Year's Eve Fireworks display for families at 10:00pm.	\$6,000.00	\$6,000.00	✓
2	City of Sale Eisteddfod Society Inc	City of Sale Eisteddfod	An event for performers of all ages from around Wellington Shire and other areas of Victoria, to perform on stage to showcase their talents in dance, general music and speech & drama.	\$6,000.00	\$6,000.00	✓
3	Sale Swimming Club	Gippsland Championships 2023	A two- and half-day swimming event with clubs from all over Gippsland competing.	\$6,000.00	\$6,000.00	✓
4	Stratford on Avon Shakespeare Association	Stratford Shakespeare Festival 2023	Annual 2-week festival celebrating the works of William Shakespeare, including a range of arts, performances, live theatre and the ever-popular Medieval Faire Day on the village green.	\$6,000.00	\$6,000.00	✓
5	Heyfield & District Vintage Machinery Group Inc	Heyfield Vintage Machinery Rally 2023	Two-day Vintage machinery rally showcasing collections and educating the public on how things worked in the past and an opportunity to walk down memory lane.	\$6,000.00	\$6,000.00	✓
6	Sale Polocrosse Club	Sale Polocrosse Club Annual Tournament	Annual polocrosse tournament attracting participants and spectators from all over Victoria and Interstate. Events held for experienced and beginner riders.	\$5,000.00	\$5,000.00	✓
7	Anglican Parish of Avon	Avon Anglican Family Fun Fair	A free event with loads of children's activities, pet show, lucky dips and stalls. Free to very low-cost food & BBQ stall provided.	\$5,500.00	\$5,500.00	✓
8	Tarra Festival Committee Ltd	2023 Tarra Festival	Annual Easter weekend event in Yarram. The street parade is the central event with a series of community events over the 5 days.	\$6,000.00	\$6,000.00	✓
9	Wines of East Gippsland	Tinamba Food and Wine Festival	An event celebrating the produce of Central and Eastern Gippsland.	\$6,000.00	\$6,000.00	✓

	Organisation	Activity	Activity Description	Amount requested	Amount recommended	Recommended
10	Riviera Triathlon Club	Maffra Triathlon	An event offering a festival atmosphere celebrating community spirit, inclusiveness and healthy, active living. Utilising and showcasing the great facilities of the Maffra Swimming Pool and Maffra Lawn Tennis Club.	\$5,408.00	\$5,408.00	✓
11	Golden Paradise Beach Ratepayers & Residents Association Inc	2023 End of Summer Surf Festival Market Day and Fishing Competition	The traditional 3-day 64 year old community event. Activities include a 2-day Fishing Competition, art exhibition and collectibles Market and an evening community BBQ with music and major raffle draw.	\$6,000	\$6,000	✓
12	Sale Music Festival Inc.	Sale Music Festival	A free annual community event for the whole family held in the Sale Botanic Gardens, showcasing Gippsland musicians.	\$6,000.00	\$6,000.00	✓
13	The Gumboot Collective Incorporated	Yarram Chalk Art Festival 2023	A weekend of Artists creating chalk art along the footpaths of Commercial Road, Yarram.	\$6,000.00	\$6,000.00	✓
14	Meerlieu Public Hall	Cricket Club net replacement	Demolition of the 40-year-old cricket nets and construction of three new cricket practice nets that align with the Community Cricket Facility Guidelines.	\$6,000.00	\$6,000.00	✓
15	Rosedale Neighbourhood House	Roads to Rosedale Newsletter	Re-launch of the town's community Newsletter.	\$6,000.00	\$6,000.00	✓
16	Maffra Golf Club	Safety Fence	To build a high wire netting safety fence to protect players from errant golf balls hit from the 6th tee onto the 14th tee. Part of a larger project that will see four fences installed for safety requirements.	\$5,000.00	\$5,000.00	✓
17	Dargo Cemetery Trust	Dargo Cemetery Trust	Restore existing road to cemetery to improve access.	\$6,000.00	\$6,000.00	✓
18	Stratford Bowling Club	Facility Refresh	Internal and external painting, replacement of indoor floor coverings and renewed barbeque space.	\$6,000.00	\$6,000.00	✓
19	Heyfield Cricket Club	Mobile cricket turf cover	Cover to protect the turf wicket built by the club volunteers.	\$6,000.00	\$6,000.00	✓
20	Cowwarr Football & Netball Club	Save our Surface	Re-surface the existing Netball court to improve safety and use.	\$6,000.00	\$6,000.00	✓

	Organisation	Activity	Activity Description	Amount requested	Amount recommended	Recommended
21	Sale Combined Kindergartens Inc.	Playground Improvements	Safety improvements with the replacement of the slide, modifying equipment rungs and posts.	\$2,643.45	\$2,643.45	✓
22	Friends of Heesco Town Incorporated	Yarram Water Tower Street Art Project	Extend the current Yarram Street Art Trail by adding a Heesco painting, together with local GunaiKurnai artwork designed by Alfie Hudson on the Yarram Water Tower in Nightingale Street.	\$5,000.00	\$5,000.00	✓
23	Uniting - Gippsland (Sale)	Community Meals	Replace the existing old unworkable oven for Uniting's Community Meals program.	\$6,000.00	\$6,000.00	✓
24	Traralgon & District Pony Club Inc	Continued Safety Improvements for Local Equestrians	Safety improvements and upgrades at the Rosedale Racecourse Reserve Cross Country Course ensuring the safety of all members and visitors.	\$6,000.00	\$6,000.00	✓
25	Port Albert Mechanics Institute Committee of Management	Communications strategy, marketing plan and outcomes	Raise awareness of Port Albert Hall as an ideal venue for meetings, public and private events, and special occasions.	\$6,000.00	\$4,125.00	✓
26	Woodside Recreation Reserve Committee of Management Inc	Scoreboard Upgrade	Upgrade the current old scoreboard to a big screen video scoreboard.	\$6,000.00	\$6,000.00	✓
27	Sale Food Support Inc	Charity food relief and distribution	To establish a community network and provide a food security service and food relief within the Wellington Shire.	\$6,000.00	0.00	✗
TOTAL AMOUNT REQUESTED					\$154,551.45	
TOTAL AMOUNT RECOMMENDED					\$146,676.45	

Community Assistance Grants

Guidelines and Assessment Criteria



Introduction

Our Community Assistance Grants Scheme encourages community outcomes in line with Council's Wellington 2031 vision, the Council Plan 2021-25, and Healthy Wellington 2021-25.

It aims to build community capacity by encouraging:

- Participation and inclusion
- Growing community partnerships
- Providing learning opportunities
- Supporting social connectedness, and
- Activating our community spaces such as parks, halls and other facilities.

Overview

- Not for profit community groups operating in the Wellington Shire can apply for a Community Assistance Grant of \$2,501 to \$6,000.

Applications Open: **9.00am Tuesday 14 June 2022**

Applications Close: **4.00pm Tuesday 2 August 2022**

Important things to note

- What will not be funded:
 - Scholarships, awards, trophies or prizes for participating and/or attending.
 - Activities that deliver a direct and focused religious or political party message.
 - Activities associated with or hosted at areas/facilities with or designed for gaming machines, gambling and betting.
- Wages will not be funded but can be used as evidence of contribution towards the project.
- The not-for-profit community group applying for the grant will be referred to as the 'organisation' throughout the application.
- The applicant is the organisation, not the individual representative or person completing the application form.
- The event or project will be referred to as 'activity' in the Assessment Criteria and Guidelines, Application Form, Funding Agreement and Acquittal Report

Criteria – General

After reading the funding guidelines, please contact the **Grants Officer 1300 366 244** to seek feedback on your proposal. This will ensure you are eligible to apply and your application meets the guidelines.

1. Grants are available to not for profit community groups operating in the Wellington Shire.
2. Schools are not eligible to be an applicant, however, can be a community partner in project proposal. .
 - a. Grants are available to Volunteer groups associated with Schools are eligible to apply, applicants will be required to demonstrate the benefits and outcomes to the broad community outside the school community.
3. Applicants must be incorporated bodies or have an established legal entity. If your organisation is not incorporated or doesn't have an ABN you will be required to provide the details of an auspice organisation. The auspice organisation will receive the grant funding on your behalf and will ultimately be responsible for the Acquittal Report .
4. If your organisation is incorporated but does not have an ABN, a 'Statement by a Supplier – Reason for Not Quoting an ABN' form must be included with your funding agreement. This form is available from the Australian Tax Office website
5. Activities must be administered in the Wellington Shire, please note activities at licensed venues, applicants will be asked to demonstrate that there is no appropriate alternative venue and that they have considered the potential impact to participants.
6. **Applicants who have previously been successful in receiving funding MUST have completed all Acquittal Reports and complied with Council requirements prior to being considered for the current funding round.**
7. All applicants must provide a copy of a current Public Liability Insurance certificate of currency with activity/event details, where applicable. (For an event the P/L certificate of currency must include the event name, date and location).
8. All activities are encouraged to align with Key Council Plans:
 - a. Wellington Shire Council's Plan 2021-25
 - b. Healthy Wellington 2021-2025
 - c. Sustainability Strategy 2020-25
9. All activities must ensure inclusivity, social connectedness and accessibility has been considered.
10. Multiple applications for the same activity will not be accepted.
11. A limit of two Community Assistance Grant applications per round (2 rounds per financial year) for different activities will be accepted, although applicants must prioritise applications before submission.
12. Applications must be completed in full and have sufficient evidence to make a reasonable assessment of the application. Council reserves the right to further investigate aspects of the application. Applications and Acquittal Reports must be on the correct form.
13. Where possible, the goods and services used in the funded activity (suppliers and contractors) be sourced from within the Wellington Shire.
14. Activities that are primarily for the purpose of fundraising will be required to demonstrate the Community benefits in addition to the fundraising outcome.
15. No set amount of contribution will be required. A contribution (monetary, donated or volunteer labour) will assist with assessment. Applicants will be required to identify their contribution capacity.
16. For all expenditure items of \$1,000 or more you must include a quote or evidence of the item cost.

17. Applications deemed to be for commercial benefit will not be considered. This will be determined on a case-by-case basis. This will include applications where the main beneficiary is a business.
18. Funding must not be regarded as a recurrent commitment from Council. There is no guarantee a recurring activity will be funded in the future. Funding is limited.
19. The applicant is responsible for all ongoing maintenance and running costs of any equipment purchases resulting from a successful application.
20. Council may reduce the amount allocated to you if the funding applied for is considered unsubstantiated and/or excessive.
21. Council may reduce the amount allocated to you if the funding round is oversubscribed; additionally, if Council is aware of an alternative option available to you, it will recommend it as an alternative to funding.
22. Successful applicants will be required to complete a Funding Agreement, which includes the conditions of grant funding. You may also be asked to comply with additional conditions.
23. You are required to acknowledge Wellington Shire Council's support of your activity as specified in the Funding Agreement
24. Funding must be returned if the activity is not completed in line with the Funding Agreement. Any excess funding must be returned.
25. 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 has referred to Council's Human Rights Policy to develop the WSC CAG program Guidelines and Assessment Criteria.
26. Applications must be completed and returned by 4.00pm on Tuesday 2 August 2022. The closing date will apply for all applications. No late applications will be accepted.
27. You will be notified via SmartyGrants of the outcome of your grant by 20 October 2022. You are welcome to contact the Grants Officer for further feedback. Please note once a completed Funding Agreement is received it can take up to six weeks for the funding to arrive in your bank.
28. Activities must commence after 1 November 2022 and take place by 30 November 2023. Acquittal Report forms must be submitted to Council within 8 weeks of the activity completion.

Assessment Process

Applications undergo an initial eligibility check to determine whether they meet the funding guidelines and will then be scored against the criteria.

Criteria	Maximum Points 100%
Planning and Capacity	45%
Benefits to the Community	45%
Contribution	10%

Based on the score received against the assessment criteria, applications are prioritised by a panel from the Wellington Shire Council. This panel provides advice and recommendations to Council. During a Council meeting, Councillors make the final decision on which applications will be funded under the scheme.

Applicants can have special funding conditions placed on their application. These conditions will be included on the Funding Agreement form. These can be conditions that must be met prior to receiving funding and included in the Acquittal Report phase of the activity to ensure compliance.

Assessment Criteria and Assessment scoring details

Planning, Capacity and Benefit to the Community 90% of the application assessment	
Organisation and/or Committee details	
Poor details and information provided about the organisation.	1
Limited details and information provided about the organisation.	2
Standard details and information provided about the organisation.	3
Above standard details and information provided about the organisation	4
Very high standard of details and information provided about the organisation. Detailed evidence provided, additional information provided eg strategic plan, alignment with strategic plan, participation plan, governance overview, succession plan, copies of articles, etc.	5
Activity details	
Poor demonstration of activity details and how the activity will benefit the community.	1
Limited demonstration of activity details and how the activity will benefit the community.	2
Standard demonstration of activity details and how the activity will benefit the community.	3
Above standard demonstration of activity details and how the activity will benefit the community.	4
Very high standard demonstrated of activity details and how the activity will benefit the community. Detailed evidence provided; additional information provided eg project or event plan, activity risk management plan, volunteer, ABS data, letter/s of support from beneficiaries, etc.	5
Marketing	
Poor details of promotion and marketing initiatives.	1
Limited details of promotion and marketing initiatives.	2
Adequate details of promotion and marketing initiatives.	3
Above standard details of promotion and marketing initiatives.	4
Very high standard of detail provided of promotion and marketing initiatives. Detailed evidence provided, additional information provided eg draft media articles, copies of previous marketing, marketing or promotion strategy, etc.	5
Evaluation	
Poor details of evaluation planning have been presented and considered.	1
Limited details of evaluation planning have been presented and considered.	2
Standard details of evaluation planning have been presented and considered.	3
Above standard details of evaluation planning have been presented and considered.	4
Very high standard of detail of evaluation planning have been presented and considered. Detailed evidence provided; additional information provided eg. Survey examples, previous survey results, committee review meeting notes, etc	5
Accessibility and Inclusivity	
Poor demonstration of Access and Inclusion considerations.	1
Limited demonstration of Access and Inclusion considerations.	2
Standard demonstration of Access and Inclusion considerations.	3
Above standard demonstration of Access and Inclusion considerations.	4
Very high demonstration of Access and Inclusion considerations.	5

Detailed and evidence provided, additional information provided eg accessible action plan, images, signage, etc	
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Contribution 10% of the application assessment	
Has the applicant:	
<ul style="list-style-type: none"> • Demonstrated other contributions towards the activity? (Contributions can be monetary, volunteer hours, in-kind support, and/or sponsorship. • Demonstrated sufficiently the restricted access to funds towards the activity. • Sourced goods and services for the delivery of the activity (suppliers and contractors) from within the Wellington Shire, where possible. • Demonstrated why local suppliers were not used? (Quotes supplied, evidence the service or expertise is not supported in Wellington Shire and/or limited availability). 	
Contribution Assessment questions	
Poor details provided about contribution capacity.	1
Limited details provided about contribution capacity.	2
Standard details provided about contribution capacity.	3
Above standard details provided about contribution capacity.	4
Very high details provided about contribution capacity. Detailed evidence provided, additional information provided eg financial report, documentation provided, etc	5

Contact

For general grant enquiries or if you require assistance in completing the application form please contact:

Community Facilities Planning and Grants Officer

Phone: 1300 366 244

Email: enquiries@wellington.vic.gov.au

17. 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.

18. 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.