



**WELLINGTON**  
SHIRE COUNCIL

*The Heart of Gippsland*

**COUNCIL MEETING AGENDA  
ORDINARY MEETING**

**Meeting to be held via Skype**

**Tuesday 5 October 2021, commencing at 3:00 PM**

**or join Wellington on the Web:  
[www.wellington.vic.gov.au](http://www.wellington.vic.gov.au)**

**ORDINARY MEETING OF COUNCIL  
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## COUNCIL MEETING INFORMATION

*Due to ongoing COVID-19 restrictions, the “Minister’s Good Practice Guideline MGP-1: Virtual Meetings”, issued by the Minister for Local Government, continue to apply. Pursuant to section 87 of the Local Government Act 2020, these guidelines ensure that local Government decision making can continue in line with COVID-19 restrictions and further details can be found on the Local Government Victoria website.*

*These guidelines took effect from 1st May 2020 and will remain in place through to 26th April 2022.*

*While members of the public cannot attend this meeting in person, we have provided options for you to interact with us virtually via our Council Meetings page on the Wellington Shire Council Website. You are able to interact with Council in two ways:*

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

*While we maintain a virtual way of gathering, we thank you for your ongoing support.*

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## ACKNOWLEDGEMENT OF COUNTRY

*“We acknowledge the traditional custodians of this land, the Gunaikurnai people, and pay respects to their Elders past and present”*

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## 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 21 September 2021.

#### **PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY**

#### **RECOMMENDATION**

*That Council adopt the minutes and resolutions of the Ordinary Council Meeting of 21 September 2021.*

#### **CONFLICT OF INTEREST**

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

#### 4. BUSINESS ARISING FROM PREVIOUS MEETINGS

**ACTION OFFICER: CHIEF EXECUTIVE OFFICER**

ITEM	FROM MEETING	COMMENTS	ACTION BY
NIL			

#### 5. ACCEPTANCE OF LATE AND URGENT ITEMS

#### 6. NOTICE/S OF MOTION

#### 7. RECEIVING OF PETITION OR JOINT LETTERS

##### 7.1. OUTSTANDING PETITIONS

**ACTION OFFICER: CHIEF EXECUTIVE OFFICER**

ITEM	FROM MEETING	COMMENTS	ACTION BY
NIL			

#### 8. INVITED ADDRESSES, PRESENTATIONS OR ACKNOWLEDGEMENTS

#### 9. QUESTION/S ON NOTICE

##### 9.1. OUTSTANDING QUESTION/S ON NOTICE

**ACTION OFFICER: CHIEF EXECUTIVE OFFICER**

ITEM	FROM MEETING	COMMENTS	ACTION BY
NIL			

## 10. DELEGATES REPORT

## 11. CHIEF EXECUTIVE OFFICER

### 11.1. AUDIT & RISK COMMITTEE MEMBER APPOINTMENT

#### ACTION OFFICER: CHIEF EXECUTIVE OFFICER

#### PURPOSE

The purpose of this report is to provide information to Council to enable the consideration of, and a decision to appoint an external independent member to Council's Audit & Risk Committee following the resignation of an existing independent member.

#### PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

#### RECOMMENDATION

***That:***

- 1. Council appoint an independent member to Council's Audit & Risk Committee for a one year period commencing 29 October 2021 and expiring 28 October 2022 in accordance with the recommendation in the attached confidential Audit & Risk Committee Member Appointment of this Council meeting agenda; and***
- 2. The information contained in the attached Audit & Risk Committee Member Appointment and designated confidential under Section 3(1) Confidential Information of the Local Government Act 2020 by the Chief Executive Officer on 17 September 2021 because it relates to the following grounds: f) personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs; 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 applicant can be made public.***

#### BACKGROUND

Council maintains an Audit & Risk Committee in accordance with section 53 of the *Local Government Act 2020*. The Audit & Risk Committee is a formally appointed committee of the Council and is responsible to Council.

The Audit & Risk Committee's role is to report to Council and provide appropriate advice and recommendations on matters relevant to its Charter in order to facilitate decision making by Council in relation to the discharge of its responsibilities.

The Audit & Risk Committee membership is comprised of two Councillors and three external independent persons with suitable knowledge and experience, all appointed by Council for periods varying to a maximum term of three years. Frank Evans has resigned as an independent member of the Committee, thus creating a vacancy.

An Expression of Interest process was conducted in August 2021 to fill a vacant position created by the expiry of an independent member's term in October.

Advertising was undertaken in August 2021 and expressions of interest were received by the nominated closing date of 17 August 2021.

An interview process was held in September 2021 and the Evaluation Panel's recommendation to appoint Sarah Heath was adopted by Council at its meeting on 21 September 2021.

Given that the expression of interest process was only recently conducted, it is now proposed that a suitable independent member be selected from the remaining candidates who were shortlisted and interviewed in September. The Evaluation Panel's assessment and a recommendation for appointment is attached at Appendix A in the attached confidential report.

## **ATTACHMENTS**

1. Confidential Header Audit & Risk Committee Member Appointment [11.1.1 - 1 page]
2. CONFIDENTIAL REDACTED - Evaluation report for vacancy following Frank Evans resignation [11.1.2 - 2 pages]

## **OPTIONS**

Council has the following options available:

1. Adopt the recommendation to appoint one independent member for a one year period commencing 29 October 2021 and expiring 28 October 2022 to Council's Audit & Risk Committee; or
2. Amend the recommendation in relation to the proposed appointment.

## **PROPOSAL**

That Council appoint one independent member for a one year period commencing 29 October 2021 and expiring 28 October 2022 to Council's Audit & Risk Committee in accordance with the evaluation panel's confidential report attached.

## **CONFLICT OF INTEREST**

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

## **FINANCIAL IMPACT**

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

## **COMMUNICATION IMPACT**

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

## **LEGISLATIVE IMPACT**

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

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

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

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

## **RESOURCES AND STAFF IMPACT**

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

## **COMMUNITY IMPACT**

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

## **ENVIRONMENTAL IMPACT**

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

## **ENGAGEMENT IMPACT**

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

## **RISK MANAGEMENT IMPACT**

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



WELLINGTON

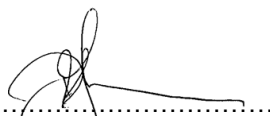
SHIRE COUNCIL

*The Heart of Gippsland*

**ORDINARY COUNCIL MEETING  
5 OCTOBER 2021**

On this 17<sup>th</sup> day of September 2021, in accordance with Section 66 Clause (2)(a) of the *Local Government Act 2020*; I, David Morcom, Chief Executive Officer declare that the information contained in the attached document **AUDIT AND RISK COMMITTEE MEMBER APPOINTMENT** is confidential because it relates to the following grounds under Section 3(1) of the *Local Government Act 2020*:

- f) ***personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs***

  
.....  
Chief Executive Officer

## 12. GENERAL MANAGER CORPORATE SERVICES

### 12.1. ASSEMBLY OF COUNCILLORS

#### ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES

#### OBJECTIVE

To report on all assembly of Councillor records received for the period 13 September 2021 to 26 September 2021.

#### PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

#### RECOMMENDATION

*That Council note and receive the attached Assembly of Councillor records for the period 13 September 2021 to 26 September 2021.*

#### BACKGROUND

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

Following is a summary of all Assembly of Councillor records received for the period 13 September 2021 to 26 September 2021.

#### ATTACHMENTS

1. Assembly of Councillors - Council Day - 21 September 2021 [12.1.1 - 3 pages]
2. Assembly of Councillors - Archibald Prize 2021 Project Steering Group - 22 September 2021 [12.1.2 - 1 page]

#### 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 13 September 2021 to 26 September 2021.

## **CONFLICT OF INTEREST**

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

## **FINANCIAL IMPACT**

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

## **COMMUNICATION IMPACT**

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

## **LEGISLATIVE IMPACT**

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

## **COUNCIL POLICY IMPACT**

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

## **COUNCIL PLAN IMPACT**

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

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

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

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

## **RESOURCES AND STAFF IMPACT**

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

## **COMMUNITY IMPACT**

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

## **ENVIRONMENTAL IMPACT**

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

**ENGAGEMENT IMPACT**

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

**RISK MANAGEMENT IMPACT**

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

## ASSEMBLY OF COUNCILLORS – 21 SEPTEMBER 2021

MEETING	COUNCILLORS AND OFFICERS IN ATTENDANCE (NAME AND POSITION)				CONFLICT/S OF INTEREST OR ACTION ITEMS
	Name	Attendance	Name	Attendance	
IT / Diary Meeting	Cr Bye	Yes	Cr Stephens	Yes	N/A
	Cr Crossley	Yes	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	Leah Carubia, EA CEO	Yes	N/A
	Cr Rossetti	Yes	Brendon Low, ICT Project Coordinator	Yes	N/A

MEETING	COUNCILLORS AND OFFICERS IN ATTENDANCE				CONFLICT/S OF INTEREST OR ACTION ITEMS
	Name	Attendance	Name	Attendance	
Workshops	Cr Bye	Yes	Cr Tatterson	Yes	N/A
	Cr Crossley	Yes	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	Sharon Houlihan, GM Community & Culture	Yes	N/A
	Cr Rossetti	Yes	Chris Hastie, GM Built & Natural Environment	Yes	N/A
	Cr Stephens	Yes	Brent McAlister, GM Development	Yes	N/A

	MATTERS/ITEMS CONSIDERED AT THE MEETING	OTHERS IN ATTENDANCE
Workshops (cont.)	1. <b>DEVELOPMENT DIVISION UPDATE: PLANNING, MUNICIPAL SERVICES AND ECONOMIC DEVELOPMENT</b>	<ul style="list-style-type: none"> <li>• Barry Hearsey, Acting Manager Land Use Planning</li> <li>• Vanessa Ebsworth, Manager Municipal Services</li> <li>• Kate Foster, Manager Economic Development</li> <li>• Brent McAlister, General Manager Development</li> </ul> <p><i>Conflict of Interest: Nil</i></p>
	2. <b>NORTH SALE DEVELOPER 'INFRASTRUCTURE FUNDING ARRANGEMENT'</b>	<ul style="list-style-type: none"> <li>• Barry Hearsey, Acting Manager Land Use Planning</li> </ul> <p><i>Conflict of Interest: Nil</i></p>
	3. <b>FORMER SALE POLICE STATION SITE AND FORMER SALE HIGH SCHOOL / SPECIALIST SCHOOL SITE UPDATE</b>	<ul style="list-style-type: none"> <li>• Sharon Houlihan, General Manager Community and Culture</li> </ul> <p><i>Conflict of Interest: Nil</i></p>
	4. <b>GELLIONDALE WIND FARM PROJECT UPDATE</b>	<ul style="list-style-type: none"> <li>• Adam Gray, Managing Director – Exceed Energy (external)</li> </ul> <p><i>Conflict of Interest: Nil</i></p>
	5. <b>NBN CO UPDATE</b>	<ul style="list-style-type: none"> <li>• Kate Foster, Manager Economic Development</li> <li>• Paul Johnson, Community Engagement Manager – NBN Co (external)</li> <li>• Alex Aeschlimann, Business Lead – NBN Co (external)</li> <li>• Rowan Lance – NBN Co (external)</li> </ul> <p><i>Conflict of Interest: Nil</i></p>
	6. <b>GIPPSLAND CIRCULAR ECONOMY PRECINCT (KILMANY LANDFILL SITE) UPDATE</b>	<ul style="list-style-type: none"> <li>• Scott McArdle, Managing Director – Nexsys Industries (external)</li> <li>• Brett Singh, Executive Director – GCEP (external)</li> <li>• King Arthur, Executive Director – GCEP (external)</li> </ul> <p><i>Conflict of Interest: Nil</i></p>
	7. <b>AQUA ENERGY REDEVELOPMENT REVIEW</b>	<ul style="list-style-type: none"> <li>• Sharon Houlihan, General Manager Community and Culture</li> <li>• Chris Hastie, General Manager Built and Natural Environment</li> <li>• Ross McWhirter, Acting Manager Leisure Services</li> </ul> <p><i>Conflict of Interest: Nil</i></p>
	8. <b>MUNICIPAL PUBLIC HEALTH AND WELLBEING PLAN 2021 - 2025 - PART 3</b>	<ul style="list-style-type: none"> <li>• Catherine Vassiliou, Acting Manager Communities, Facilities and Emergencies</li> </ul> <p><i>Conflict of Interest: Nil</i></p>
	9. <b>COMMUNITY &amp; CULTURE DIVISION UPDATE - COMMUNITIES, FACILITIES AND EMERGENCIES</b>	<ul style="list-style-type: none"> <li>• Catherine Vassiliou, Acting Manager Communities, Facilities and Emergencies</li> <li>• Sam Matthews, Acting Manager Recovery and Emergencies</li> </ul> <p><i>Conflict of Interest: Nil</i></p>

	<b>10. GIPPSLAND SHARED SERVICES UPDATE</b>	<ul style="list-style-type: none"><li>• Arthur Skipitaris, General Manager Corporate Services</li></ul> <i>Conflict of Interest: Nil</i>
	<b>11. MAFFRA STRUCTURE PLAN – EXHIBITION DRAFT</b>	<ul style="list-style-type: none"><li>• Barry Hearsey, Acting Manager Land Use Planning</li><li>• Caragh Button, Strategic Planner</li></ul> <i>Conflict of Interest: Nil</i>

**ASSEMBLY OF COUNCILLORS – 22 SEPTEMBER 2021**

**ATTACHMENT 12.1.2**

MEETING	COUNCILLORS, OFFICERS AND OTHERS IN ATTENDANCE (NAME AND POSITION)					
<b>Archibald Prize 2021 Project Steering Group</b>	Councillor Name	Attendance	Conflict of Interest	Officer Name	Attendance	Item No.
	Cr Ian Bye	No		D Morcom, CEO	Yes	
	Cr Carolyn Crossley	Yes		A Skipitaris, GMCS	No	
	Cr John Tatterson	No		S Houlihan, GMC&C	Yes	
	Cr Garry Stephens	No		C Hastie, GMB&NE	No	
	Cr Marcus McKenzie	No		B McAlister, GMD	Yes	
	Cr Gayle Maher	No				
	Cr Jill Wood	No				
	Cr Scott Rossetti	No				
OTHERS IN ATTENDANCE (NAME AND POSITION)			MATTERS/ITEMS CONSIDERED AT THE MEETING			
Andrew Thomson, AMAC			Received Director's report			
Simon Gregg, GAG			Received Project Manager's report			
Mel Caple, Project Manager						
Julie Baker, Minutes			Marketing options discussed			
Brian Castles, Community Rep			Staff modelling for event to be finalised			
Wendy Reeves, Media						

## 12.2. AUDIT & RISK COMMITTEE MINUTES

### ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES

#### PURPOSE

To receive and note the minutes of the Audit & Risk Committee meeting held on 9 September 2021.

#### PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

#### RECOMMENDATION

***That:***

- 1. Council receive and note the minutes in brief of the Audit & Risk Committee 9 September 2021 (Attachment 12.2.1) and the confidential attachment Audit & Risk Committee Minutes of 9 September 2021 (Attachment 12.2.3);***
- 2. The information contained in the confidential document Audit & Risk Committee Minutes of 9 September 2021 of this Council meeting agenda and designated confidential under Section 3(1) Confidential Information of the Local Government Act 2020 by the Chief Executive Officer on 16 September 2021 because it relates to the following grounds: e) legal privileged information; and l) information that was confidential information for the purposes of section 77 of the Local Government Act 1989; be designated confidential information under Section 3(1) Confidential Information of the Local Government Act 2020.***

#### BACKGROUND

Council maintains an Audit & Risk Committee in accordance with section 53 of the *Local Government Act 2020*. The Audit & Risk Committee is an independent advisory Committee to Council and its primary objective is to assist Council in the effective conduct of its responsibilities for financial reporting, management of risk, maintaining a reliable system of internal controls and facilitating the organisation's ethical development. Minutes of the Audit & Risk Committee are reported direct to Council.

A copy of the minutes in brief from the Audit & Risk Committee meeting of 9 September 2021 can be found at Attachment 12.2.1 of this report and is provided for the information of Council and the public in general.

#### ATTACHMENTS

1. Audit & Risk Committee - Minutes in Brief - 9 September 2021 [**12.2.1** - 8 pages]
2. Confidential Header Audit & Risk Committee [**12.2.2** - 1 page]
3. CONFIDENTIAL REDACTED - Audit & Risk Committee - Full Minutes - 9 September 2021 [**12.2.3** - 270 pages]

## **OPTIONS**

Council has the following options available:

1. To receive and note the minutes from the Audit & Risk Committee meeting of 9 September 2021; or
2. To seek further information and consider the minutes at a future meeting.

## **PROPOSAL**

To receive and note the minutes of the Audit & Risk Committee meeting held on 9 September 2021.

## **CONFLICT OF INTEREST**

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

## **FINANCIAL IMPACT**

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

## **COMMUNICATION IMPACT**

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

## **LEGISLATIVE IMPACT**

The *Local Government Act 2020*, section 53(1) requires Council to establish an audit committee. Council's Audit & Risk Committee is an Advisory Committee to Council and operates within the Terms of Reference and Charter adopted by Council.

The Audit & Risk Committee Terms of Reference require the minutes of the Audit & Risk Committee to be forwarded to an ordinary meeting of the Council, including a report explaining any specific recommendations and key outcomes.

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

## **COUNCIL POLICY IMPACT**

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

## **COUNCIL PLAN IMPACT**

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

**Strategic Objective 6.3:** *"Maintain a well governed, transparent, high performing, ethical*

*and accountable organisation.”*

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

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

#### **RESOURCES AND STAFF IMPACT**

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

#### **COMMUNITY IMPACT**

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

#### **ENVIRONMENTAL IMPACT**

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

#### **ENGAGEMENT IMPACT**

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

#### **RISK MANAGEMENT IMPACT**

The Audit & Risk Committee Charter identifies the management of risk as one of the primary objectives of the Audit & Risk Committee. The Audit & Risk Committee monitors the risk exposure of Council by determining if management has appropriate risk management processes and adequate management information systems in place.

## AUDIT & RISK COMMITTEE MINUTES IN BRIEF – 9 SEPTEMBER 2021

Present: Mr Chris Badger (Chair)  
Mr Frank Evans  
Ms Kiah Cashman  
Councillor Marcus McKenzie  
Councillor Ian Bye  
Councillor Garry Stephens

In attendance: Mr David Morcom (Chief Executive Officer)  
Mr Arthur Skipitaris (General Manager Corporate Services)  
Mr Ian Carroll (Manager Corporate Finance)  
Mr Phillip Phillipou (Manager Information Services)  
Mr Gordon Robertson (Crowe)  
Mr Deryck Tindall (Crowe)  
Mrs Sheryl Saynor (Executive Support Officer)

**1. Welcome**

Chris Badger welcomed Councillor Ian Bye to the meeting who was attending in the absence of Councillor Stephens.

**2. Apologies – Councillor Garry Stephens (joined the meeting at 3.18pm)**

**3. Closure of Meeting to Public:-**

***Councillor McKenzie/Kiah Cashman  
That the meeting be closed to the public under Section 66(5) of the Local Government Act 2020 to discuss legal privileged information and information that was confidential information for the purposes of section 77 of the Local Government Act 1989.***

**CARRIED**

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

**5. Adoption of Previous Minutes – 26 May 2021:-**

***Kiah Cashman/Frank Evans  
That the Committee adopt the minutes of the previous meeting held on 26 May 2021.***

**CARRIED**

**6. In Camera Session (to be conducted at 1.30pm)**

**7. Action Items from Previous Minutes**

***Frank Evans/Councillor McKenzie  
That the Audit & Risk Committee recommend to Council that it receive the report.***

*That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 2 September 2021 because it relates to the following grounds:*

*(l) information that was confidential information for the purposes of section 77 of the Local Government Act 1989.*

*be designated confidential information under Clause 3(1) of the Local Government Act 2020.*

**CARRIED**

8. a) In Principle Agreement to the Draft Financial and Performance Statements 2020/21  
b) Council Representation Letter  
c) External Audit Management Letter  
d) Committee members to meet with Auditors in camera

**Councillor McKenzie/Councillor Bye**

*That the Audit & Risk Committee recommend to Council that an extraordinary meeting of the Audit & Risk Committee be scheduled to consider the draft Financial and Performance Statements for the year ending 30 June 2021 and allow for an in camera session with the Auditors.*

*That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 2 September 2021 because it relates to the following grounds:*

*(l) information that was confidential information for the purposes of section 77 of the Local Government Act 1989.*

*be designated confidential information under Clause 3(1) of the Local Government Act 2020.*

**CARRIED**

9. Internal Audit Reports

**Councillor McKenzie/Kiah Cashman**

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

*That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 2 September 2021 because it relates to the following grounds:*

*(l) information that was confidential information for the purposes of section 77 of the Local Government Act 1989.*

*be designated confidential information under Clause 3(1) of the Local Government Act 2020.*

**CARRIED**

10. Status of Audit Recommendations

**Councillor McKenzie/Kiah Cashman**

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

*That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 2 September 2021 because it relates to the following grounds:*

*(l) information that was confidential information for the purposes of section 77 of the Local Government Act 1989.*

*be designated confidential information under Clause 3(1) of the Local Government Act 2020.*

**CARRIED**

11. Status of Identified Improvements from various Agencies

*Frank Evans/Kiah Cashman*

*That the Audit & Risk Committee recommend to Council that it receive the report. That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 2 September 2021 because it relates to the following grounds:*

*(l) information that was confidential information for the purposes of section 77 of the Local Government Act 1989.*

*be designated confidential information under Clause 3(1) of the Local Government Act 2020.*

**CARRIED**

12. Gender Equality Act 2020

*Councillor McKenzie/Frank Evans*

*That the Audit & Risk Committee recommend to Council that it receive the report. That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 2 September 2021 because it relates to the following grounds:*

*(l) information that was confidential information for the purposes of section 77 of the Local Government Act 1989.*

*be designated confidential information under Clause 3(1) of the Local Government Act 2020.*

**CARRIED**

13. Review of Council Policies

*Councillor McKenzie/Frank Evans*

*That the Audit & Risk Committee endorse the Credit Card Policy subject to the change as agreed by the Committee.*

**CARRIED**

*Councillor Bye/Kiah Cashman*

*That the Audit & Risk Committee endorse the Fraud Control Policy subject to amendments as agreed by the Committee.*

**CARRIED**

*Frank Evans/Councillor Bye*

*That the Audit & Risk Committee endorse the Disposal of Surplus Council Equipment Policy, subject to any amendments that may arise from the discussion.*

**CARRIED**

*Councillor McKenzie/Kiah Cashman*

*That the Audit & Risk Committee endorse the Major Events Policy subject to change identified.*

**CARRIED**

*Frank Evans/Kiah Cashman*

*That the Audit & Risk Committee endorse the Rental and Leasing of Council Owned Properties Policy.*

**CARRIED**

**Councillor McKenzie/Frank Evans**

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

***That the information contained in this document and designated under Section 3(1)***

***Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 2 September 2021 because it relates to the following grounds:***

***(l) information that was confidential information for the purposes of section 77 of the Local Government Act 1989.***

***be designated confidential information under Clause 3(1) of the Local Government Act 2020.***

**CARRIED**

**14. Update on Strategic Risks and Risk Framework**

**Councillor Bye/Kiah Cashman**

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

***That the information contained in this document and designated under Section 3(1)***

***Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 2 September 2021 because it relates to the following grounds:***

***(l) information that was confidential information for the purposes of section 77 of the Local Government Act 1989.***

***be designated confidential information under Clause 3(1) of the Local Government Act 2020.***

**CARRIED**

**15. Ombudsman's Report: Investigation into how local councils respond to ratepayers in financial hardship**

**Kiah Cashman/Councillor Bye**

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

***That the information contained in this document and designated under Section 3(1)***

***Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 2 September 2021 because it relates to the following grounds:***

***(l) information that was confidential information for the purposes of section 77 of the Local Government Act 1989.***

***be designated confidential information under Clause 3(1) of the Local Government Act 2020.***

**CARRIED**

**16. VAGO Report: Responses to Performance Audit Recommendations: Annual Status Update**

**Councillor McKenzie/Frank Evans**

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

***That the information contained in this document and designated under Section 3(1)***

***Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 2 September 2021 because it relates to the following grounds:***

***(l) information that was confidential information for the purposes of section 77 of the Local Government Act 1989.***

***be designated confidential information under Clause 3(1) of the Local Government Act 2020.***

**CARRIED**

**17. Utilisation of Question Form by Committee**

**Councillor McKenzie/Kiah Cashman**

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

*That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 2 September 2021 because it relates to the following grounds:*

*(l) information that was confidential information for the purposes of section 77 of the Local Government Act 1989.*

*be designated confidential information under Clause 3(1) of the Local Government Act 2020.*

**CARRIED**

**18. Draft Annual Report**

**Councillor Stephens/Frank Evans**

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

*That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 2 September 2021 because it relates to the following grounds:*

*(l) information that was confidential information for the purposes of section 77 of the Local Government Act 1989.*

*be designated confidential information under Clause 3(1) of the Local Government Act 2020.*

**CARRIED**

**19. Related Party Transactions**

**Councillor McKenzie/Councillor Bye**

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

*That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 2 September 2021 because it relates to the following grounds:*

*(l) information that was confidential information for the purposes of section 77 of the Local Government Act 1989.*

*be designated confidential information under Clause 3(1) of the Local Government Act 2020.*

**CARRIED**

**20. CEO Credit Card Expenditure**

**Councillor McKenzie/Councillor Bye**

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

*That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 2 September 2021 because it relates to the following grounds:*

*(l) information that was confidential information for the purposes of section 77 of the Local Government Act 1989.*

*be designated confidential information under Clause 3(1) of the Local Government Act 2020.*

**CARRIED**

**21. Report of reimbursements made to Councillors and members of delegated Committees**

**Kiah Cashman/Frank Evans**

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

*That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 2 September 2021 because it relates to the following grounds:*

*(l) information that was confidential information for the purposes of section 77 of the Local Government Act 1989.  
be designated confidential information under Clause 3(1) of the Local Government Act 2020.  
CARRIED*

**22. Information Services & Cyber Security Update**

**Kiah Cashman/Councillor McKenzie**

*That the Audit & Risk Committee recommend to Council that it receive the report and endorse the recommendations contained within the Cyber Risk Report Update and the Datacentre and Networks Operations Management Consolidation Report.*

*That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 2 September 2021 because it relates to the following grounds:*

*(l) information that was confidential information for the purposes of section 77 of the Local Government Act 1989.  
be designated confidential information under Clause 3(1) of the Local Government Act 2020.  
CARRIED*

**23. Protective Data Security Plan Insights Report**

**Kiah Cashman/Councillor Stephens**

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

*That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 2 September 2021 because it relates to the following grounds:*

*(l) information that was confidential information for the purposes of section 77 of the Local Government Act 1989.  
be designated confidential information under Clause 3(1) of the Local Government Act 2020.  
CARRIED*

**24. Membership of Committee**

**Councillor Stephens/Frank Evans**

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

*That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 2 September 2021 because it relates to the following grounds:*

*(l) information that was confidential information for the purposes of section 77 of the Local Government Act 1989.  
be designated confidential information under Clause 3(1) of the Local Government Act 2020.  
CARRIED*

**25. Council Plan Highlights and Progress of Major Initiatives and Initiatives**

**Councillor McKenzie/Kiah Cashman**

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

*That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 2 September 2021 because it relates to the following grounds:*

*(l) information that was confidential information for the purposes of section 77 of the Local Government Act 1989.*

*be designated confidential information under Clause 3(1) of the Local Government Act 2020.*  
**CARRIED**

**26. Fraud Report**

*Frank Evans/Councillor Stephens*

*That the Audit & Risk Committee recommend to Council that it receive the report.  
That the information contained in this document and designated under Section 3(1)  
Confidential Information of the Local Government Act 2020 as confidential by the Chief  
Executive Officer on 2 September 2021 because it relates to the following grounds:*

*(l) information that was confidential information for the purposes of section 77 of the  
Local Government Act 1989.*

*be designated confidential information under Clause 3(1) of the Local Government Act 2020.*  
**CARRIED**

**27. Excessive Staff Leave**

*Frank Evans/Councillor Bye*

*That the Audit & Risk Committee recommend to Council that it receive the Report.  
That the information contained in this document and designated under Section 3(1)  
Confidential Information of the Local Government Act 2020 as confidential by the Chief  
Executive Officer on 2 September 2021 because it relates to the following grounds:*

*(l) information that was confidential information for the purposes of section 77 of the  
Local Government Act 1989.*

*be designated confidential information under Clause 3(1) of the Local Government Act 2020.*  
**CARRIED**

**28. Current Key Risk Matters**

*Frank Evans/Councillor McKenzie*

*That the Audit & Risk Committee recommend to Council that it receive the report.  
That the information contained in this document and designated under Section 3(1)  
Confidential Information of the Local Government Act 2020 as confidential by the Chief  
Executive Officer on 2 September 2021 because it relates to the following grounds:*

*e) legal privileged information, being information to which legal professional privilege or  
client legal privilege applies;*

*(l) information that was confidential information for the purposes of section 77 of the  
Local Government Act 1989.*

*be designated confidential information under Clause 3(1) of the Local Government Act 2020.*  
**CARRIED**

**29. Insurance Report**

*Councillor Stephens/Councillor McKenzie*

*That the Audit & Risk Committee recommend to Council that it receive the report.  
That the information contained in this document and designated under Section 3(1)  
Confidential Information of the Local Government Act 2020 as confidential by the Chief  
Executive Officer on 2 September 2021 because it relates to the following grounds:*

*(l) information that was confidential information for the purposes of section 77 of the  
Local Government Act 1989.*

*be designated confidential information under Clause 3(1) of the Local Government Act 2020.*  
**CARRIED**

**30. Register of Commissioned Reports**

***Councillor Stephens/Kiah Cashman***

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

***That the information contained in this document and designated under Section 3(1)***

***Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 2 September 2021 because it relates to the following grounds:***

***(I) information that was confidential information for the purposes of section 77 of the Local Government Act 1989.***

***be designated confidential information under Clause 3(1) of the Local Government Act 2020.***

**CARRIED**

**31. General Business**

Nil

**32. Rotating Assessment of and Feedback on Meeting**

**THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 4.19PM.**



WELLINGTON  
SHIRE COUNCIL

*The Heart of Gippsland*

**ORDINARY COUNCIL MEETING  
5 OCTOBER 2021**

On this 16 September 2021, in accordance with Section 3(1) Confidential Information of the *Local Government Act 2020*; I, Arthur Skipitaris (Delegate) declare that the information contained in the attached document **WELLINGTON SHIRE COUNCIL AUDIT & RISK COMMITTEE - MINUTES** is confidential because it relates to the following grounds:

- e) legal privileged information, being information to which legal professional privilege or client legal privilege applies;
- l) information that was confidential information for the purposes of section 77 of the *Local Government Act 1989*.

.....  
General Manager Corporate Services (Delegate)

## 12.3. RE-APPOINTMENT OF THE CHIEF EXECUTIVE OFFICER

### ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES

#### PURPOSE

For Council to re-appoint David Morcom as Council's Chief Executive Officer for a period of five (5) years from 30 January 2022 to 29 January 2027.

#### PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

#### RECOMMENDATION

***That:***

- 1. Council re-appoint David Morcom as Council's Chief Executive Officer for a term of five (5) years from 30 January 2022 to 29 January 2027, pursuant to section 94(4) of the Local Government Act 1989 and in accordance with the public notice published in the Gippsland Times and on Council's website on 14 September 2021.***
- 2. Council authorise the Mayor to finalise a contract of employment with David Morcom, inclusive of annual Enterprise Agreement increases, by 19 October 2021.***
- 3. In accordance with section 94(6) of the Local Government Act 1989, details of David Morcom's total remuneration as Chief Executive Officer under the new contract of employment, be made available for public inspection within 14 days following approval of this recommendation.***

#### BACKGROUND

David Morcom's (current Chief Executive Officer) contract expires on 29 January 2022.

In accordance with sections 94 and 95A of the *Local Government Act 1989*, (a transitional provision under the new *Local Government Act 2020*), Council can pass a resolution to re-appoint its incumbent Chief Executive Officer without the requirement to externally advertise the position. The resolution must be passed in the six (6) months immediately before the Chief Executive Officer's contract is due to expire.

Should Council resolve not to re-appoint its incumbent Chief Executive Officer, then the role must be advertised externally.

#### ATTACHMENTS

Nil

## **OPTIONS**

Council has the following options available:

1. Re-appoint David Morcom as Council's Chief Executive Officer for a term of five (5) years, from 30 January 2022 to 29 January 2027; or
2. Not re-appoint David Morcom as Council's Chief Executive Officer and commence to advertise the role externally.

## **PROPOSAL**

That:

1. Council re-appoint David Morcom as Council's Chief Executive Officer for a term of five (5) years from 30 January 2022 to 29 January 2027, pursuant to section 94(4) of the *Local Government Act 1989* and in accordance with the public notice published in the Gippsland Times and on Council's website on 14 September 2021.
2. Council authorise the Mayor to finalise a contract of employment with David Morcom, inclusive of annual Enterprise Agreement increases, by 19 October 2021.
3. In accordance with section 94(6) of the *Local Government Act 1989*, details of David Morcom's total remuneration as Chief Executive Officer under the new contract of employment, be made available for public inspection within 14 days following approval of this recommendation.

## **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**

A public notice was published in the Gippsland Times and on Council's website on 14 September 2021 pursuant to section 94(4) of the *Local Government Act 1989*, advising that Council intended that at the Ordinary Meeting of Wellington Shire Council scheduled for Tuesday 5 October 2021, a motion would be put that, if passed, would result in the reappointment of Mr David Morcom as Council's Chief Executive Officer without the position being advertised.

## **LEGISLATIVE IMPACT**

Section 94(4) of the *Local Government Act 1989* (a transitional provision under the new *Local Government Act 2020*) enables a Council to pass a resolution to re-appoint its incumbent Chief Executive Officer without the requirement to externally advertise the position. The resolution must be passed in the six (6) months immediately before the Chief Executive Officer's contract is due to expire.

## **COUNCIL POLICY IMPACT**

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

## **COUNCIL PLAN IMPACT**

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

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

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

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

## **RESOURCES AND STAFF IMPACT**

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

## **COMMUNITY IMPACT**

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

## **ENVIRONMENTAL IMPACT**

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

## **ENGAGEMENT IMPACT**

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

## **RISK MANAGEMENT IMPACT**

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

## 13. GENERAL MANAGER DEVELOPMENT

### 13.1. QUARTERLY BUILDING REPORT - APRIL TO JUNE 2021

#### ACTION OFFICER: MANAGER MUNICIPAL SERVICES

#### PURPOSE

To provide a report to Council on building permits issued in the Wellington Shire during the quarter, 1 April 2021 to 30 June 2021.

#### PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

#### RECOMMENDATION

*That Council note the report of building permits issued from 1 April 2021 to 30 June 2021.*

#### 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 2021.

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 2021 to 30 June 2021 there were 341 permits issued with an estimated value of work at \$55,587,267.

The major projects include:

- COWWARR – New school buildings
- MAFFRA – Major alterations/additions to Maffra Vet Clinic, DHHS multi-unit development.
- SALE – DHHS multi-unit developments
- TOONGABBIE – Broiler Farm Works
- New land estate areas in Longford, Maffra, Sale and Stratford are continuing to show elevated levels in residential development

In the previous quarter, 1 January 2021 to 31 March 2021, there were 341 permits issued with an estimated value of work at \$60,202,268.

## **ATTACHMENTS**

1. Wellington Permits Issued [**13.1.1** - 3 pages]
2. Graph 1 - Number of Building Permits [**13.1.2** - 1 page]
3. Graph 2 - Value of Building Works [**13.1.3** - 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 2021 to 30 June 2021.

## **CONFLICT OF INTEREST**

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

## **FINANCIAL IMPACT**

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

## **COMMUNICATION IMPACT**

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

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

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

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

#### **RESOURCES AND STAFF IMPACT**

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

#### **COMMUNITY IMPACT**

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

#### **ENVIRONMENTAL IMPACT**

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

#### **ENGAGEMENT IMPACT**

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

#### **RISK MANAGEMENT IMPACT**

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

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

	April	May	June	Total
<b>AIRLY</b>	0 \$0	1 \$26,715	0 \$0	1.00 \$26,715
<b>ALBERTON</b>	1 \$240,000	0 \$0	2 \$189,000	3.00 \$429,000
<b>ALBERTON WEST</b>	1 \$18,585	0 \$0	0 \$0	1.00 \$18,585
<b>BINGINWARRI</b>	1 \$27,215	0 \$0	0 \$0	1.00 \$27,215
<b>BRIAGOLONG</b>	0 \$0	2 \$710,457	2 \$551,060	4.00 \$1,261,517
<b>BUNDALAGUAH</b>	1 \$31,625	1 \$452,667	1 \$134,750	3.00 \$619,042
<b>CARRAJUNG</b>	1 \$59,000	0 \$0	0 \$0	1.00 \$59,000
<b>CARRAJUNG LOWER</b>	0 \$0	0 \$0	1 \$85,038	1.00 \$85,038
<b>COBAINS</b>	0 \$0	0 \$0	1 \$18,000	1.00 \$18,000
<b>COONGULLA</b>	0 \$0	3 \$522,195	3 \$53,711	6.00 \$575,906
<b>COWWARR</b>	1 \$228,000	2 \$2,108,752	0 \$0	3.00 \$2,336,752
<b>DENISON</b>	0 \$0	1 \$86,000	1 \$85,800	2.00 \$171,800
<b>DEVON NORTH</b>	1 \$33,000	0 \$0	3 \$57,300	4.00 \$90,300
<b>FLYNN'S CREEK</b>	0 \$0	0 \$0	1 \$30,000	1.00 \$30,000
<b>GIFFARD</b>	0 \$0	1 \$451,000	1 \$90,000	2.00 \$541,000
<b>GLENGARRY</b>	0 \$0	0 \$0	1 \$12,000	1.00 \$12,000
<b>GLENMAGGIE</b>	0 \$0	1 \$275,000	0 \$0	1.00 \$275,000
<b>GOLDEN BEACH</b>	5 \$532,843	1 \$12,804	3 \$379,841	9.00 \$925,488

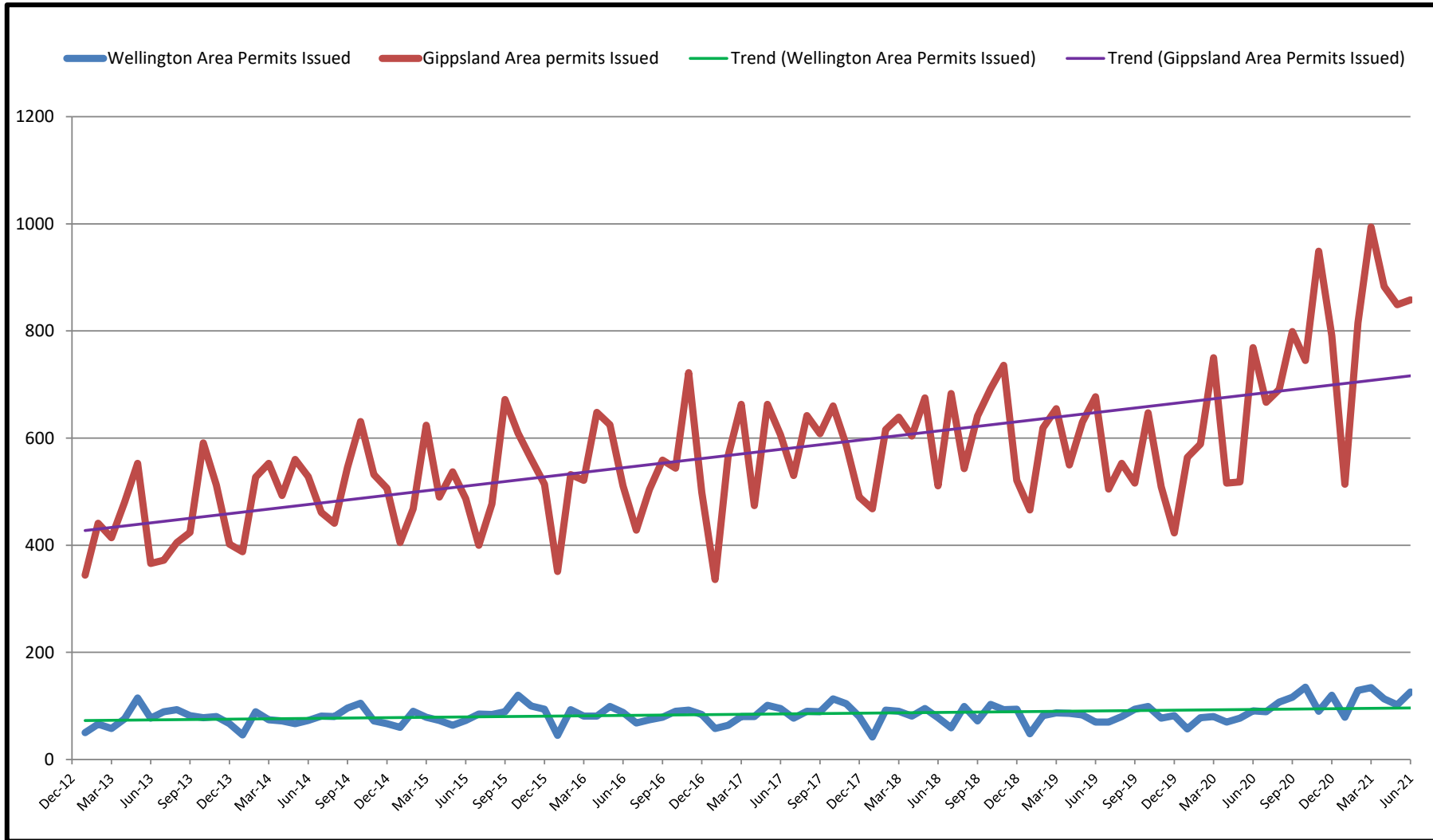
**ATTACHMENT 13.1.1**

	<b>April</b>	<b>May</b>	<b>June</b>	<b>Total</b>
<b>HEYFIELD</b>	6 \$1,159,902	3 \$417,000	5 \$428,194	14.00 \$2,005,096
<b>JACK RIVER</b>	1 \$227,526	1 \$22,600	0 \$0	2.00 \$250,126
<b>KILMANY</b>	0 \$0	1 \$10,000	0 \$0	1.00 \$10,000
<b>LOCH SPORT</b>	2 \$188,460	6 \$502,565	6 \$273,140	14.00 \$964,165
<b>LONGFORD</b>	6 \$1,111,435	4 \$345,580	4 \$1,039,480	14.00 \$2,496,495
<b>MAFFRA</b>	10 \$834,294	12 \$2,033,607	13 \$1,323,653	35.00 \$4,191,554
<b>MANNS BEACH</b>	0 \$0	1 \$27,800	0 \$0	1.00 \$27,800
<b>MCLOUGHLINS BEACH</b>	2 \$7,500	1 \$309,090	0 \$0	3.00 \$316,590
<b>MEERLIEU</b>	1 \$442,548	0 \$0	0 \$0	1.00 \$442,548
<b>MONTGOMERY</b>	0 \$0	1 \$11,526	0 \$0	1.00 \$11,526
<b>MUNRO</b>	1 \$83,050	0 \$0	1 \$13,369	2.00 \$96,419
<b>MYRTLEBANK</b>	0 \$0	2 \$500,375	0 \$0	2.00 \$500,375
<b>NAMBROK</b>	0 \$0	0 \$0	2 \$131,000	2.00 \$131,000
<b>NEWRY</b>	1 \$376,359	6 \$567,160	3 \$137,800	10.00 \$1,081,319
<b>PARADISE BEACH</b>	2 \$163,700	1 \$20,800	0 \$0	3.00 \$184,500
<b>PERRY BRIDGE</b>	0 \$0	1 \$25,900	0 \$0	1.00 \$25,900
<b>PORT ALBERT</b>	3 \$482,011	0 \$0	2 \$36,061	5.00 \$518,072
<b>RIVERSLEA</b>	0 \$0	1 \$15,523	2 \$342,273	3.00 \$357,796
<b>ROSEDALE</b>	4 \$114,815	2 \$725,734	9 \$1,102,163	15.00 \$1,942,712

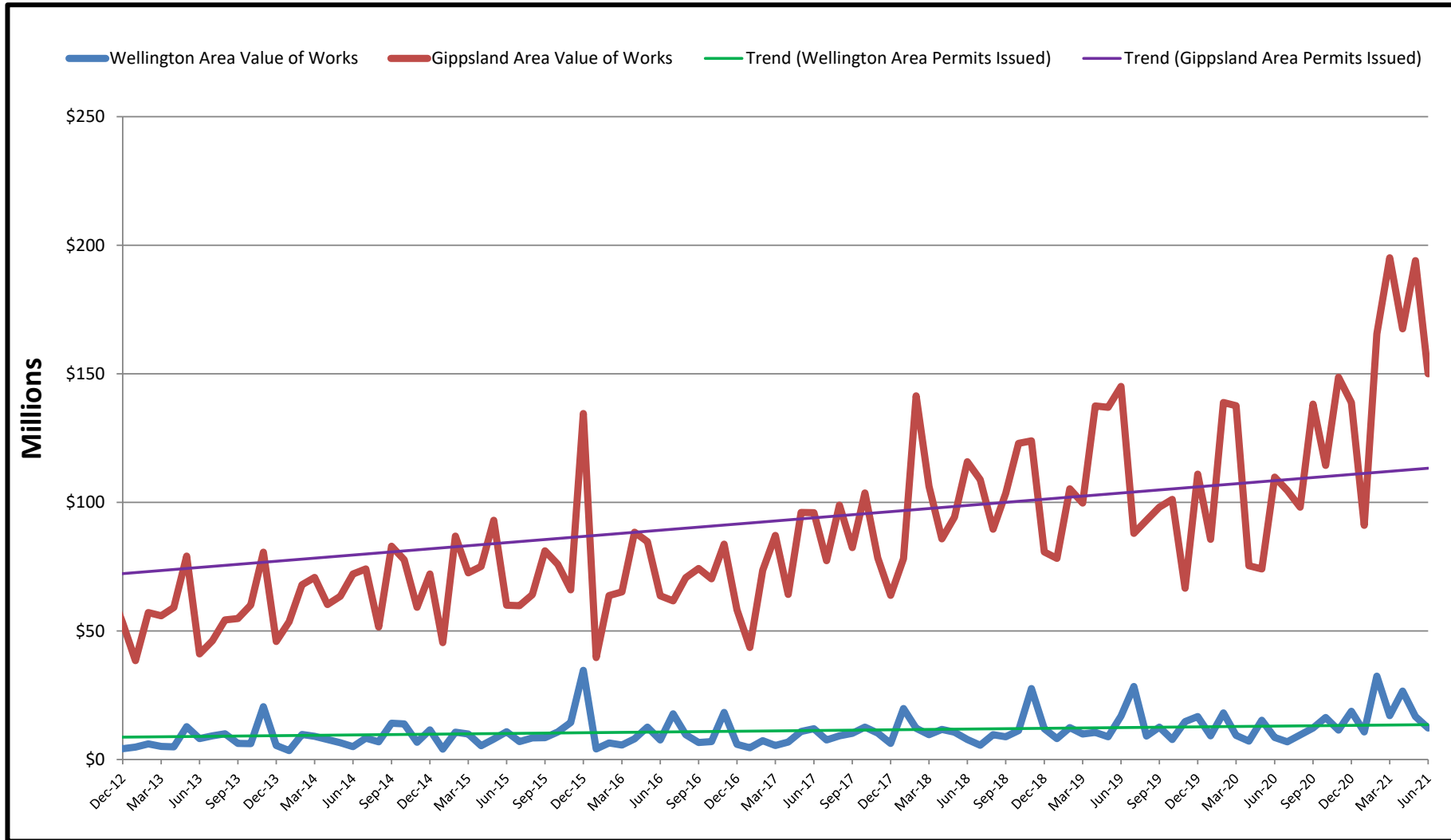
**ATTACHMENT 13.1.1**

	<b>April</b>	<b>May</b>	<b>June</b>	<b>Total</b>
<b>SALE</b>	22 \$3,670,698	23 \$4,260,671	27 \$2,781,814	72.00 \$10,713,183
<b>SEASPRAY</b>	1 \$19,360	0 \$0	6 \$692,521	7.00 \$711,881
<b>SEATON</b>	1 \$15,000	1 \$14,000	0 \$0	2.00 \$29,000
<b>STRADBROKE</b>	0 \$0	1 \$22,590	1 \$35,000	2.00 \$57,590
<b>STRATFORD</b>	20 \$5,082,567	13 \$1,348,069	10 \$1,238,400	43.00 \$7,669,036
<b>TARRA VALLEY</b>	1 \$18,340	0 \$0	1 \$15,551	2.00 \$33,891
<b>TARRAVILLE</b>	1 \$25,000	0 \$0	1 \$45,000	2.00 \$70,000
<b>THE HEART</b>	0 \$0	0 \$0	1 \$9,000	1.00 \$9,000
<b>TINAMBA</b>	2 \$72,760	1 \$383,216	2 \$412,288	5.00 \$868,264
<b>TOONGABBIE</b>	2 \$10,125,193	0 \$0	0 \$0	2.00 \$10,125,193
<b>VALENCIA CREEK</b>	1 \$376,495	0 \$0	0 \$0	1.00 \$376,495
<b>WILLUNG</b>	0 \$0	1 \$34,650	0 \$0	1.00 \$34,650
<b>WON WRON</b>	0 \$0	0 \$0	2 \$66,580	2.00 \$66,580
<b>WOODSIDE</b>	0 \$0	1 \$31,350	1 \$28,345	2.00 \$59,695
<b>WOODSIDE BEACH</b>	1 \$283,500	0 \$0	0 \$0	1.00 \$283,500
<b>WURRUK</b>	6 \$310,836	0 \$0	4 \$343,534	10.00 \$654,370
<b>YARRAM</b>	4 \$250,694	5 \$436,430	3 \$81,464	12.00 \$768,588
<b>Total</b>	113.00 26,612,311	102.00 16,711,826	126.00 12,263,130	341.00 55,587,267

**GRAPH: NUMBER OF BUILDING PERMITS**



**GRAPH: VALUE OF BUILDING WORKS**



## 13.2. STRATEGIC LAND USE PLANNING THIRD QUARTERLY REPORT

### 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 2021).

#### 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 Project and Amendments to this report).*

#### BACKGROUND

The strategic land use planning work program is regularly reviewed by Council's Strategic Land Use Planning Projects Review Group (Review Group), which was appointed by Council at the Special Council meeting of 6 December 2016.

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 Project and Amendments.

#### ATTACHMENTS

1. Current Strategic Land Use Planning Projects and Amendments [13.2.1 - 6 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 2017-21 Theme 2 Services & Infrastructure states the following strategic objective and related strategies:

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

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

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

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

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

## **RESOURCES AND STAFF IMPACT**

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

## **COMMUNITY IMPACT**

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

**ENVIRONMENTAL IMPACT**

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

**ENGAGEMENT IMPACT**

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

**RISK MANAGEMENT IMPACT**

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

# ATTACHMENT 1

## Planning Projects and Amendments

### Current Strategic Planning Projects

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

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 currently being finalised as part of the <i>'Port of Sale Precinct Masterplan Review'</i>.</p>
<p><b>Maffra Structure Plan</b>  <b>Priority: High    Anticipated completion: 21/22</b></p>
Status
<p>As a key strategic land use planning project, the Structure Plan will focus on the growth needs of Maffra and establish a direction as to how and where it should develop into the future. The Structure Plan will, amongst other things:</p> <ul style="list-style-type: none"> <li>• provide an up-to-date and relevant strategic land use planning framework for Maffra;</li> <li>• facilitate the coordinated and integrated growth of the township over the next 20 years;</li> <li>• provide an informed direction for the future supply of land for residential, commercial and industrial uses, and</li> <li>• review associated drainage and infrastructure issues holistically.</li> </ul> <p>Given the constraints associated with the COVID 19 pandemic, Officers have been working closely with consultants Mesh Planning to develop ways to meaningfully progress the Structure Plan process within the parameters of social distancing restrictions.</p> <p>As such, several 'virtual' on-line workshops have been successfully conducted with key internal and external statutory stakeholders and used to inform a <i>'Discussion Paper and Emerging Directions'</i>, which outlines key strategic land use issues and opportunities.</p> <p>A draft Maffra Structure Plan has now been prepared for public exhibition, which is anticipated will occur in November 2021. Mechanisms to allow as full participation as possible are currently being finalised and will be dependent upon government restrictions and limits.</p>
<p><b>Review of Planning Controls - RAAF Base East Sale</b>  <b>Priority: Medium    Anticipated completion: 21/22</b></p>

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.</p> <p>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> <p>A future Planning Scheme Amendment will be undertaken to formally incorporate new controls into the Wellington Planning Scheme.</p>
<p><b>‘Port of Sale Precinct Masterplan - Review and Revision’ and ‘Residential Land Supply Stocktake’.</b>  <b>Priority: High    Anticipated completion: 21/22</b></p>
Status
<p>Strong and consistent feedback received from key stakeholders during the General Manager’s <i>‘Listening Tour’</i>, highlighted the limited availability of lots to purchase for residential development within the key townships, as a priority issue. Relieving the residential lot shortage is a key to increasing population growth, improving economic prosperity and reducing the residential rental shortage.</p> <p>The need to update, consult and to formally adopt the Port of Sale (POS) Masterplan as a key strategic precinct for Council and the community has also been identified as a key project. The key focus will be the east bank education site redevelopment, the west bank redevelopment (both the moorings project and the pedestrian upgrades) and developing a place making plan to activate the public spaces. Other (near-by) key strategic sites - including the former Sale Police Station, connectivity to the TAFE new building site and strategic vacant industrial land at York Street South near the Lake will also be investigated.</p> <p>Both projects are a priority for the 20/21 financial year and have been/will be underpinned by a Charrette exercise. A Charrette (also known as an Enquiry by Design), is an intensive workshop in which a broad range of multi-disciplinary stakeholders are brought together to collaborate on and resolve a design issue(s) or other land use matter. At the close of the Charrette, the result is a shared vision for the subject site/subject matter, which is shared by everyone linked to the development.</p> <p>A series of virtual ‘on-line’ Charrette/Workshop’s, facilitated by Urbanisplus Planning Consultants have been held for the POS Masterplan, with work continuing remotely in the coming months.</p> <p>A draft Masterplan was subject to a period of public exhibition between 15 March – 19 April 2021. Feedback received will, where considered appropriate to do so, be used to inform the final Draft Precinct Masterplan, which is expected to be presented to Council in October 2021.</p>

A Charrette exercise for the Residential Stocktake was held over the course of two sessions in May 2021, with the findings due to be reported to Council later in the year.

**Wellington Growth Management Strategy**

**Priority: Medium     Anticipated completion: 21/22**

**Status**

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

Key elements of a GMS include:

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

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

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

### Current Council Planning Scheme Amendments

<p><b>C99: Updated Flood Mapping</b>  <b>Priority: High     Anticipated Completion: To be confirmed</b></p>
<b>Status</b>
<p>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.</p> <p>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.</p>
<p><b>C109: Implementation of Smart Planning and Planning in the Economic Growth Zone Recommendations</b>  <b>Priority: Medium     Anticipated completion: 21/22</b></p>
<b>Status</b>
<p>In conjunction with the state government, Council has completed several planning studies as part of the '<i>Planning in the Economic Growth Zone</i>' (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.</p> <p>The work of the PEGZ initiative has also been complemented by the completion of the state government's, '<i>Smart Planning Program</i>', which facilitates the restructure of <b>all</b> 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.</p> <p>Amendment C109 seeks to implement and formalise the recommendations of both initiatives into the WPS.</p> <p>At the meeting of 2 June 2020, Council resolved to seek Authorisation from the Minister for Planning to proceed with Amendment C109.</p> <p>A request for Authorisation will be formally sought in due course - subject to the current COVID restrictions and consideration of other project priorities.</p>

### Current Private Planning Scheme Amendments

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

**Status**

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

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

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

### 13.3. COVID-19 BUSINESS SUPPORT PACKAGE 2.0

#### ACTION OFFICER: MANAGER ECONOMIC DEVELOPMENT

#### PURPOSE

The objective of this report is to seek Council's approval for the allocation of funding to implement the proposed COVID-19 Business Support Package 2.0 to support small businesses operating in Wellington Shire.

#### PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

#### RECOMMENDATION

*That Council resolve:*

- 1. To allocate up to \$360,000 to fund the following COVID-19 Business Support Package 2.0:**
  - ***The engagement of Victorian Emergency Ministry to conduct a second round of chaplain visits for mental health support***
  - ***Engagement of the Small Business Mentoring Service***
  - ***Financial assistance to small businesses to build online capability with 'click & collect' on their website***
  - ***Waiving of 2022 Food Act and Public Health and Wellbeing Registration Fees, effective of applications and renewals for the 2022 registration year***
  - ***Waiving/refund of outdoor dining permit fees, roadside trading permit fees, livestock permits, portable advertising/signage permit fees for period of 12 months***
  - ***That rental waivers are granted for Council owned or managed properties for 6 months on a proportionate basis where there has been at least a 30% downturn in revenue***
  - ***Implementation of a marketing campaign and competition 'buy local & win' to promote local spend***
  - ***Upon application by business associations funding annual memberships where the association can demonstrate they meet the assessment criteria listed in the report.***
- 2. To note the following business support initiatives (at no additional cost) that are part of the COVID-19 Business Support Package 2.0;**
  - ***Engagement and promotion of the Business Advisory Service***
  - ***Promotion of 'Partners in Wellbeing' – State Government mental health support***
  - ***Ongoing promotion, campaigns and engagement of ambassadors for Wellington Still Delivering Facebook page***
  - ***Extension of Covid and Concierge role until July/August 2022***
  - ***Supporting business and tourism associations to promote a Gippsland 'Etsy' initiative to support small business who do not have an online presence***

- ***Implement marketing campaigns to support business, tourism and accommodation providers.***

## **BACKGROUND**

There has been an increasing call on Council for support from our small business community who are significantly impacted by the ongoing restrictions and lockdowns due to COVID-19.

In 2020, the Council resolved and rolled out the first COVID-19 Business Support Package 1.0 at cost of approximately \$350,000. It was very well received by Wellington businesses. In 2021 the lockdowns have continued and there is a need for another business support package.

In response to the ongoing impact of this pandemic, the Economic Development team have consulted with small businesses and the Business Boost Reference Group (including all business and tourism associations) to seek their feedback, insights and ideas on how Council can continue to support them.

The initiatives outlined below in the COVID-19 Business Support Package 2.0 takes into account that feedback and forms the basis for the report's recommendations.

This report recommends that up to \$360,000 be allocated by Council to fund the COVID-19 Business Support Package 2.0 for the following:

- The engagement of Victorian Emergency Ministry to conduct a second round of chaplain visits for mental health support
- Engagement of the Small Business Mentoring Service
- Financial assistance to small businesses to build online capability with 'click & collect' on their website
- Waiving of 2022 Food Act and Public Health and Wellbeing Registration Fees, effective of applications and renewals for the 2022 registration year
- Waiving/refund of outdoor dining permit fees, roadside trading permit fees, livestock permits, portable advertising/signage permit fees for period of 12 months
- That rental waivers are granted for Council owned or managed properties for 6 months on a proportionate basis where there has been at least a 30% downturn in revenue
- Implementation of a marketing campaign and competition 'buy local & win' to promote local spend
- Upon application by business associations funding one year's annual membership fees where the association can demonstrate they meet the following assessment criteria;
  - The financial need for the funding taking into account grant funding received in the last 12 months and their current financial position.
  - Proposals for the use of the funds including how the association will partner with the Council on The Middle of Everywhere and 'buy local' promotion campaigns

Secondly, the following business support initiatives (at no additional cost) will also form part of the COVID-19 Business Support Package 2.0, as follows:

- Engagement and promotion of the Business Advisory Service

- Promotion of 'Partners in Wellbeing' – State Government mental health support
- Ongoing promotion, campaigns and engagement of ambassadors for Wellington Still Delivering Facebook page
- Extension of Covid and Concierge role until July/August 2022
- Supporting business and tourism associations to promote a Gippsland 'Etsy' initiative to support small business who do not have an online presence
- Implement marketing campaigns to support business, tourism and accommodation providers.

## **ATTACHMENTS**

Nil

## **OPTIONS**

Council has the following options available:

1. To adopt the recommendation outlined in this report; or
2. Not to support the recommendation outlined in this report and seek further information for consideration by Council at a later date.

## **PROPOSAL**

That Council allocate up to \$360,000 to fund a COVID-19 Business Support Package 2.0 as detailed herein.

## **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 discussed with Council's Corporate Management and Finance teams. The various initiatives have been costed and it is estimated that as a total this could cost Council up to \$360,000.

The allocation of up to \$360,000 to implement this COVID-19 Business Support Package 2.0 will be an unfavourable variation in the current 2021/22 budget. It includes a mixture of additional unbudgeted expenditure and revenue that will not be collected in the form of fees and rentals.

## **COMMUNICATION IMPACT**

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

## **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 2017-21 Theme 5 Economy states the following strategic objective and related strategy:

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

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

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

## **RESOURCES AND STAFF IMPACT**

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

## **COMMUNITY IMPACT**

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

## **ENVIRONMENTAL IMPACT**

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

## **ENGAGEMENT IMPACT**

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

## **RISK MANAGEMENT IMPACT**

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

## 14. GENERAL MANAGER BUILT AND NATURAL ENVIRONMENT

### 14.1. UNSEALED ROADS RECONSTRUCTION WORKS EAST AND URBAN

#### 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 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 2022-014 Unsealed Road Reconstruction Eastern and Urban Maintenance Areas; and***
- 2. The information contained in the confidential attachment Contract 2022-014 Unsealed Road Reconstruction Eastern and Urban Maintenance 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 3 September 2021 because it relates to the following grounds: (g) private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage; be designated confidential information under Section 3(1) Confidential Information of the Local Government Act 2020, except that once this recommendation has been adopted the name of the successful 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 Eastern and Urban Maintenance Areas which is the subject of this report, one for the Western Maintenance Area (which is being awarded under delegation) and one for the Southern Maintenance Area. The works under this contract include the Upper Dargo Road, the Dargo High Plains Road, roads in Glomar Beach, Paradise Beach and the Loch Sport Transfer Station.

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

## **ATTACHMENTS**

1. Confidential Header Unsealed Roads Reconstruction Works East and Urban [14.1.1 - 1 page]
2. CONFIDENTIAL REDACTED - 2022-014 Unsealed Roads Reconstruction Works East and Urban Tender Evaluation Report [14.1.2 - 6 pages]

## **OPTIONS**

Council has the following options available:

1. Adopt the recommendations contained in the attached confidential Tender Evaluation Report for Contract 2022-014 Unsealed Road Reconstruction Eastern and Urban Maintenance 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 2022-014 Unsealed Road Reconstruction Eastern and Urban Maintenance Areas.

## **CONFLICT OF INTEREST**

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

## **FINANCIAL IMPACT**

These works have been budgeted for in the 2021-2022 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 2017-21 Theme 2 Services & Infrastructure states the following strategic objective and related strategy:

**Strategic Objective 2.2:** *“Council assets are responsibly, socially, economically and sustainably managed.”*

Strategy 2.2.3: *“Continue to maintain and enhance Council’s built environment for public amenity and long-term sustainability.”*

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

## **RESOURCES AND STAFF IMPACT**

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

## **COMMUNITY IMPACT**

These works will have a positive community impact as the condition of the roads in this contract will be improved through these works.

## **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**  
**5 October 2021**

On this day, 3 September 2021, in accordance with Section 66 Clause (2)(a) of the *Local Government Act 2020*; I, Chris Hastie, General Manager Built and Natural Environment declare that the information contained in the attached document **CONTRACT 2022-014 UNSEALED ROAD RECONSTRUCTION WORKS EAST AND URBAN** 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**

## 14.2. UNSEALED ROADS RECONSTRUCTION WORKS SOUTHERN 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 the unsealed roads in the Southern 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 2022-016 Unsealed Road Reconstruction Southern Maintenance Area; and***
- 2. The information contained in the confidential attachment Contract 2022-016 Unsealed Road Reconstruction Southern 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 3 September 2021 because it relates to the following grounds: (g) private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage; be designated confidential information under Section 3(1) Confidential Information of the Local Government Act 2020, except that once this recommendation has been adopted the name of the successful 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 Maintenance Area, which is the subject of this report, one for the Western Maintenance Area (which is being awarded under delegation) and one for the Eastern and Urban Maintenance Areas. The works under this contract include Kallady Road, Jack River and Eppelestuns Road, Giffard West.

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

## **ATTACHMENTS**

1. Confidential Header Unsealed Roads Reconstruction Works Southern Area [14.2.1 - 1 page]
2. CONFIDENTIAL REDACTED - 2022-016 Unsealed Road Reconstruction Works Southern Maintenance Area Tender Evaluation Report [14.2.2 - 5 pages]

## **OPTIONS**

Council has the following options available:

1. Adopt the recommendations contained in the attached confidential Tender Evaluation Report for Contract 2022-016 Unsealed Road Reconstruction Southern 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 2022-016 Unsealed Road Reconstruction Southern Maintenance Area.

## **CONFLICT OF INTEREST**

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

## **FINANCIAL IMPACT**

These works have been budgeted for in the 2021-2022 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 2017-21 Theme 2 Services & Infrastructure states the following strategic objective and related strategy:

**Strategic Objective 2.2:** *“Council assets are responsibly, socially, economically and sustainably managed.”*

Strategy 2.2.3: *“Continue to maintain and enhance Council’s built environment for public amenity and long-term sustainability.”*

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

## **RESOURCES AND STAFF IMPACT**

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

## **COMMUNITY IMPACT**

These works will have a positive community impact as the condition of the roads in this contract will be improved through these works.

## **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  
5 October 2021**

On this day, 3 September 2021, in accordance with Section 66 Clause (2)(a) of the *Local Government Act 2020*; I, Chris Hastie, General Manager Built and Natural Environment declare that the information contained in the attached document **CONTRACT 2022-016 UNSEALED ROAD RECONSTRUCTION WOKS SOUTHERN 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***

A handwritten signature in blue ink, appearing to be 'CHAS', is written over a light blue rectangular stamp area.

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

### **14.3. COONGULLA (CENTRAL SCHEME) SPECIAL CHARGE SCHEME - INTENTION TO DECLARE**

#### **ACTION OFFICER: MANAGER BUILT ENVIRONMENT**

#### **PURPOSE**

The purpose of this report is for Council to consider its intention to declare the proposed Coongulla Township (Central Area) Special Charge Street Construction Scheme Number 2102 as a Special Charge Scheme for its construction at Coongulla.

#### **PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY**

#### **RECOMMENDATION**

***That:***

- 1. Council commence the statutory process under the Local Government Act 1989 (the Act) to declare a Special Charge Scheme (Proposed Scheme) for the purposes of constructing certain streets within the central area of the Coongulla Township (being those streets listed and shown on the plan which is attached to and forms part of the Proposed Declaration of Special Charge Scheme Number 2102) and the provision of ancillary works including driveway crossings and culverts (from road edge to building line); and***
- 2. Council in accordance with sections 163(1A) and 163B(3) of the Act, direct that a public notice be given in the Gippsland Times newspaper and on Council's website of the intention of Council to declare the scheme at its ordinary meeting to be held on 1 March 2022 in accordance with the Proposed Declaration of Special Charge Scheme Number 2102; and***
- 3. Council direct that in accordance with section 163(1C) of the Act, separate letters enclosing a copy of the public notice be sent to the owners of the properties referred to and set out in the schedule of properties forming a part of the Proposed Declaration of Special Charge, advising of the intention of Council to declare the Special Charge at its ordinary meeting to be held on 1 March 2022, the basis of the calculation and distribution of the Special Charge and notifying such persons that submissions and/or objections in writing in relation to the Proposed Declaration of Special Charge will be considered and/or taken into account by Council in accordance with sections 163A, 163B and 223 of the Act; and***
- 4. Council appoint three Councillors as determined by Council plus an alternative representative to form the 'Coongulla (Central Area) Special Charge Scheme Submissions Committee' that is established by Council under section 223(1)(b)(i) of the Act, to consider written submissions/objections and to hear any persons who in their written submissions under Section 223 of the Act have requested that they are heard in support of their submissions; and***
- 5. The Chief Executive Officer or the person for the time being acting in that position, be authorised to give public notice of the Proposed Declaration of Special Charge in accordance with Sections 163B and 223 of the Local Government Act 1989; and***
- 6. The Chief Executive Officer, the General Manager Built and Natural Environment or the Manager Built Environment (or any person for the time***

***being acting in any of those positions), each be authorised to carry out any and all other administrative procedures necessary to enable Council to carry out its functions under section 163A and sections 163(1A), (1B) and (1C) and sections 163B and 223 of the Act.***

## **BACKGROUND**

The Coongulla township is located on the north side of Lake Glenmaggie, within the northwestern region of the Wellington Shire. This small residential estate is nestled above the northern shoreline of Lake Glenmaggie in a unique rural setting. The township serves a growing number of owner-occupied property owners who enjoy the rural atmosphere and is also home to many absentee property owners whose owners utilise their homes as a base to enjoy all forms of water sports on the nearby lake, primarily during the school holiday periods.

All streets within Coongulla are unsealed and are of various widths and formations, excepting Ryans Road, being the main access road leading into and through Coongulla, which is sealed. The streets within Coongulla are primarily of a rural type road in appearance and the unsealed sections extend for their full length. All streets are maintained by Wellington Shire Council.

Street construction schemes have been recently declared for the Eastern Area of Coongulla and also a short section of Hodges Road following initial community consultations undertaken by Wellington Shire Council in 2019.

The initial investigation for these Special Charge Schemes commenced following ongoing property owner concerns in relation to dust, rutting and the maintenance grading regime of gravel roads in the Coongulla Township. A public meeting was held with Coongulla property owners and the community on 11 November 2019 which included an outline of a special charge methodology in order to undertake street improvements for the 'whole' township in line with the adopted Residential Road and Street Construction Plan 2019.

A follow up survey with property owners at the time was undertaken and mailed out on 23 January 2020 to determine the level of interest in such a proposal on a 'whole of town' basis. The results from this survey indicated an overall interest with 52% of property owners being in support.

Council Officers analysed the results from the survey to investigate opportunity for undertaking localised street improvements at Coongulla. Subsequently there were two areas within the township where it was identified as having a higher level of support for a street scheme proposal.

A further survey of two areas, known as the Eastern and Central areas was undertaken, with a mail out to property owners occurring on 28 July 2020. The outcome from these surveys was support of 68% and 56% respectively and as indicated above, the Eastern scheme proceeding through to a formal declaration. Construction for this scheme is proposed for this coming summer construction period.

In the interim, ongoing requests from property owners within the Central scheme in the form of letters, emails and phone calls have continually been received by Council Officers, in summary the calls advising of changed circumstances around Covid, etc, along with new ownership changes in property indicating support to a scheme should a new survey be undertaken.

With consideration around these circumstances, it was agreed by Council Officers that a further survey of the Central area would be undertaken.

The formation and sealing streets within the Central Scheme would reduce Council's need for maintenance intervention, whilst providing a higher level of service and safety for the adjacent properties.

It is proposed that the scheme would provide for the sealing generally to a 6m width, with kerbing at intersections as part of the proposed works.

It is considered that the properties which abut unsealed streets within the Central scheme will derive a special benefit from the proposed upgrade works, as a result of:

- Reduction in dust;
- Enhance the amenity of the area;
- Creation of improved riding surfaces;
- Improved road safety for road users;
- Improved access and egress from properties.

Following further investigation of potential methods to facilitate construction works in Coongulla, it was concluded that a special charge scheme, generally in line with Council's Residential Road and Street Construction Plan, was the preferred approach, as this process requires public advertising and is a transparent process that informs the community of Council's contribution.

A letter outlining the proposed scheme with a survey form was mailed out to property owners on 29 June 2021.

The results of the surveys in relation to the proposed scheme were;

	SUPPORT SCHEME		OPPOSE SCHEME		DID NOT REPLY	
	Count	Percentage	Count	Percentage	Count	Percentage
Properties (44)	29	66%	12	27%	3	6%
Property Owners (39)	26	67%	10	26%	3	6%

There are five property owners who own multiple properties. The survey results exclude any Council owned reserves and there are no other exempt properties.

Based on the survey results, the level of support for the Central Area exceeds the 60% threshold acceptance level outlined in the Residential Road and Construction Plan 2019 and therefore it is considered that there is a sufficient level of support for the proposed Special Charge Scheme for the Central Area within the Coongulla township.

## ATTACHMENTS

1. Proposed Declaration of Special Charge [14.3.1 - 10 pages]
2. Maximum Total Levy [14.3.2 - 8 pages]

## OPTIONS

Council has the following options available:

1. Progress the proposed special charge scheme through a full cost recovery apportionment method, by advertising the intention to declare the Special Charge Scheme; or
2. Having trialed and considered other methods of apportionment, progress the proposed scheme through the 'fixed fee method' as outlined in Council's Residential Road and Street Construction Plan, by advertising the intention to declare the Special Charge Scheme; or
3. Not progress the intention to declare the Special Charge Scheme.

## PROPOSAL

That Council progress the proposed scheme through the funding framework generally outlined in Council's Residential Road and Street Construction Plan and advertise its intention to declare a Special Charge Scheme for the construction of streets in Coongulla (Central Area) and ancillary works as outlined in this report.

## CONFLICT OF INTEREST

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

## FINANCIAL IMPACT

Total costs applicable to the Special Charge Scheme (Central Area) are estimated to be \$550,000. The amount to be recovered under the scheme does not include GST.

Based on the funding framework within the Residential Road and Street Construction Plan and as otherwise considered by Council officers to be fair and reasonable based on total special benefits and community benefits to be provided by the works, \$158,400 of the costs are to be apportioned to properties within the Special Charge scheme, with the balance funded by Council.

Amount apportioned to properties within scheme:	\$ 158,400
Portion of cost to be recovered from Council as direct costs:	\$ 391,600
Total estimated cost of scheme:	\$ 550,000

There are four multiple property owners. There are five other non-rateable land (Council reserves) located within the scheme boundary.

The resultant financial impact is a cost to Council estimated at \$391,600 to be funded through the Roads to Recovery Program.

The method of apportioning the costs for this scheme is uniform and is based on access.

To confirm the reasonableness, fairness and appropriateness of the funding framework outlined in Council's Residential Road and Street Construction Plan and otherwise (as being the fairest and most reasonable method of distributing the proposed Special Charge amongst all of the property owners in the Scheme), Council Officers first trialed and

considered a number of different methods of apportionment of the Special Charge – **see attached Proposed Declaration of Special Charge – Schedule 2 (Methods 1 & 2)**, and this has included the completion of a property apportionment based on access only and a combination of access and frontage to the Maximum Total Levy Amount as calculated using the Benefit Ratio calculated for this proposed special charge scheme - **see attached Maximum Total Levy**.

On this basis, the cost per property under such apportionment methods would have been between either \$5,537 and \$11,132 or \$7,000 (respectively) considerably more on an average per property owner basis than the method of distribution which is being proposed for Council's present consideration.

Accordingly, and in light of this 'comparative' work undertaken by Council officers, it is recommended to Council that the method of distributing the Special Charge amongst the property owners, as set out in this report (**Method 3 in Schedule 2 of Proposed Declaration of Special Charge**), is considered to be fair and reasonable.

Property owners liable to pay under the Special Charge scheme will only be invoiced following satisfactory completion of works. Options for payment include full payment within 45 days or 20 quarterly instalments (over five years), including an interest component aligned to Council's cost of finance.

## **COMMUNICATION IMPACT**

A comprehensive public consultation process has been entered into with affected property owners including information letters, surveys and meetings. If the scheme progresses, then ongoing communication will continue with the recommendations of this report.

## **LEGISLATIVE IMPACT**

This scheme has been prepared in accordance with Section 163, 163A, 163B of the *Local Government Act 1989*. Public notification will be in accordance with Sections 163 and 223 of the *Local Government Act 1989*. Submissions and objections to the scheme will be considered in accordance with Sections 163A, 163B and 223 of the *Local Government Act 1989*.

Section (2) of Section 163 of the *Local Government Act 1989* requires Council to determine:

- (a) The total amount of the Special Charge to be levied; and
- (b) The criteria to be used as the basis for declaring the special charge.

Section (2A) of Section 163 of the *Local Government Act 1989* provides that for the purpose of Section (2) (a) the total amount of the Special Charge to be levied must not exceed the amount "S" where  $S = R \times C$  and;

S = is the maximum total amount that may be levied from all the persons who are liable to pay the special rates or special charges.

R = is the benefit ratio determined by the Council in accordance with sub-section (2B).

C = is the total cost of the performance of the function or the exercise of the power under sub-section (1).

A determination for the purposes of complying with the requirements of sections 163(2)(a), (2A) and (2B) of the Act (which also satisfies the requirements of the Ministerial Guidelines) is included in this report as **Maximum Total Levy**.

### **COUNCIL POLICY IMPACT**

The scheme has been prepared in accordance with Council's Special Charge Schemes – Roads, Street and Drainage Development Policy 4.2.4 and the 2019 Residential Road and Street Construction Plan.

### **COUNCIL PLAN IMPACT**

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

**Strategic Objective 2.4:** *“Continued improvement to Wellington Shire's connectivity with further developed, accessible transport networks.”*

Strategy 2.4.2: *“Continue to maintain and enhance Council's road assets infrastructure.”*

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

### **RESOURCES AND STAFF IMPACT**

Implementation of the scheme can be undertaken within the resources of the Assets and Projects unit with the assistance of external contract engineering support for the survey and design of the scheme. In the event the scheme is adopted by Council, construction will be carried out by an approved contractor via a tender process.

### **COMMUNITY IMPACT**

Implementation of this scheme will have a general positive community impact as it will result in the residential section of Hodges Road as outlined in the scheme being fully sealed in line with current service standards. Community benefit is reflected in Council contribution toward the works outcome.

### **ENVIRONMENTAL IMPACT**

Implementation of this scheme will have a positive environmental impact arising from the reduction of dust generated by vehicles as well as improved quality of storm water runoff.

### **ENGAGEMENT IMPACT**

A comprehensive public consultation process has been entered into with affected property owners including:

- Information letter advising property owners of street works proposal on 14 October 2019
- Public meeting held at Coongulla Public Hall - 11 November 2019
- Mail out survey of all property owners (Whole of Town) - 23 January 2020

- Mail out advising support for whole of town scheme was under 60% and mail out survey of all property owners (Eastern and Central Areas) - 28 July 2020
- Mail out advising support for Central Scheme under 60% - 5 October 2020
- Letters, email and phone calls requests from property owners seeking a new survey of Central Area.
- Mail out survey of all property owners (Central Area) - 29 June 2021
- Follow up phone calls and emails requesting replies to the survey.

Ongoing consultation will be carried out through recommendations 2 and 3 of this report.

### **RISK MANAGEMENT IMPACT**

Implementation of the scheme will produce a substantial reduction in risk to motorists and other road users through improved visibility (reduction of dust), improved road surfacing, properly identified through lanes and markings at intersections.

**PROPOSED DECLARATION OF SPECIAL CHARGE****'Coongulla Township (Central Area)- Special Charge Street Construction  
Scheme Number 2102'**

1. Wellington Shire Council (**Council**) proposes to declare a Special Charge (**Special Charge** or **Scheme**) under section 163(1) of the *Local Government Act 1989 (Act)* for the purpose of defraying any expenses or repaying (with interest) any advance made to or any debt incurred or loan to be raised by Council in relation to the preparation, forming and sealing of certain streets in the Coongulla Township (Central Area) – as those streets and roads set out in paragraph 2 of this Proposed Declaration and as they are otherwise shown on the plan which is attached and which forms a part of the Proposed Declaration of Special Charge Scheme Number 2102 (**Scheme Plan**) and for provision all and any necessary ancillary works associated with the construction of the Road, including table drainage, driveway crossover and culverts (from road edge to building line). The Scheme, if declared, is to be known as the 'Coongulla (Central Area)- Special Charge Street Construction Scheme Number 2102'.
2. The streets and the roads to be constructed are (under Council's Road Management Plan) all designated by Council as (or will become) 'Local Access B' roads and are set out as follows –
  - (a) Macalister Drive;
  - (b) Wellington Street;
  - (c) Tamboritha Terrace (CH910-1040);
  - (d) Gillum Drive (25m at intersection);
  - (e) Woolenook Way (30 at intersection)
3. The criteria which will form the basis of the proposed declaration of the Special Charge are the ownership of rateable properties in the area of the Scheme (being properties within the Township of Coongulla as shown on the Scheme Plan) and, based on the application of access benefit units, including having regard to the driveway access of those properties in the Scheme to streets and roads to be formed and sealed (as the properties are set out in paragraphs 8 and 9 of the proposed declaration), the overall benefits which it is considered the properties in the Scheme (based on the physical and other benefits) will receive from the works to be provided under the Scheme.
4. In proposing the declaration of the Special Charge, Council is performing functions and exercising powers in relation to the peace, order and good government of the municipal district of the Shire of Wellington, in particular the provision of proper, safe and suitable roads and property services within the area for which the proposed Special Charge is to be declared (**Works**).
5. The total cost of the performance of the function and the exercise of the power by Council (in relation to the Works) is \$550,000 and this amount is the total estimated cost of the Works to be undertaken by the Scheme.

6. The total amount to be levied under the Scheme as the Special Charge is \$158,400
7. The Special Charge will commence on the date on which it is levied by Council and will remain in force for a period of 5 years.
8. The area for which the proposed Special Charge is to be declared is all of the land shown on the plan set out in the Schedule forming a part of this proposed declaration (being **Schedule 1**).
9. The land in relation to which the proposed Special Charge is to be declared is all that rateable land described in the listing of rateable properties set in the Schedule forming a part of this proposed declaration of Special Charge (being **Schedule 2**).
10. The proposed Special Charge will be assessed and levied in accordance with the amounts set out alongside each property in the Schedule forming a part of this proposed declaration (being **Schedule 2**), such amounts having been assessed and determined by Council as (and are based on) a fixed charge for each property having regard to access, including and in particular driveway access. Properties which have a shared driveway access to the street to be constructed via common property will have their access benefits calculated on the basis of 100% for the first property and 50% for each additional property (with access being apportioned to each of the properties so as to equal the sum of the percentages divided by the number of properties with common property access), and any other benefits.
11. Subject to any further resolution of Council, the Special Charge will be levied by Council sending a notice in the prescribed form to the owners of the properties in the Scheme by which the Special Charge is to be paid –
  - (a) In full amount within 45 days of the notice; or
  - (b) By way of quarterly instalments in the manner set out in paragraph 12.
12. Because the performance of the function and the exercise of the power in respect of which the proposed Special Charge is to be declared and levied relates substantially to the provision of capital works, special ratepayers will be given an instalment plan under which –
  - (a) Quarterly instalments are to be paid over a 5 year period, or other such period as negotiated; and
  - (b) Quarterly instalments will include a component for reasonable interest costs, the total of which will not exceed the estimated borrowing costs of Council in respect of the construction of the Road by more than 1 per cent.
13. Council will consider cases of financial and other hardship, and may consider other payment options for the Special Charge.
14. No incentives will be given for the payment of the Special Charge before the due date for payment.

15. Council considers that there will be a special benefit to the persons required to pay the Special Charge because there will be a benefit to those persons over and above, or greater than, the benefit that is available to persons who are not subject to the proposed Special Charge, and directly and indirectly as a result of the expenditure proposed by the Special Charge, the value and the use, occupation and enjoyment of the properties included in the Scheme will be maintained or enhanced through the provision of proper, safe and suitable roads and property services. Without limitation, Council considers that the Works will –
- (a) Reduce dust;
  - (b) Enhance the amenity and character of the land, and local area;
  - (c) Create improved riding surfaces for the roads;
  - (d) Improve access and egress from properties;
  - (e) Improve road drainage; and
  - (f) Improve road safety for motorists, cyclists.
16. For the purposes of having determined the total amount of the Special Charge to be levied under the Scheme, Council further considers and formally determines for the purposes of sections 163(2)(a), (2A) and (2B) of the Act that the estimated proportion of the total benefits of the Scheme to which the performance of the function and the exercise of the power relates (including all special and community benefits) that will accrue as special benefits to all persons who are liable to pay the Special Charge is in a ratio of 0.56 or 56%, noting however that, in the exercise of its discretions, Council has chosen to make a further contribution to the cost of the Works so as to arrive at a Revised Maximum Total Levy Amount of \$158,400.

### **SCHEDULES TO DECLARATION**

Schedule 1 - Scheme plan area

Schedule 2 - Listing of all properties with amount of special charges payable and showing manner of calculation of special charge apportionment;

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

Method 2 - Maximum Levy at 100% Access Benefit

Method 3 - Fixed Fee

Schedule 1

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

Scheme Boundary 



Schedule 2

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

WELLINGTON SHIRE COUNCIL  
COONGULLA (CENTRAL) CONSTRUCTION SCHEME - APPORTIONMENT OF COST - MAX. LEVY AMOUNT - 50% ACCESS & 50% FRONTAGE

ASSES NO.	PARCEL NO.	TITLE DETAILS	STREET ADDRESS OF PROPERTY	ACCESS BENEFIT (AB)	FRONTAGE (F)	SIDEAGE & REARAGE (S&R)	TOTAL APPORTIONED LENGTH (AL=Fx0.3S&R)	SCHEME AMOUNT DUE (=ABxR+ALxR)
MACLAISTER DRIVE								
1	37589	350835 LOT: 296 LP: 55070	2 MacAlister DVE, COONGULLA	1	17.5		17.50	\$6,046.71
2	37590	350835 LOT: 297 LP: 55070	4 MacAlister DVE, COONGULLA	1	21		21.00	\$6,556.05
3	37591	350850 LOT: 1 PS: 204302	6 MacAlister DVE, COONGULLA	1	16		16.00	\$5,828.42
4	37592	350868 LOT: 2 PS: 204302	8 MacAlister DVE, COONGULLA	1	21.5	23	28.40	\$7,632.94
5	37594	350876 LOT: 342 LP: 55070	22 MacAlister DVE, COONGULLA	1	19.8		19.80	\$6,381.42
6	37595	350892 LOT: 343 LP: 55070	24 MacAlister DVE, COONGULLA	1	19.8		19.80	\$6,381.42
7	37596	350900 LOT: 344 LP: 55070	26 MacAlister DVE, COONGULLA	1	23	29	31.70	\$8,113.17
8	37597	350918 LOT: 265 LP: 55070	28 MacAlister DVE, COONGULLA	1	18	30	27.00	\$7,429.20
9	37598	350926 LOT: 264 LP: 55070	30 MacAlister DVE, COONGULLA	1	25.4		25.40	\$7,196.36
10	37599	350934 LOT: 263 LP: 55070	32 MacAlister DVE, COONGULLA	1	22.3	non-rateable		\$0.00
11	37600	350934 LOT: RES LP: 55070	MacAlister DVE, COONGULLA		8	non-rateable		\$0.00
12	37601	350934 LOT: 1 TP: 909203G	MacAlister DVE, COONGULLA		66	non-rateable		\$0.00
13	37602	350967 LOT: 91 LP: 54201	19 MacAlister DVE, COONGULLA	1	26.1		26.10	\$7,298.23
14	37603	350975 PC: 108633	17 MacAlister DVE, COONGULLA	1	30		30.00	\$7,865.78
15	37604	350983 LOT: 94 LP: 54201	13 MacAlister DVE, COONGULLA	1	15.5		15.50	\$5,755.65
16	37605	350991 LOT: 95 LP: 54201	11 MacAlister DVE, COONGULLA	1	15.5		15.50	\$5,755.65
17	37606	351007 LOT: 261 LP: 54201	3 MacAlister DVE, COONGULLA	1	14.5		14.50	\$5,610.13
18	37611	351015 PC: 360823G	1 MacAlister DVE, COONGULLA	1	22.6		22.60	\$6,788.89
TAMBORITHA TERRACE								
19	37765	352476 LOT: RES LP: 54201	Tamboritha TCE, COONGULLA		11	non-rateable		\$0.00
20	55836	381905 LOT: RES10 LP: 54201	Tamboritha TCE, COONGULLA		11	non-rateable		\$0.00
21	62336	352492 PC379245R	122-124 Tamboritha TCE, COONGULLA	1	25.7		25.70	\$7,240.02
22	37768	352518 LOT: 88 LP: 54201	126 Tamboritha TCE, COONGULLA	1	14		14.00	\$5,537.36
23	37769	352518 LOT: 87 LP: 54201	128 Tamboritha TCE, COONGULLA	1	39.6		39.60	\$9,262.83
24	37770	352526 LOT: 1 TP: 134344	130 Tamboritha TCE, COONGULLA	1	21.4		21.40	\$6,614.26
25	37771	352534 LOT: 85 LP: 54201	132 Tamboritha TCE, COONGULLA	1	24.1	27	32.20	\$8,185.94
26	59072	352542 PC: 373414C	129-133 Tamboritha TCE, COONGULLA	1	15.4	57	32.50	\$8,229.60
27	59027	352583 PC: 373438M	125-127 Tamboritha TCE, COONGULLA	1	31.5	33.1	41.43	\$9,529.14

WELLINGTON STREET									
28	37834	353136	LOT: 242 LP: 54201	1	15.2	15.20			\$5,712.00
29	37835	353136	LOT: 241 LP: 54201	1	15.2	15.20			\$5,712.00
30	37836	353144	LOT: 240 LP: 54201	1	15.2	15.20			\$5,712.00
31	37837	353151	LOT: 239 LP: 54201	1	15.2	15.20			\$5,712.00
32	37838	353169	LOT: 238 LP: 54201	1	15.2	15.20			\$5,712.00
33	37839	353185	LOT: 237 LP: 54201	1	15.2	15.20			\$5,712.00
34	37840	353185	PC: 109305	1	30.4	30.40			\$7,923.99
35	37841	353193	PC: 351302	1	45.6	45.60			\$10,135.99
36	37842	353201	LOT: 231 LP: 54201	1	15.2	15.20			\$5,712.00
37	37843	353219	LOT: 230 LP: 54201	1	15.2	15.20			\$5,712.00
38	37844	353227	PC: 350527S	1	40	52.45	41.5		\$11,132.84
39	37845	353235	PC: 171524K	1	22.5	34.95	41.5		\$8,586.13
40	37846	353243	LOT: 98 LP: 54201	1	15.2	15.20			\$5,712.00
41	10451	353268	PC: 356973K	1	30.4	30.40			\$7,923.99
42	61961	353276	PC: 377350F	1	30.4	30.40			\$7,923.99
43	37852	353292	LOT: 1 TP: 192296L	1	15.2	15.20			\$5,712.00
44	37853	353300	PC: 351838	1	30.4	30.40			\$7,923.99
45	37854	353326	LOT: 106 LP: 54201	1	19	19.00			\$6,264.99
46	37855	353326	LOT: 107 LP: 54201	1	39	39.00			\$9,175.51
47	37856	353334	LOT: 108 LP: 54201	1	20	20.00			\$6,410.52
48	37857	353342	LOT: 109 LP: 54201	1	20	20.00			\$6,410.52
49	37858	353359	LOT: 110 LP: 54201	1	16	16.00			\$5,828.42
<b>TOTALS</b>				<b>44</b>	<b>1091.9</b>	<b>282.1</b>	<b>1058.23</b>		<b>\$308,000.00</b>
<b>TOTAL ESTIMATED COST OF SCHEME</b>									
<b>COUNCIL CONTRIBUTION</b>					<b>\$ 550,000</b>				
<b>APPORTIONED AMOUNT</b>					<b>\$ 242,000</b>				
					<b>\$ 308,000</b>				
<b>AMOUNT APPORTIONED TO ACCESS - 50%</b>					<b>\$ 154,000</b>				
<b>AMOUNT APPORTIONED TO FRONTAGE 50%</b>					<b>\$ 154,000</b>				
Apportionment Rate - (Access Benefit Units)					<b>\$3,500.00</b>				<b>per ABU (R)</b>
Apportionment Rate - (Abuttal Length)					<b>\$ 145.53</b>				<b>per m (R)</b>

Method 2 - Maximum Levy at 100% Access Benefit

WELLINGTON SHIRE COUNCIL

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

PARCEL NO.	ASSES. NO.	TITLE DETAILS	STREET ADDRESS OF PROPERTY	ACCESS BENEFIT	ACCESS BENEFIT FACTOR APPLIED FOR COMM. PROP.	APPORTIONED ACCESS BENEFIT (AAB)	FIXED RATE CONTRIBUTION (FRC)	SCHEME AMOUNT DUE (= AAB x FRC)
<b>MACLAISTER DRIVE</b>								
1	37589	350835 LOT: 296 LP: 55070	2 MacAlister DVE, COONGULLA	1		1	\$7,000.00	\$7,000.00
2	37590	350835 LOT: 297 LP: 55070	4 MacAlister DVE, COONGULLA	1		1	\$7,000.00	\$7,000.00
3	37591	350850 LOT: 1 PS: 204302	6 MacAlister DVE, COONGULLA	1		1	\$7,000.00	\$7,000.00
4	37592	350868 LOT: 2 PS: 204302	8 MacAlister DVE, COONGULLA	1		1	\$7,000.00	\$7,000.00
5	37594	350876 LOT: 342 LP: 55070	22 MacAlister DVE, COONGULLA	1		1	\$7,000.00	\$7,000.00
6	37595	350892 LOT: 343 LP: 55070	24 MacAlister DVE, COONGULLA	1		1	\$7,000.00	\$7,000.00
7	37596	350900 LOT: 344 LP: 55070	26 MacAlister DVE, COONGULLA	1		1	\$7,000.00	\$7,000.00
8	37597	350918 LOT: 265 LP: 55070	28 MacAlister DVE, COONGULLA	1		1	\$7,000.00	\$7,000.00
9	37598	350926 LOT: 264 LP: 55070	30 MacAlister DVE, COONGULLA	1		1	\$7,000.00	\$7,000.00
10	37599	350934 LOT: 263 LP: 55070	32 MacAlister DVE, COONGULLA	1		1	\$7,000.00	\$7,000.00
11	37600	350934 LOT: RES LP: 55070	MacAlister DVE, COONGULLA		non-rateable			
12	37601	350934 LOT: 1 TP: 909203G	MacAlister DVE, COONGULLA		non-rateable			
13	37602	350967 LOT: 91 LP: 54201	19 MacAlister DVE, COONGULLA	1		1	\$7,000.00	\$7,000.00
14	37603	350975 PC: 108633	17 MacAlister DVE, COONGULLA	1		1	\$7,000.00	\$7,000.00
15	37604	350983 LOT: 94 LP: 54201	13 MacAlister DVE, COONGULLA	1		1	\$7,000.00	\$7,000.00
16	37605	350991 LOT: 95 LP: 54201	11 MacAlister DVE, COONGULLA	1		1	\$7,000.00	\$7,000.00
17	37606	351007 LOT: 261 LP: 54201	3 MacAlister DVE, COONGULLA	1		1	\$7,000.00	\$7,000.00
18	37611	351015 PC: 360823G	1 MacAlister DVE, COONGULLA	1		1	\$7,000.00	\$7,000.00
<b>TAMBORITHA TERRACE</b>								
19	37765	352476 LOT: RES LP: 54201	Tamboritha TCE, COONGULLA		non-rateable			
20	55836	381905 LOT: RES10 LP: 54201	Tamboritha TCE, COONGULLA		non-rateable			
21	62336	352492 PC379245R	122-124 Tamboritha TCE, COONGULLA	1		1	\$7,000.00	\$7,000.00
22	37768	352518 LOT: 88 LP: 54201	126 Tamboritha TCE, COONGULLA	1		1	\$7,000.00	\$7,000.00
23	37769	352518 LOT: 87 LP: 54201	128 Tamboritha TCE, COONGULLA	1		1	\$7,000.00	\$7,000.00
24	37770	352526 LOT: 1 TP: 134344	130 Tamboritha TCE, COONGULLA	1		1	\$7,000.00	\$7,000.00
25	37771	352534 LOT: 85 LP: 54201	132 Tamboritha TCE, COONGULLA	1		1	\$7,000.00	\$7,000.00
26	59072	352542 PC: 373414C	129-133 Tamboritha TCE, COONGULLA	1		1	\$7,000.00	\$7,000.00
27	59027	352583 PC: 373438M	125-127 Tamboritha TCE, COONGULLA	1		1	\$7,000.00	\$7,000.00

28	37834	353136 LOT: 242 LP: 54201	WELLINGTON STREET	1	1	\$7,000.00	\$7,000.00
29	37835	353136 LOT: 241 LP: 54201	4 Wellington ST, COONGULLA	1	1	\$7,000.00	\$7,000.00
30	37836	353144 LOT: 240 LP: 54201	6 Wellington ST, COONGULLA	1	1	\$7,000.00	\$7,000.00
31	37837	353151 LOT: 239 LP: 54201	8 Wellington ST, COONGULLA	1	1	\$7,000.00	\$7,000.00
32	37838	353169 LOT: 238 LP: 54201	10 Wellington ST, COONGULLA	1	1	\$7,000.00	\$7,000.00
33	37839	353185 LOT: 237 LP: 54201	12 Wellington ST, COONGULLA	1	1	\$7,000.00	\$7,000.00
34	37840	353185 PC: 109305	14 Wellington ST, COONGULLA	1	1	\$7,000.00	\$7,000.00
35	37841	353193 PC: 351302	16-18 Wellington ST, COONGULLA	1	1	\$7,000.00	\$7,000.00
36	37842	353201 LOT: 231 LP: 54201	24 Wellington ST, COONGULLA	1	1	\$7,000.00	\$7,000.00
37	37843	353219 LOT: 230 LP: 54201	26 Wellington ST, COONGULLA	1	1	\$7,000.00	\$7,000.00
38	37844	353227 PC: 350527S	28 Wellington ST, COONGULLA	1	1	\$7,000.00	\$7,000.00
39	37845	353235 PC: 171524K	32 Wellington ST, COONGULLA	1	1	\$7,000.00	\$7,000.00
40	37846	353243 LOT: 98 LP: 54201	31 Wellington ST, COONGULLA	1	1	\$7,000.00	\$7,000.00
41	10451	353268 PC: 356973K	27 Wellington ST, COONGULLA	1	1	\$7,000.00	\$7,000.00
42	61961	353276 PC: 377350F	23 Wellington ST, COONGULLA	1	1	\$7,000.00	\$7,000.00
43	37852	353292 LOT: 1 TP: 192296L	19-21 Wellington ST, COONGULLA	1	1	\$7,000.00	\$7,000.00
44	37853	353300 PC: 351838	17 Wellington ST, COONGULLA	1	1	\$7,000.00	\$7,000.00
45	37854	353326 LOT: 106 LP: 54201	15 Wellington ST, COONGULLA	1	1	\$7,000.00	\$7,000.00
46	37855	353326 LOT: 107 LP: 54201	11 Wellington ST, COONGULLA	1	1	\$7,000.00	\$7,000.00
47	37856	353334 LOT: 108 LP: 54201	9 Wellington ST, COONGULLA	1	1	\$7,000.00	\$7,000.00
48	37857	353342 LOT: 109 LP: 54201	5 Wellington ST, COONGULLA	1	1	\$7,000.00	\$7,000.00
49	37858	353359 LOT: 110 LP: 54201	3 Wellington ST, COONGULLA	1	1	\$7,000.00	\$7,000.00
			1 Wellington ST, COONGULLA	1	1	\$7,000.00	\$7,000.00
<b>TOTALS</b>				<b>44</b>	<b>44</b>		<b>\$308,000.00</b>
<b>TOTAL ESTIMATED COST OF SCHEME</b>						<b>\$550,000.00</b>	
<b>COUNCIL CONTRIBUTION</b>						<b>\$242,000.00</b>	
<b>APPORTIONED AMOUNT</b>						<b>\$308,000.00</b>	

ABU FACTOR CALCULATION FOR COMMON PROPERTY  
 Calculation - First property at .100% with 50% for each additional property divided by number of properties  
 Address  
 Nil

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

WELLINGTON SHIRE COUNCIL  
COONGULLA (CENTRAL) CONSTRUCTION SCHEME - APPORTIONMENT OF COST - REVISED MAX. LEVY AMOUNT - ACCESS ONLY

PARCEL NO.	ASSES. NO.	TITLE DETAILS	STREET ADDRESS OF PROPERTY	ACCESS BENEFIT	ACCESS BENEFIT FACTOR APPLIED FOR COMM. PROP.	APPORTIONED ACCESS BENEFIT (AAB)	FIXED RATE CONTRIBUTION (FRC)	SCHEME AMOUNT DUE (= AAB x FRC)
<b>MACLAISTER DRIVE</b>								
1	37589	350835 LOT: 296 LP: 55070	2 MacAlister DVE, COONGULLA	1		1	\$3,600.00	\$3,600.00
2	37590	350835 LOT: 297 LP: 55070	4 MacAlister DVE, COONGULLA	1		1	\$3,600.00	\$3,600.00
3	37591	350850 LOT: 1 PS: 204302	6 MacAlister DVE, COONGULLA	1		1	\$3,600.00	\$3,600.00
4	37592	350868 LOT: 2 PS: 204302	8 MacAlister DVE, COONGULLA	1		1	\$3,600.00	\$3,600.00
5	37594	350876 LOT: 342 LP: 55070	22 MacAlister DVE, COONGULLA	1		1	\$3,600.00	\$3,600.00
6	37595	350892 LOT: 343 LP: 55070	24 MacAlister DVE, COONGULLA	1		1	\$3,600.00	\$3,600.00
7	37596	350900 LOT: 344 LP: 55070	26 MacAlister DVE, COONGULLA	1		1	\$3,600.00	\$3,600.00
8	37597	350918 LOT: 265 LP: 55070	28 MacAlister DVE, COONGULLA	1		1	\$3,600.00	\$3,600.00
9	37598	350926 LOT: 264 LP: 55070	30 MacAlister DVE, COONGULLA	1		1	\$3,600.00	\$3,600.00
10	37599	350934 LOT: 263 LP: 55070	32 MacAlister DVE, COONGULLA	1	non-rateable	1	\$3,600.00	\$3,600.00
11	37600	350934 LOT: RES LP: 55070	MacAlister DVE, COONGULLA		non-rateable			
12	37601	350934 LOT: 1 TP: 909203G	MacAlister DVE, COONGULLA		non-rateable			
13	37602	350967 LOT: 91 LP: 54201	19 MacAlister DVE, COONGULLA	1		1	\$3,600.00	\$3,600.00
14	37603	350975 PC: 108633	17 MacAlister DVE, COONGULLA	1		1	\$3,600.00	\$3,600.00
15	37604	350983 LOT: 94 LP: 54201	13 MacAlister DVE, COONGULLA	1		1	\$3,600.00	\$3,600.00
16	37605	350991 LOT: 95 LP: 54201	11 MacAlister DVE, COONGULLA	1		1	\$3,600.00	\$3,600.00
17	37606	351007 LOT: 261 LP: 54201	3 MacAlister DVE, COONGULLA	1		1	\$3,600.00	\$3,600.00
18	37611	351015 PC: 360823G	1 MacAlister DVE, COONGULLA	1		1	\$3,600.00	\$3,600.00
<b>TAMBORITHA TERRACE</b>								
19	37765	352476 LOT: RES LP: 54201	Tamboritha TCE, COONGULLA		non-rateable			
20	55836	381905 LOT: RES10 LP: 54201	Tamboritha TCE, COONGULLA		non-rateable			
21	62336	352492 PC379245R	122-124 Tamboritha TCE, COONGULLA	1		1	\$3,600.00	\$3,600.00
22	37768	352518 LOT: 88 LP: 54201	126 Tamboritha TCE, COONGULLA	1		1	\$3,600.00	\$3,600.00
23	37769	352518 LOT: 87 LP: 54201	128 Tamboritha TCE, COONGULLA	1		1	\$3,600.00	\$3,600.00
24	37770	352526 LOT: 1 TP: 134344	130 Tamboritha TCE, COONGULLA	1		1	\$3,600.00	\$3,600.00
25	37771	352534 LOT: 85 LP: 54201	132 Tamboritha TCE, COONGULLA	1		1	\$3,600.00	\$3,600.00
26	59072	352542 PC: 373414C	129-133 Tamboritha TCE, COONGULLA	1		1	\$3,600.00	\$3,600.00
27	59027	352583 PC: 373438M	125-127 Tamboritha TCE, COONGULLA	1		1	\$3,600.00	\$3,600.00

WELLINGTON STREET					
28	37834 353136 LOT: 242 LP: 54201	1	1	\$3,600.00	\$3,600.00
29	37835 353136 LOT: 241 LP: 54201	1	1	\$3,600.00	\$3,600.00
30	37836 353144 LOT: 240 LP: 54201	1	1	\$3,600.00	\$3,600.00
31	37837 353151 LOT: 239 LP: 54201	1	1	\$3,600.00	\$3,600.00
32	37838 353169 LOT: 238 LP: 54201	1	1	\$3,600.00	\$3,600.00
33	37839 353185 LOT: 237 LP: 54201	1	1	\$3,600.00	\$3,600.00
34	37840 353185 PC: 109305	1	1	\$3,600.00	\$3,600.00
35	37841 353193 PC: 351302	1	1	\$3,600.00	\$3,600.00
36	37842 353201 LOT: 231 LP: 54201	1	1	\$3,600.00	\$3,600.00
37	37843 353219 LOT: 230 LP: 54201	1	1	\$3,600.00	\$3,600.00
38	37844 353227 PC: 350527S	1	1	\$3,600.00	\$3,600.00
39	37845 353235 PC: 171524K	1	1	\$3,600.00	\$3,600.00
40	37846 353243 LOT: 98 LP: 54201	1	1	\$3,600.00	\$3,600.00
41	10451 353268 PC: 356973K	1	1	\$3,600.00	\$3,600.00
42	61961 353276 PC: 377350F	1	1	\$3,600.00	\$3,600.00
43	37852 353292 LOT: 1 TP: 192296L	1	1	\$3,600.00	\$3,600.00
44	37853 353300 PC: 351838	1	1	\$3,600.00	\$3,600.00
45	37854 353326 LOT: 106 LP: 54201	1	1	\$3,600.00	\$3,600.00
46	37855 353326 LOT: 107 LP: 54201	1	1	\$3,600.00	\$3,600.00
47	37856 353334 LOT: 108 LP: 54201	1	1	\$3,600.00	\$3,600.00
48	37857 353342 LOT: 109 LP: 54201	1	1	\$3,600.00	\$3,600.00
49	37858 353359 LOT: 110 LP: 54201	1	1	\$3,600.00	\$3,600.00
<b>TOTALS</b>		<b>44</b>	<b>44</b>		<b>\$158,400.00</b>

TOTAL ESTIMATED COST OF SCHEME	\$550,000.00
COUNCIL CONTRIBUTION	\$391,600.00
APPORTIONED AMOUNT	\$158,400.00

ABU FACTOR CALCULATION FOR COMMON PROPERTY  
 Calculation - First property at 100% with 50% for each additional property divided by number of properties  
 Address  
 Nil

**COONGULLA (CENTRAL AREA) STREET CONSTRUCTION SCHEME  
SPECIAL CHARGE SCHEME NUMBER 2102**

**Determination under Sections 163(2)(a), (2A) and (2B) of the *Local Government Act 1989* – Calculation of Total Amount of Special Charges to be Levied ('Maximum Total Levy')**

**Introduction**

Wellington Shire Council (**Council**) has a legacy of being required to deal with a number of issues associated with sub-standard roads and streets throughout the Shire. A key objective of Council is to renew and improve roads and streets within residential environments with a view to providing proper community infrastructure and improved amenity and liveability, and overall resident satisfaction.

Council has (following a review of its 'Residential Road and Street Construction Plan 2014') adopted the 'Residential Road and Street Construction Plan 2019' (**Plan**). As a strategic policy document, the Plan seeks to provide a sustainable budgetary response to the renewal and improvement of sub-standard roads and streets within residential environments throughout the Shire.

The proposed special charge scheme for part of the Coongulla Township (to be known as the 'Coongulla (Central Area) Street Construction Scheme Number 2102') (**Special Charge** or **Scheme**) is consistent with, and otherwise supports, the Plan.

This determination is made by Council under and for the purposes of sections 163(2)(a), (2A) and (2B) of the *Local Government Act 1989* (**Act**). It addresses the calculation of the 'benefit ratio' in order to determine the total amount of the special charges that may be levied on those property owners who it is considered will receive a benefit from the proposed works through the imposition of the Special Charge (**Maximum Total Levy**).

The calculation of the Maximum Total Levy requires Council to –

- Calculate the total cost of the works; and
- Calculate the 'benefit ratio' based on reasonable estimates being made of –
  - i. The 'total special benefits' to the properties included in the Scheme (TSB (in));
  - ii. The 'total special benefits' to the properties not included in the Scheme (if any) (TSB (out)); and
  - iii. The 'total community benefits' (if any) to be provided by the Scheme (TCB).

### A. Define Purpose

The purpose of the Special Charge Scheme is to defray an expense or to repay (with interest) an advance made to or a debt or loan to be raised by Council in connection with the construction, improvement and surface drainage of specified streets and roads within parts of the Township of Coongulla (collectively, **Streets**).

The Streets are all located within the Township of Coongulla and are otherwise located in a residential area, and currently consist of partially formed (but unsealed) gravel pavements of approximately 850 metres in length (Macalister Ave 380m, Wellington St 300m, Tamboritha Tce 130m), with irregular table drains. The streets are primarily rural-type roads (servicing the Township of Coongulla), with unsealed sections extending for the full length of the streets. The streets are managed and maintained by Council.

A formal investigation of the proposed Special Charge Scheme was commenced following ongoing property owner concerns and complaints in relation to Council's maintenance grading regime, which had applied to the streets. The initial work undertaken by Council in response to these concerns included, the preparation of concept designs and an estimate of costs. Property owners were advised that, if implemented, the Scheme would provide for the construction and sealing of the streets to a 6.0m width, with kerbing being proposed at intersections of streets, and improved surface drainage and stormwater management, and other improvements.

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

Consistent with the Plan, it is considered that the 44 rateable properties (being 49 total properties, less 5 non-rateable properties) which it is proposed will be included in the Scheme (and the general public) will benefit from the proposed works in the following ways –

- Improved amenity and liveability for residents and the local community through quality infrastructure and streetscape;
- Removal of dust and health related issues currently experienced in unsealed streets;
- Improved safety for motorists and pedestrians with modern road and path infrastructure, that is less exposed to rapid degradation;
- Decreased maintenance costs incurred by Council, through reduced demand associated with upkeep of poorly constructed roads, streets, drains and paths;
- Increased community satisfaction via the provision of property infrastructure that meets expectations;
- Improved high density development opportunities in existing urban environments.

Following further investigation of potential methods to facilitate the construction works in the Scheme, a further consideration of survey results and further meetings with property owners (who continue to show support for the Scheme), it has been concluded that a Special Charge Scheme, generally in accordance with and supported by the Plan, is the preferred approach to facilitate the project outcomes.

**B. Ensure Coherence**

The proposed road and drainage improvement works to be located within the Scheme area will provide a special benefit to the rateable property owners located within the Scheme boundaries, and are otherwise physically connected to the purpose set out in A.

**C. Calculate Total Costs**

The implementation of the Special Charge is regulated by section 163 of Act. Ministerial Guidelines made pursuant to the Act require Councils to be transparent about how they calculate the ‘Maximum Total Levy’.

For this project, the Maximum Total Levy has been calculated in accordance with the Act and the Guidelines. The Maximum Total Levy, and other relevant information, is summarised in the table below.

<b>Total Scheme Cost</b>	<b>\$550,000</b>
‘Benefit Ratio’ Determination	<b>0.56 or 56%</b>
<b>Maximum Total Levy Amount</b>	<b>\$308,000</b>
<b>Further Council Contribution</b>	<b>\$149,600</b>
<b>Revised Maximum Total Levy Amount</b>	<b>\$158,400</b>

**D. Identify Special Beneficiaries**

It is considered that all 44 rateable properties in the Scheme (as they are listed in the apportionment spreadsheet) will receive both road and surface drainage related special benefits from the proposed works.

The relevant special benefits which it is considered each property will receive are –

- Reduction in dust;
- Enhancement of the amenity and character of the land and local area;
- Creation of improved riding surfaces for the street;
- Improvement in access and egress from properties;



**E. Determine Properties to Include**

For the purposes of calculating the Benefit Ratio, a notional benefit value – to be called a Benefit Unit (BU) – will be used. A BU is a deemed benefit equal to the *average* benefit for each and every property included in the Scheme. This average benefit is considered to comprise *both* access and amenity benefits.

It is considered that that all of the properties included within the Scheme will receive a benefit from the works to be provided under the Scheme (that is, and being 1 BU for each property), regardless (for the purposes of calculating the Benefit Ratio, but not for the purposes of the final distribution of the Special Charge amongst the Special Charge contributors) of whether or not particular properties have subdivision or other development potential (or, in some cases, further subdivision or development potential). The BU so chosen has been broken up equally into both access benefits and amenity benefits (viz., 0.5 BU for ‘improved access’ and 0.5 BU for ‘improved amenity’).

**F. Estimate Total Special Benefits**

Total Special Benefit Units are defined as follows –

Total Special Benefits = Total Special Benefits <sub>(in)</sub> + Total Special Benefits <sub>(out)</sub>, that is –

$$(TSB = TSB_{(in)} + TSB_{(out)})$$

**TSB** <sub>(in)</sub> has been calculated as follows –

Total Special Benefit Units In (TSB <sub>(in)</sub> )	Access (50%)	Amenity (50%)
Total number of Rateable Properties in Scheme receiving Special Benefit and being required to pay the Special Charge (92)	0.5 x 44 = 22 BU	0.5 x 44 = 22BU
<b>TSB</b> <sub>(in)</sub> =	<b>44 BU</b>	

There are 5 non-rateable parcels of land in the Scheme (being Council land used for various municipal purposes and a Church). These properties are considered to be receiving a special benefit but are not required to pay the Special Charge.

These properties are referred to as **TSB** <sub>(out)</sub> properties.

**TSB** <sub>(out)</sub> has been calculated as follows –

Total Special Benefit Units Out (TSB <sub>(out)</sub> )	Access (50%)	Amenity (50%)
Total number of Non-rateable Properties in Scheme receiving Special Benefit and not being required to pay the Special Charge (4)	0.5 x 5 = 2.5 BU	0.5 x 5 = 2.5BU
<b>TSB<sub>(out)</sub> =</b>	<b>5 BU</b>	

**G. Estimate Total Community Benefit**

In addition to establishing the Total Special Benefits for the Scheme, an assessment of any Community Benefit is also required to be undertaken in order to calculate the Maximum Total Levy.

It is considered that the Community Benefit attributable to the proposed Scheme works will be generated from the broader community receiving some benefits, which benefits (in the interest of fairness and equity) Council should be paying for (and not the Special Charge contributors).

The community benefits are considered to be –

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

*Improved township amenity*

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

TCB<sub>township amenity</sub> = 10

*Improved trafficability of roads*

It is anticipated that there will be some wider community benefit attributable to persons who are not accessing or servicing the properties within the Scheme boundary (but who will nevertheless use the roads for wider access purposes) and in particular Macalister Drive, as the principal access to the Boat Ramp

Despite this, and on the basis that the roads to be improved only service the movement of local traffic within the Township (and do not in any real sense connect into the wider network of public (through) roads for which Council is responsible), the benefits attributable to any broader traffic use of the roads, (over the summer & Easter school holidays) is considered marginal and generally only occurs during these holiday periods.

For this reason, officers have carried out limited traffic studies. It is otherwise considered reasonable for Council to rely on, and be guided by, its own estimates based on Council's own local knowledge and experience. (The traffic volume in Macalister Drive in late November 2020 for a period of two weeks returned a result of 74 vpd).

On this basis, it is recommended that an allowance be made for what may be some increase in traffic movements during holiday periods, accordingly, any projected increase in external traffic will account for the Total Community Benefit, and this will result in the calculation of the following **10 BU's** for any such traffic by the broader community.

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

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

*Improved drainage and water quality*

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

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

*Reduced ongoing maintenance costs*

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

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

Therefore,

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

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

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

**I. Calculating the 'Benefit Ratio'**

The Benefit Ratio is calculated as follows –

$$R = \frac{TSB_{(in)}}{TSB_{(in)} + TSB_{(out)} + TCB}$$

$$= 44 / (44 + 5 + 30)$$

$$= 44 / 79$$

**Benefit Ratio = 0.56 or 56%**

**J. Calculating the Maximum Total Levy**

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

$$R \times C = S$$

where –

**R** is the Benefit Ratio determined by Council;

**C** is the total Scheme cost; and

**S** is the Maximum Total Levy

<b>Maximum Total Levy Amount (R x C = S)</b>
0.56 x \$550,000 = \$308,000

Council may levy up to 56% of total costs, or \$308,000

**K. Other relevant considerations**

Council notes that if it levies the Maximum Total Levy Amount of \$308,000 the special charge contributors would be required to pay by way of special charges amounts which exceed the amounts set out in Council's Residential Road and Street Construction Plan 2019<sup>1</sup>.

In the exercise of its discretions, and otherwise in accordance with the Plan (and the objectives which the Plan seeks to achieve), Council chooses to allocate a further amount of \$149,600 in and towards the cost of the Scheme works, meaning that the Maximum Levy Amount to be charged to the Scheme will be \$158,400 (**Revised Maximum Total Levy Amount**).

The Revised Maximum Total Levy Amount is to be apportioned amongst the property owners within the scheme area in accordance with the method of distribution of the Special Charge to be determined by Council in the declaration of the Special Charge.

<sup>1</sup> Refer to section 6.2 of the Plan by which a fixed rate contribution model of \$3,600 has been proposed and adopted by Council for Small and Coastal Towns where sealed roads are to be provided.

## 14.4. BITUMINOUS RESEALING OF LOCAL ROADS

### ACTION OFFICER: MANAGER ASSETS AND PROJECTS

#### PURPOSE

The purpose of this report is for Council to consider entering into a contract for the bituminous resealing of local roads for a three year period from 2021 to 2024.

#### 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 2022-035 Bituminous Resealing of Local Roads; and***
- 2. The information contained in the confidential attachment Contract 2022-035 Bituminous Resealing of Local Roads and designated confidential under Section 3(1) Confidential Information of the Local Government Act 2020 by the General Manager Built and Natural Environment on 3 September 2021 because it relates to the following grounds: (g) private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage; be designated confidential information under Section 3(1) Confidential Information of the Local Government Act 2020, except that once this recommendation has been adopted the name of the successful tenderer can be made public.***

#### BACKGROUND

Wellington Shire Council maintains approximately 1510 km of sealed roads. As part of that maintenance program, roads are periodically renewed and resealed to ensure that the road surface remains in a good condition and to provide a skid resistant surface which also assists in maintaining the life of the underlying pavement. The selection criteria for choosing roads to reseat is based on the time since the last reseat (approximately 10-12 years) and condition assessments and traffic usage.

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

#### ATTACHMENTS

1. Confidential Header Bituminous Resealing of Local Roads [14.4.1 - 1 page]
2. CONFIDENTIAL REDACTED - 2022-035 Bituminous Resealing of Local Roads Tender Evaluation Report [14.4.2 - 6 pages]

## OPTIONS

Council has the following options available:

1. Adopt the recommendations contained in the attached confidential Tender Evaluation Report for Contract 2022-035 Bituminous Resealing of Local Roads; 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 2022-035 Bituminous Resealing of Local Roads.

## CONFLICT OF INTEREST

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

## FINANCIAL IMPACT

The works in the first year of this contract have been budgeted for under the 2021-2022 capital works program with subsequent years to be budgeted in future programs.

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

**Strategic Objective 2.2:** *"Council assets are responsibly, socially, economically and sustainably managed."*

**Strategy 2.2.3:** *"Continue to maintain and enhance Council's built environment for public amenity and long-term sustainability."*

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

### **RESOURCES AND STAFF IMPACT**

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

### **COMMUNITY IMPACT**

These works will have a positive community impact as the Wellington Shire Council local road network will be maintained 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  
5 October 2021**

On this day, 3 September 2021, in accordance with Section 66 Clause (2)(a) of the *Local Government Act 2020*; I, Chris Hastie, General Manager Built and Natural Environment declare that the information contained in the attached document **CONTRACT 2022-035 BITUMINOUS RESEALING OF LOCAL ROADS** 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**

## 14.5. LAKE GUTHRIDGE-GUYATT ENVIRONMENT EDUCATION CENTRE

### 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 the Lake Guthridge-Guyatt Environmental Education Centre.

#### 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 2022-022 Lake Guthridge-Guyatt Environmental Education Centre; and***
- 2. The information contained in the confidential attachment Contract 2022-022 Lake Guthridge-Guyatt Environmental Education Centre and designated confidential under Section 3(1) Confidential Information of the Local Government Act 2020 by the General Manager Built and Natural Environment on 3 September 2021 because it relates to the following grounds: (g) private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage; be designated confidential information under Section 3(1) Confidential Information of the Local Government Act 2020, except that once this recommendation has been adopted the name of the successful tenderer can be made public.***

#### BACKGROUND

The Lake Guyatt Environmental Education Centre is intended to showcase ecologically sustainable design, minimising energy and water use and provide a space to facilitate a diverse range of learning programs, activities and events.

The building will be located adjacent to the Sale Community Garden (SEED) within the Lake Guthridge-Guyatt Recreational precinct and this location will provide a geographic link to the Sale Botanic Gardens, Lake Guyatt Cultural Trail, Environmental Play Space as well as the Heart Morass and will build on the area's reputation as the environmental hub of Wellington Shire.

The centre will;

- encourage the delivery of a range of environmental, sustainability and healthy living programs and improve social connections amongst youth, aboriginal and aged communities;
- provide practical leaning in the relevant environment;
- Strengthen relationships with the Aboriginal community through enhancement of strategic local partnerships;

- Support the community to deliver a diverse range of programs and events;
- Provides access to a diverse range of recreational opportunities and acknowledges the growing importance of environmental and sustainability concerns across the community;
- Demonstrate council's commitment to leading the use of Ecologically Sustainable Design (ESD) principles;
- Provide leadership and education in sustainable living practices; and
- Be designed and maintained to suit a changing climate.

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 Lake Guthridge-Guyatt Environment Education Centre [**14.5.1** - 1 page]
2. CONFIDENTIAL REDACTED - 2022-022 Lake Guthridge- Guyatt Environment Education Centre Tender Evaluation Report [**14.5.2** - 5 pages]

## **OPTIONS**

Council has the following options available:

1. Adopt the recommendations contained in the attached confidential Tender Evaluation Report for Contract 2022-022 Lake Guthridge-Guyatt Environmental Education Centre; 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 2022-022 Lake Guthridge-Guyatt Environmental Education Centre.

## **CONFLICT OF INTEREST**

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

## **FINANCIAL IMPACT**

These works have been budgeted for under the 2021-2022 capital works program with contributions towards the project from the John Leslie Foundation and GLaWAC.

## **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 2017-21 Theme 2 Services & Infrastructure states the following strategic objective and related strategy:

**Strategic Objective 2.2:** *"Council assets are responsibly, socially, economically and sustainably managed."*

Strategy 2.2.3: *"Continue to maintain and enhance Council's built environment for public amenity and long-term sustainability."*

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

## **RESOURCES AND STAFF IMPACT**

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

## **COMMUNITY IMPACT**

These works will have a positive community impact as this project will offer the community access to a wide range of sustainable education projects and activities in partnership with the Sale Community Garden. It will promote good sustainability education practice and provide accessible cultural opportunities and activities for all sectors of the community.

## **ENVIRONMENTAL IMPACT**

There will be minimal environmental impact with the construction of this project, 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  
5 October 2021**

On this day, 3 September 2021, in accordance with Section 66 Clause (2)(a) of the *Local Government Act 2020*; I, Chris Hastie, General Manager Built and Natural Environment declare that the information contained in the attached document **CONTRACT 2022-022 LAKE GUTHRIDGE-GYATT ENVIRONMENT EDUCATION CENTRE** 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**

## 14.6. LAND PURCHASE FOR NEW TRANSFER STATION FACILITY IN MAFFRA

### ACTION OFFICER: GENERAL MANAGER BUILT AND NATURAL ENVIRONMENT

#### PURPOSE

The purpose of this report is to seek Council authorisation to complete the acquisition of 3.829 hectares of vacant land situated on Fulton Road, Maffra (refer attached draft plan) noting the land is required for a future Maffra Resource Recovery Facility.

#### PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

#### RECOMMENDATION

*That*

- 1. Council authorise the Chief Executive Officer to acquire 3.829 hectares of vacant land as shown on draft plan PS846507V situated off Fulton Road, Maffra noting it is required for the future development of the Maffra Resource Recovery Facility;**
- 2. The acquisition be completed in accordance with the process outlined within the Confidential Attachment;**
- 3. Budget be sourced from available funds within the Waste Infrastructure Reserve Fund in the 2021/22 Financial Year;**
- 4. The information contained in the confidential attachments 'Outline of Acquisition Process' and 'Valuation Report – Fulton Road, Maffra' and designated confidential under Section 3(1) Confidential Information of the Local Government Act 2020 by the General Manager Built and Natural Environment on 3 September 2021 because it relates to the following grounds: (a) Council Business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released; be designated confidential information under Section 3(1) Confidential Information of the Local Government Act 2020.**

#### BACKGROUND

The current Maffra Landfill site located at Sellings Road, Maffra, is the key waste recovery and landfilling site servicing Maffra township and communities in the northern regions of Wellington Shire. The site receives an average of 845 payloads per month and around 150m<sup>3</sup> of landfill, 109m<sup>3</sup> of green organics and 85m<sup>3</sup> of mixed recyclables per month. It is expected, with future growth of population within and around Maffra, that waste management demand will increase.

The current site was established in 1973 for landfilling operations and does not meet current Environment Protection Authority landfill standards. The site imposes a proportionally higher cost to the community it serves relative to larger landfills. This is due to fixed operational costs being spread across fewer people. As such the landfill site has been identified for closure and rehabilitation.

In line with the Sustainability Strategy 2020-24, waste management best practice has been identified as a key priority to achieve greater diversion from landfill rates. A siting analysis was conducted in 2020, identifying potential sites that met a range of environmental, social and financial criteria based on consideration of the Victorian Planning Provisions, Wellington Planning Scheme, Environment Protection Authority Regulations, Sustainability Victoria Best Practice Guide for Transfer Stations. The site identified in the attached valuation provides the best option for the development of a new, modern Resource Recovery Facility for the Maffra region.

Discussions regarding an acquisition have commenced and the landowner is receptive. Subject to formal resolution of Council, negotiations regarding an acquisition can be formally completed in accordance with the process outlined within the confidential attachment.

A draft plan showing 3.829 hectares of land proposed to be acquired is attached.

A future amendment to the Wellington Planning Scheme will be required noting a change from Farm Zone to Special Use Zone applying to the land required for the future Resource Recovery Facility. These specific planning matters will be dealt with in a future Council report if required or through other planning mechanisms.

## **ATTACHMENTS**

1. 2101939 - P S (v1) sec 35 Fulton Rd subdivision [**14.6.1** - 3 pages]
2. Confidential Header Land Purchase for New Transfer Station Facility in Maffra [**14.6.2** - 1 page]
3. CONFIDENTIAL REDACTED - Outline of Acquisition Process [**14.6.3** - 3 pages]
4. CONFIDENTIAL REDACTED - Valuation Report - Fulton Road, Maffra [**14.6.4** - 31 pages]

## **OPTIONS**

Council has the following options available:

1. Progress an acquisition of land for future development of a Resource Recovery Facility in Maffra in accordance with this report's recommendations; or
2. Not progress any acquisition.

## **PROPOSAL**

Council authorise the Chief Executive Officer to acquire 3.829 hectares of vacant land as shown on draft plan PS846507V situated off Fulton Road, Maffra noting it is required for the future development of the Maffra Resource Recovery Facility.

Budget be sourced from available funds within the Waste Infrastructure Reserve Fund in the 2021/22 Financial Year.

## **CONFLICT OF INTEREST**

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

## **FINANCIAL IMPACT**

Funds required for the purchase of the land at market value are available from the Waste Infrastructure Reserve Fund. Additional costs required to complete an acquisition are outlined within attachments and include survey, legal and fencing of new title boundary. The existing Reserve Fund will be used for all costs associated with the acquisition.

## **COMMUNICATION IMPACT**

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

## **LEGISLATIVE IMPACT**

There is a complex series of legislation governing Resource Recovery Facility siting, including the Wellington Planning Scheme. The Environment Protection Authority was engaged in the early site analysis, with the identified land parcel providing the best outcomes in terms of complying with EPA regulations.

Acquisitions must be completed in accordance with relevant legislation namely the *Land Acquisition Compensation Act 1986* (Vic).

## **COUNCIL POLICY IMPACT**

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

The policy states that, "as a general principle, Council should enter into discussions to explore the possibility of acquiring by negotiation. Any compulsory acquisition process should be initiated following a determination that circumstances justify acquisition by this method." Accordingly, discussions with the adjacent land owner have been based on achieving an acquisition by agreement.

## **COUNCIL PLAN IMPACT**

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

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

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

The Council Plan 2017-21 Theme 3 Natural Environment states the following strategic objective and related strategy:

**Strategic Objective 3.2:** *"Demonstrate leadership in waste and water management, and energy efficiency."*

Strategy 3.2.1: "Review Council's provision of waste services."

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

## **RESOURCES AND STAFF IMPACT**

The land purchase process has been managed using existing resources within the Development Division (Commercial Property). The planning and development of the proposed Maffra Resource Recovery Facility will be managed internally through existing resources from the Waste & Sustainability team.

## **COMMUNITY IMPACT**

The immediate land purchase has minimal impact on the community in general. The development of the proposed Maffra Resource Recovery Facility will present positive outcomes for the general local community. These positive outcomes include reduced travel times for Maffra based residents, improvement in service provision, enhanced safety, access to additional resource recovery services.

## **ENVIRONMENTAL/CLIMATE CHANGE IMPACT**

The land procurement is for the purpose of managing environment risk at the existing landfill site and improving resource recovery, reducing waste into landfill. This is in line with Council's Sustainability Strategy and Council Plan. The climate risk scan has been completed for the site, with minimal risk from increased bushfire risk, flooding or storm surge. Future development of the site will ensure climate risk resilience in design consideration, including low energy and water use considerations for greenhouse gas emissions management.

## **ENGAGEMENT IMPACT**

In assessing the site for its suitability and external risk, the Land Use Planning and Economic Development Business Units were consulted to identify any conflicts with strategic planning outcomes for Maffra.

The community will be informed through the IAP2 Spectrum of Public Participation, which will provide the public with balanced and objective information to assist them in understanding the problems identified and the solutions developed. Due to the highly regulated nature of waste management and specific requirements of waste facility siting is deemed inappropriate to seek feedback on alternatives and/or decisions from the community in this instance.

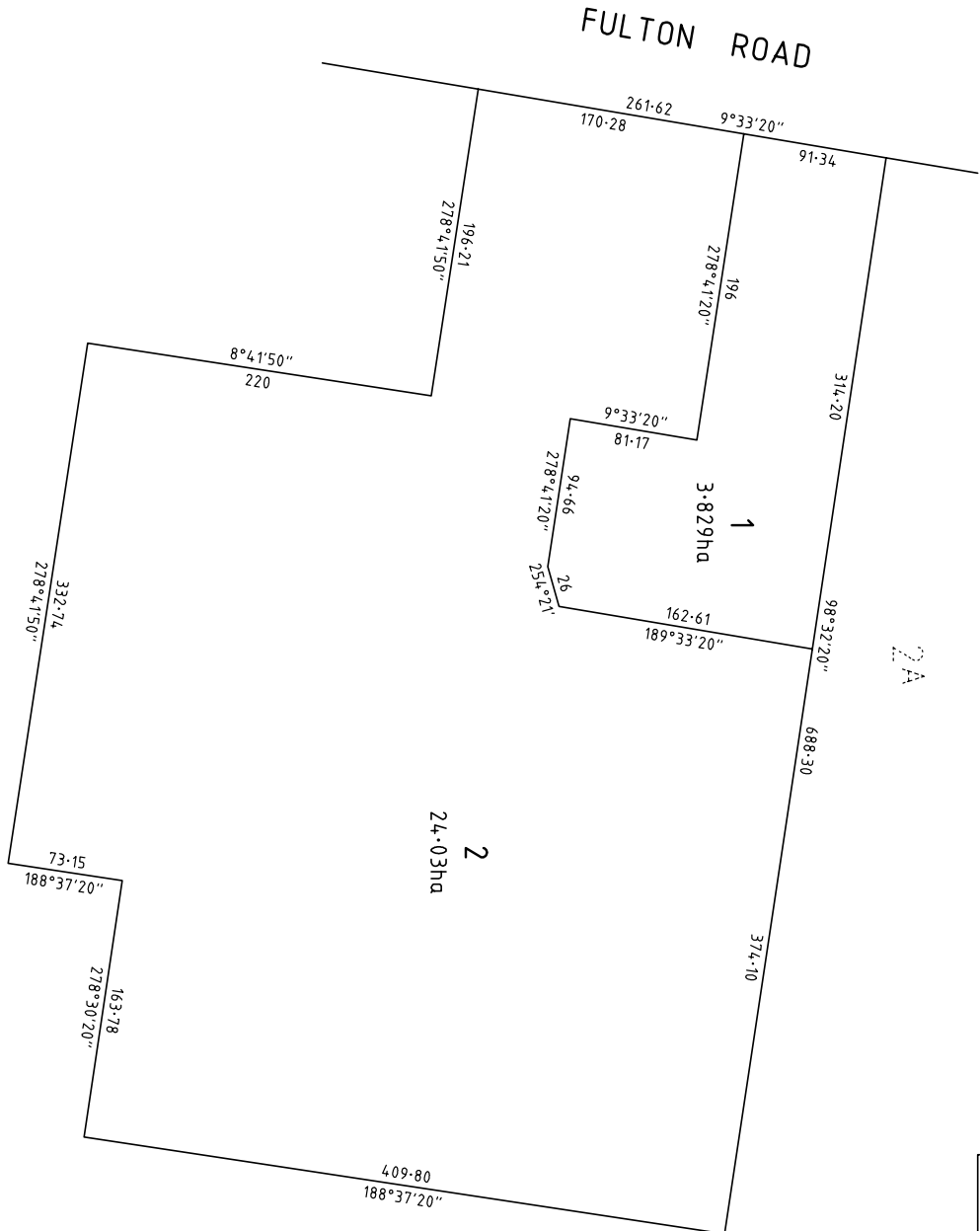
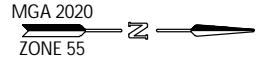
On confirmation of purchase, council will engage directly with local landholders within the immediate vicinity of the proposed facility.

## **RISK MANAGEMENT IMPACT**

A primary risk is that EPA does not provide approval for development of the new facility. In discussions with EPA, pre-approval was not available, however the agency was indicated that key facility design elements would facilitate approvals. The comprehensive sight analysis and engagement with internal and external key stakeholders has minimised this risk of non-approval.

Should Council not approve, or delay the procurement, closure of the Maffra Landfill site in line with EPA obligations may be delayed, resulting in additional land remediation works. Significant delays may also impact on the landholder's willingness to sell the land parcel under mutual agreement.

<b>PLAN OF SUBDIVISION</b> UNDER SECTION 35 OF THE SUBDIVISION ACT 1988		EDITION 1	<b>PS 846507V</b>		
<b>LOCATION OF LAND</b> PARISH: WA-DE-LOCK  CROWN ALLOTMENT: 2 <sup>B</sup> (PART)  TITLE REFERENCE: VOL. 10554 FOL. 623  LAST PLAN REFERENCE: PS 440231A (LOT 2)  POSTAL ADDRESS: FULTON ROAD (at time of subdivision) MAFFRA, VIC. 3860  MGA CO-ORDINATES: E: 500 070 ZONE: 55 (of approx centre of land N: 5 797 740 MGA 2020 in plan)		COUNCIL NAME: WELLINGTON SHIRE COUNCIL			
<b>VESTING OF ROADS AND/OR RESERVES</b>		<b>NOTATIONS</b>			
ROADS AND RESERVES VEST IN THE COUNCIL/BODY/PERSON NAMED WHEN THE APPROPRIATE VESTING DATE IS RECORDED OR TRANSFER REGISTERED. ONLY ROADS AND RESERVES MARKED THUS (%) VEST UPON REGISTRATION OF THIS PLAN.		ONLY LOT 1 IS SUBJECT TO SURVEY. THE AREA OF LOT 2 HAS BEEN OBTAINED BY DEDUCTION FROM TITLE.  <u>LAND ACQUIRED BY AGREEMENT</u> LOT 1 ALL THE LAND IS TO BE ACQUIRED FREE FROM ALL ENCUMBRANCES OTHER THAN ANY EASEMENTS SPECIFIED ON THIS PLAN.			
IDENTIFIER	COUNCIL/BODY/PERSON				
NIL	-				
<b>NOTATIONS</b>					
DEPTH LIMITATION: DOES NOT APPLY					
SURVEY: This plan is based on survey.  STAGING: This is not a staged subdivision. Planning Permit No.  This survey has been connected to permanent marks No(s). 8 (BUNDALAGUAH) 32 (BUNDALAGUAH) 70 (MAFFRA)  In Proclaimed Survey Area No. -					
<b>EASEMENT INFORMATION</b>					
LEGEND: A - Appurtenant Easement E - Encumbering Easement R - Encumbering Easement (Road)					
EASEMENTS MARKED ( - ) ARE EXISTING EASEMENTS. EASEMENTS MARKED ( + ) ARE CREATED UPON REGISTRATION OF THIS PLAN. EASEMENTS MARKED ( * ) ARE CREATED WHEN THE APPROPRIATE VESTING DATE IS RECORDED OR TRANSFER REGISTERED. EASEMENTS MARKED ( # ) ARE REMOVED WHEN THE APPROPRIATE VESTING DATE IS RECORDED OR TRANSFER REGISTERED.					
Symbol	Easement Reference	Purpose	Width (Metres)	Origin	Land Benefited/In Favour Of
-	NIL	-	-	-	-
 <b>Beveridge Williams</b> development & environment consultants Sale ph : 03 5144 3877 www.beveridgewilliams.com.au		SURVEYORS FILE REF: 2101939		ORIGINAL SHEET SIZE: A3	
		LICENSED SURVEYOR: JOHN JACKSON VERSION 1, DATE: 07/09/2021			



2A

PS 846507V



**Beveridge Williams**  
development & environment consultants  
Sale ph : 03 5144 3877  
www.beveridgewilliams.com.au

SURVEYORS  
REFERENCE  
2101939

SCALE  
1 : 3000  
30 0 30 60 90 120  
LENGTHS ARE IN METRES

LICENSED SURVEYOR: JOHN JACKSON  
VERSION 1, DATE: 07/09/2021

ORIGINAL SHEET  
SIZE: A3

SHEET 2

PS 846507V

VESTING DATES & TRANSFER REGISTRATION DATES OF ACQUIRED LAND

Land affected	Land acquired by compulsory process			Land acquired by agreement	LRS reference	Assistant Registrar of Titles Signature
	Vesting date	Government Gazette		Date of recording of vesting		
		Page	Year			
LOT 1						



**Beveridge Williams**  
development & environment consultants  
Sale ph : 03 5144 3877

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SURVEYORS REF  
2101939

LICENSED SURVEYOR: JOHN JACKSON  
VERSION 1, DATE: 07/09/2021

ORIGINAL SHEET  
SIZE: A3

SHEET 3



**WELLINGTON**  
SHIRE COUNCIL  
*The Heart of Gippsland*

**ORDINARY COUNCIL MEETING  
5 October 2021**

On this day, 3 September 2021, in accordance with Section 66 Clause (2)(a) of the *Local Government Act 2020*; I, Chris Hastie, General Manager Built and Natural Environment declare that the information contained in the attached documents '**OUTLINE OF ACQUISITION PROCESS**' and '**VALUATION REPORT – FULTON ROAD, MAFFRA**' is confidential because it relates to the following grounds under Section 3(1) of the *Local Government Act 2020*:

- (a) ***Council Business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released;***

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

## 15. GENERAL MANAGER COMMUNITY AND CULTURE

### 15.1. ADOPTION OF THE MUNICIPAL PUBLIC HEALTH AND WELLBEING PLAN

#### ACTION OFFICER: MANAGER COMMUNITIES, FACILITIES AND EMERGENCIES

##### PURPOSE

For Council to adopt the Wellington Shire Municipal Public Health and Wellbeing Plan 'Healthy Wellington 2021 – 2025', as attached.

##### PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

##### RECOMMENDATION

*That Council adopt the Wellington Shire Municipal Public Health and Wellbeing Plan, 'Healthy Wellington 2021 – 2025', as attached.*

##### BACKGROUND

Development of a municipal public health and wellbeing plan is a legislative requirement of the *Public Health and Wellbeing Act 2008* and *Local Government Act 2020*. It is a high-level plan which sets a broad mission and goals for maximising people's health and wellbeing in the municipality.

As per the *Public Health and Wellbeing Act 2008*, the municipal public health and wellbeing plan will need to be adopted within twelve months after a local government election, which is by 24 October 2021.

Our next four-year municipal public health and wellbeing plan, referred to as 'Healthy Wellington 2021 – 2025', is legislatively required to align with the Council Plan. It was developed in consultation with our community and with health and wellbeing agencies in the shire on whom we rely to implement the plan in partnership with Council.

Healthy Wellington 2021 – 2025 outlines four health priorities for our community:

1. mental wellbeing;
2. health and climate change;
3. equality; and
4. active living.

Under these four health priorities, actions are identified in areas of policy, the physical environment, capacity building, advocacy, and programs and events which will result in community outcomes to improve health and wellbeing, community resilience, transition to education and the shire's liveability.

##### ATTACHMENTS

1. Final Healthy Wellington Strategy 2021 - 2025 [15.1.1 - 38 pages]

## **OPTIONS**

Council has the following options available:

1. Adopt the Wellington Shire Municipal Public Health and Wellbeing Plan 'Healthy Wellington 2021 – 2025', as attached.
2. Not adopt the Wellington Shire Municipal Public Health and Wellbeing Plan 'Healthy Wellington 2021 – 2025', as attached and seek further information to be considered at a future Council meeting.

## **PROPOSAL**

That Council adopt the Wellington Shire Municipal Public Health and Wellbeing Plan, 'Healthy Wellington 2021 – 2025', as attached.

## **CONFLICT OF INTEREST**

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

## **FINANCIAL IMPACT**

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

## **COMMUNICATION IMPACT**

Public communication regarding exhibition of the draft Healthy Wellington 2021 – 2025 for community comment occurred in the lead up to the plan being recommended to Council for adoption.

The document attached will be graphically designed for publication on Council's website and via partner agencies' platforms, once adopted.

## **LEGISLATIVE IMPACT**

Adoption of Healthy Wellington 2021 – 2025 by 24 October 2021 will meet Council's requirement to develop a municipal public health and wellbeing plan within one year of a local government election and in alignment with the Council Plan, therefore meeting both the *Public Health and Wellbeing Act 2008* and *Local Government Act 2020* requirements.

## **COUNCIL POLICY IMPACT**

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

## **COUNCIL PLAN IMPACT**

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

**Strategic Objective 1.1:** *"Maintain friendly, safe communities providing opportunities for residents to lead healthy and active lifestyles."*

Strategy 1.1.1: *"Continue to deliver services and programs that encourage and foster community wellness and the prevention of disease."*

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

## **RESOURCES AND STAFF IMPACT**

Implementation of Healthy Wellington 2021 – 2025 will be undertaken within existing Council resources via re-design of Council services, projects and programs to align with the four health priorities, re-prioritisation of staff to health and wellbeing priorities and via partnership projects with health and community services agencies across the shire.

## **COMMUNITY IMPACT**

Adoption of Healthy Wellington 2021 – 2025 will provide a clear, public commitment by Council to the health and wellbeing of our community and give strategic guidance to all agencies, including Council, working towards health and wellbeing outcomes in our community to help align their work and provide a basis for evaluation of the effectiveness of their work.

## **ENVIRONMENTAL IMPACT**

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

## **ENGAGEMENT IMPACT**

Significant engagement has occurred in developing Healthy Wellington 2021 – 2025, both targeted engagement with health and wellbeing service agencies in our shire and broad engagement with the community via public exhibition of the plan for community comment. Upon adoption of Healthy Wellington 2021 – 2025, implementation and evaluation planning and ongoing health and wellbeing actions guided by the plan will continue via engagement with partner agencies.

## **RISK MANAGEMENT IMPACT**

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

# healthy WELLINGTON



**MUNICIPAL PUBLIC HEALTH AND WELLBEING PLAN  
2021 – 2025**

**ACKNOWLEDGMENT OF COUNTRY**

*Wellington Shire Council acknowledges the Traditional Owners of the land, the Gunaikurnai people, and pay our respects to their Elders past, present and emerging.*

*We acknowledge and uphold their continuing relationship to this land and water on which we rely.*

*The Gunaikurnai are the Traditional Owners of the land encompassed by Wellington Shire and hold Native Title to the region. The Brataualung Clan occupied the southern area including the waters and islands of Nooramunga. The Tatungalung Clan lived around the Gippsland Lakes, the Brayakaulung Clan around the current site of Sale, Providence Ponds, Avon and Latrobe rivers and the Brabralung Clan were further to the west.*

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**Content Page**

<1 page: Media and Comms to develop >

**MAYOR'S MESSAGE**

<1 page: Media and Comms to develop>

## INTRODUCTION:

Wellington Shire’s Municipal Public Health and Wellbeing Plan known as ‘*Healthy Wellington 2021 - 2025*’ outlines the community outcomes and health priorities for Wellington Shire Council over the next four years.

The purpose of Healthy Wellington 2021 - 2025 is to demonstrate how Wellington Shire Council in partnership with health, community and education stakeholders will work together to improve the health and wellbeing of our community over the next four years.

This strategy builds upon the strengths of the previous municipal public health plans and is a key strategic planning tool to maintain and improve public health and wellbeing at a local community level.

Healthy Wellington 2021 - 2025 was developed in conjunction with Wellington Shire Council Plan 2021 - 2025 and is one of four major strategic plans aimed at addressing the overall Wellington Shire 2031 vision (image to the right).

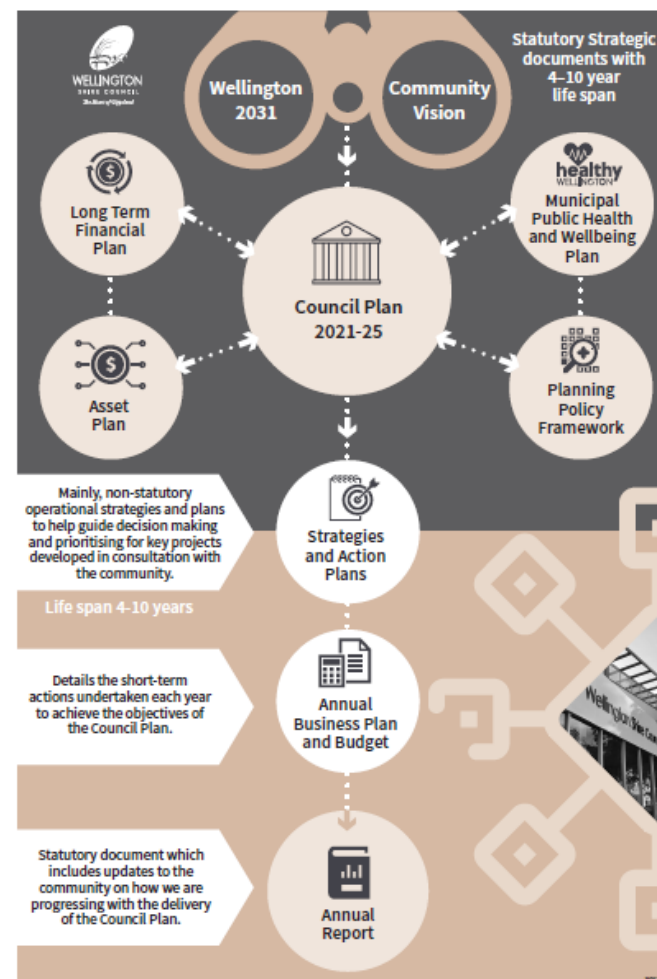
**“Happy people, healthy environments and thriving communities”.**

(Wellington 2031 Vision)

The *Victorian Public Health and Wellbeing Act 2008* requires that all Council's develop a document that addresses health and wellbeing matters every four years. It is also a recommendation of the Act that the document be consistent with the Council Plan and the Municipal Strategic Statement (soon to be known as Planning and Policy Framework).

Healthy Wellington Plan 2021 – 2025 will incorporate previous Council’s organisation plans (listed below), ensuring past work, focus and partnerships of those plans strongly align with community outcomes and health priorities of this document.

- Wellington Community Early Years Plan
- Wellington Youth Strategy
- Age Friendly Strategy



## CONSIDERATIONS WHEN DEVELOPING THIS PLAN

When considering what the current and future health and wellbeing needs of our community, it is important to acknowledge past and current challenges and how they have impacted on the health and wellbeing of our community.

They include:


- The impact of climate change on our people has been significant. Long-term temperature increases (between 1 and 1.2 degrees Celsius since 1950), more bushfires, lower than average annual rainfall (between 100-200 mm and up to 200-300 mm in the high country), increased droughts, more intense flooding and sea level rise (between 0.1 to 0.2 m above the 1986-2005 level).
- Multiple economic shocks including the Hazelwood power station closure, a prolonged drought, bushfires and more recently COVID-19, flood and storm damage. Traditional industries like oil are in decline and native timber harvesting will shortly cease under current State Government policy.
- Limited housing options, including affordable and social housing for our aging and vulnerable community members.
- Changes to health and community services, particularly for disability and age care to a commercial model of health care. The transition of government funded not for profit community health, disability, and age care services to a more individual package model (i.e., National Disability Insurance Scheme (NDIS) and My Age Care) where people purchase the service. This has resulted in health services operating like a business and competing with other private businesses within a marketplace (or for profit) environment.
- Resilience levels in our community have been impacted due to the cumulative effects of drought, fires and COVID-19.

This strategy looks to address the health and wellbeing impacts of these challenges by providing a strategic health and wellbeing framework of the work being delivered by Council, partnership agencies and community.

This plan will include major health and wellbeing projects that address the community outcomes and health and wellbeing priorities of our community. These projects will be incorporated into an actions plan, monitoring and reporting of progress will be done annually.

**Links to Council Plan**

As part of the development of the Council Plan 2021 - 2025, there are key initiatives or projects that are identified as having a health and wellbeing benefit to the community.

These initiatives are marked within the Council Plan with this symbol .

These key initiatives will be incorporated in the annual implementation plan for this strategy.





Healthy Wellington 2021 - 2025 aims to provide Council and the community with a strategic framework to integrate community outcomes and health priorities into the work we do.

All community and council lead projects listed in the Council Plan and other organisations' plans, which address community outcomes and health priorities will be planned and delivered based on the Healthy Wellington Framework within this strategy.



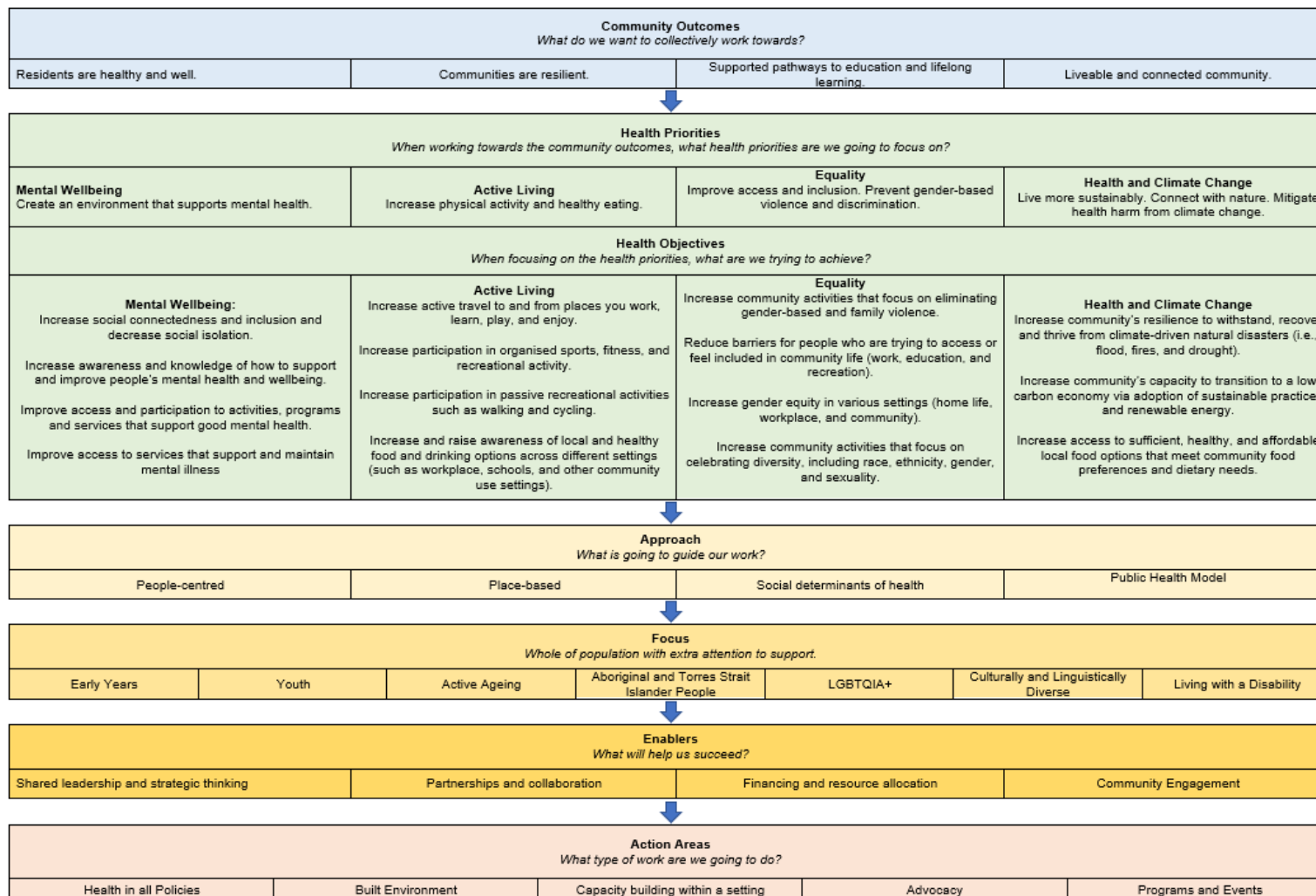
**LIVEABILITY AND WELLBEING**

We place people and their wellbeing at the forefront of decision making, looking at how each of the challenges we face and opportunities we have affects the people in Wellington Shire. We strive to ensure all people can participate and work, learn, create, play, and share in the ways they desire.

What outcomes do we want by 2025?	Links	Key initiatives and priorities to achieve these outcomes	Council's Role	Key partners	Lead division
<b>3.1 An inclusive, diverse, and resilient community.</b>	MI 	3.1.1 Implement a Reconciliation Action Plan (RAP) to build relationships, improve cultural awareness and reconciliation with Gunaikurnai people and deliver on cultural, environmental, and economic projects in the spirit of the Gunaikurnai Whole of Country Plan.	Facilitator	GLaWAC Ramahyuck	Community & Culture
		3.1.2 Facilitate activities and events that celebrate and promote inclusion and engagement of our culturally and socially diverse communities.	Provider Funder Facilitator	Community, organisational and private event organisers, and promoters	Community & Culture
		3.1.3 Use the Access and Inclusion Plan to enable people with a disability to participate, contribute and be represented in our community.	Provider Facilitator Advocate	Primary Care Partnership Community, health and support service providers	Community & Culture
		3.1.4 Implement a Gender Equality Action Plan to improve gender equity and fairness within the workplace and amongst our community.	Provider Facilitator	Gippsland Women's Health Primary Care Partnership	Community & Culture
<b>3.2 An actively engaged community.</b>		3.2.1 Use a deliberative engagement approach to consultation to highlight community voices in our decision making and their active engagement at the core of our operation.	Provider Facilitator	Community	CEO
		3.2.2 Advocate for local and regional priorities and issues that matter to our community in partnership with key stakeholders.	Advocate	One Gippsland Gippsland Regional Development Australia Committee Regional Development Victoria Committee for Gippsland Committee for Wellington	CEO
		3.2.3 Use a range of online and in person methods to provide clear communication about decisions and plans that affect communities.	Provider	Media including community media	CEO

### HEALTHY WELLINGTON STRATEGIC FRAMEWORK

Healthy Wellington 2021 – 2025 will have the following strategic framework that will guide our work over the next four years. Please refer to page **\*\*** for detailed explanation.



## WELLINGTON SHIRE DEMOGRAPHICS

(Converted to an infographic)

- Wellington Shire is located about 212km east of Melbourne in the Gippsland Region. Wellington is a large LGA, covering 10,817km<sup>2</sup>, with nine major towns based around the largest community, Sale.
  - Wellington Shire has an estimated population size of 44,770 <sup>1</sup>
  - Between 2016 and 2041, the population for Wellington Shire is forecast to increase by 14,329 persons (32.92% growth), at an average annual change of 1.14%. <sup>2</sup>
  - In the Socio-economic Indexes for Areas (SEIFA), which is a measure of socio-economic advantage and disadvantage across Australia, Wellington Shire has a score of 974. Scores less than 1,000 indicate greater disadvantage and lack of advantage in general. In Wellington Shire there are large towns that have scored 900 or below placing it among the most disadvantage 5% of towns in Victoria.
  - Major towns within the shire vary in SEIFA: Sale (970), Maffra (966), Rosedale (964) Heyfield (929), Stratford (1,006), Briargolong (1,014) and Loch Sport (816), Yarram (906), Wurruk (parts of Wurruk scoring 780 to 1,000).
  - The population aged 15-64 years is steadily declining in Wellington, from 63.4% in 2014 to 61.6% in 2018 while the median age of residents is increasing: from 42.3 years in 2014 to 43.2 years in 2018. <sup>3</sup>
  - In 2017, the median personal income in Wellington (excl. Government pensions and allowances) was \$41,816, an increase from \$40,681 in 2014. By comparison, the 2017 median personal income for Victoria was \$47,709.
  - There has been a decrease in the number of residents receiving the Disability Support Pension, with 1,950 Wellington residents receiving the pension in 2018 compared to 2,013 in 2014. However, Wellington Shire has a higher population of people with disability, who require care and/or financial support compared to the Victorian average.
  - In the Wellington Shire, 5.9 percent of people need assistance with their daily life due to having a disability.
  - In Wellington Shire, 4,291 carers were providing unpaid assistance to a person with a disability, long term illness or old age in 2016. This represents 12.1% of the population aged 15+.
  - Compared to other municipalities in Victoria, Wellington Shire has a large Aboriginal and Torres Strait Islander community. In 2016, 1.5% of Wellington's population identified as Aboriginal and Torres Strait Islanders, compared to 0.8% for Victoria overall.
  - The proportion of residents born overseas is 11%; 4% of residents speak a language other than English at home, compared to the Victorian average of 26%.
- 
- Wellington Shire has approximately 2,768 children aged 0 to 4 years, and 3,975 children aged 5 to 11 years.
  - 11.6% of children entering school within Wellington Shire presenting with emotional and behavioural problem, compared to Victorian average of 5.6%

<sup>1</sup> ABS, Estimated Resident Population, 2021

<sup>2</sup> Population and household forecasts, 2016 to 2041, prepared by [.id](#) (informed decisions), December 2020

<sup>3</sup> Healthy Wellington 2021 - 2025 Municipal Scan, Dec 2020

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- 19% of children entering school within Wellington Shire presenting with speech and language problems, compared to Victorian average of 14.7%
- Wellington Shire has approximately 3268 children aged 12 to 17 years, and 3,443 young adults aged 18 to 24 years.
- 63.9% Wellington residents reported not completing year 12, compared to the Victorian average of 43.7%. Note this ranks Wellington Shire in bottom 20 of the total 79 Victorian Councils.
- 25.5% of Wellington residents have completed a higher education qualification, compared to the Victorian average of 45.7%. This ranks Wellington Shire lower risk area of 67 out of 79 LGAs.

#### Health Data

- 6.1% of Wellington Shire population reported having low food security, compared to the Victorian average of 4.6%. This puts Wellington Shire within the top 20 LGAs as having low food security.
- Of the people experiencing low food security in Wellington Shire, women are disproportionately impacted with 6.5% (Vic 6.8%) compared to men 1.7% (Vic 5.2%).
- 6.1% of Wellington Shire residents reported poor dental health ranking as higher disadvantage compared to the Victorian average of 5.6%.
- In 2019 Wellington Shire, we are ranked 5<sup>th</sup> highest rate of offences out of 79 LGA of crimes against a person by a family member. Recent VicPol stats indicate that Wellington Shire is now ranked highest.
- 50.7% of Wellington Shire residents had met physical activity guidelines (approx. 30 minutes of exercise per day), compared to the Victorian average of 54.0%. This ranks Wellington Shire as 60<sup>th</sup> out of 79 LGAs.
- Of the people not meeting physical activity guidelines in Wellington Shire, women fared slightly better at 53.8% (Vic 56.1%) compared to men 47.6% (Vic 52%).
- 33% of Wellington Shire residents are overweight, compared to the Victorian average of 31.5%.
- Of the people being overweight in Wellington Shire, women scored lower than state average at 22.6% (Vic 24.2%) compared to men 41.7% (Vic 31.3%).
- 9.8% of Wellington Shire residents report having high/very high degree of psychological distress, compared to Victorian average of 15.4%. This ranks Wellington Shire in the top performing LGAs.
- Wellington Shire prevalence for depression and anxiety is 26% compared to the Victorian average of 27.4%. This ranks Wellington Shire in the top 21 LGAs of lower-than-average prevalence.
- Wellington Shire has a higher than state average score (57.8%) for adequate work life balance, compared to Victoria score of 53.1%.
- Wellington Shire residents reported that their 'perceptions of Neighbourhood – people willing to help each other' was high 84.3%, compared to the Victorian average 74.1%. As well as reporting their 'perceptions of Neighbourhood – this is a close-knit neighbourhood' was high 76.5%, compared to the Victorian average 61.0%.

For more information and further details on Wellington Shire population health data, please contact Council for a copy of 'Healthy Wellington Municipal Scan 2020' and 'Municipal Scan comparison 2020'.

## HOW THE PLAN WAS DEVELOPED

Healthy Wellington 2021 - 2025 has been developed through a process of:

- reviewing population data and local policies and plans
- consulting stakeholders including those who deliver a community, health, and educational service
- consulting with our diverse community

The community engagement for this plan was delivered over three phases, which lead to key decisions for the development of this plan. Overall decision making for this plan sat with Wellington Shire Councillors, with support from council staff.

### Municipal Scan

A municipal scan is a document that provides an understanding of the health and wellbeing status of our community and the causes that contribute to this status.

A municipal scan was undertaken using census data, Victorian Population Health data, Victorian Health Indicators as well as other relevant sources. As part of this process, we also prepared a comparison report, which compared change over time with previous municipal scan (conducted in 2016). This report also identified certain health priorities which we improved or declined.

For more information and further details on Wellington Shire population health data, please contact Council for a copy of 'Healthy Wellington Municipal Scan 2020' and 'Municipal Scan comparison 2020'.

### Community Engagement

As part of the development of Healthy Wellington, there were three phases of community engagement.

#### Phase 1 – October 2020 to late February 2021

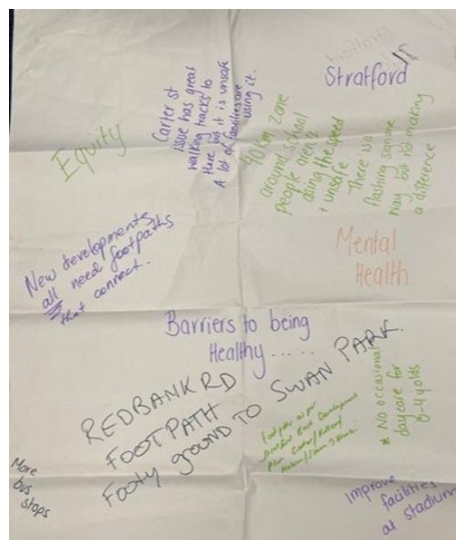
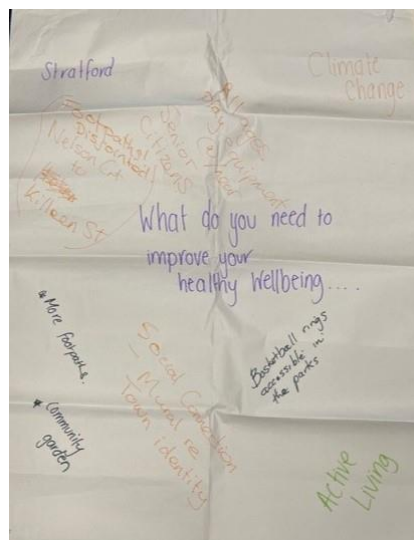
During this phase, council engaged with various stakeholders about the development of the new Healthy Wellington plan, and possible health priorities. The [Victorian Public Health Plan 19-23](#) had identified ten state wide health priorities, which the new Healthy Wellington had to have regard to. Community, Health and Educational stakeholders provided recommendations on which health priorities to choose, and how they would align their future work to these priorities.

During this time, 2020 Local Government election occurred, and new councillors were elected. As part of the development of the new Council Plan, councillors and senior management identified a need to have stronger alignment between Council Plan and Healthy Wellington Plan.

Councillors were presented with the recommended community outcomes and health priorities and explained that council staff would do further engagement with the community before finalising them.

## Phase 2 – March to end of May 2021

Community engagement commenced with broader communities. During this phase council officers conducted the following engagement activities:



Images: Community feed from Stratford Pop up Session

**Pop up Community Sessions** – Council staff delivered 16 pop up sessions across Wellington Shire. Sessions occurred as part of shared community engagement with Council Plan and separate pop-up sessions specifically for Healthy Wellington planning.

Pop up sessions occurred in the following towns:

Gormandale, Maffra, Boisdale, Heyfield, Briagolong, Stratford, Port Albert, Golden Beach, Yarram, Sale, Loch Sport and Rosedale.

**Stakeholder Engagement** – Council met with a variety of community, health and educational stakeholders and presented the proposed health priorities and discussed future opportunities to collaborate. The key themes included:

- Collaborating on Gippsland wide projects where possible, for example prevention of family violence and climate action type projects.
- Delivering projects which will benefit more than one health priority.
- Alignment of work to community outcomes and health priorities.

**Online Engagement** – An online engagement page was created via council's Your Wellington Your Say website. Via the website, we provided the community the opportunity to provide feedback via:

- Community survey
- Idea's portal
- Post a Question

Overall, we had over one thousand people visit the online engagement page, with 508 people reading all relevant attached documents including previous plan and municipal scan and 180 people completed the online survey.





**Phase 3 – July to end of August 2021**

A draft Healthy Wellington 2021 – 2025 was developed in June 2021.

The draft strategy was formally presented to Council in July and was endorsed for public exhibition for a period of 8 weeks. During that time, we received community and stakeholder feedback on the draft strategy.

Overall, the feedback provided from the three community engagement phases was positive with strong support for the four chosen health priorities.

Key themes in the comments included:

- During the third phase of engagement, July to end of August, there was a stronger focus to support social connection and community participation post covid and extended lockdown in regional areas.
- Another theme was the need to promote movement and activity for fun and local community-based activities. This again reflects the circumstances of the community during regional Covid-19 lockdowns.
- Diversity, accessibility and inclusion were critical in all health priority areas.
- Community recognised the links between mental wellbeing, active living, equality and climate change and how addressing one health priority can have benefits in the others.


## HEALTHY WELLINGTON STRATEGIC FRAMEWORK – EXPLAINED

The following section provides detailed explanation of the Healthy Wellington Strategic Framework including what the different sections of the framework are wanting to achieve and how best to plan to meet these needs.

The Healthy Wellington Strategic Framework will also include planning questions and consideration which will help with planning and implementing strategies and actions linked to this strategy.

### Community Outcomes:

Community Outcomes <i>What do we want to collectively work towards?</i>			
Residents are healthy and well.	Communities are resilient.	Supported pathways to education and lifelong learning.	Liveable and connected community.



Healthy Wellington 2021 – 2025 has identified four community outcomes which will act as a *shared outcome* between different parts of council and community stakeholders such as state and federal government services, not for profit organisations (i.e., community, health and educational services) and community groups.

Having shared outcomes provides the opportunity to build partnership and rally members from different industries and organisations to work together despite their having competing perspectives, goals, and even performance metrics. A shared outcome can also compel a partnership to reach outside its membership for help, insight and resources.

### The Healthy Wellington 2021 – 2025 community outcomes are:

- Residents are healthy and well.
- Communities are resilient.
- There are supported pathways to education and lifelong learning.
- We live in a liveable and connected community.

***Each of the community outcomes has a direct link to one or more of the chosen four health priorities, which will enable a more purposeful focus on addressing the health priorities.***

**Residents are healthy and well.**

Good health and wellbeing are essential elements of a successful community. Being in good health allows people to participate fully and contribute to society.

**Communities are resilient.**

Resilience is the ability to cope or 'bounce back' after negative events, difficult situations, challenging or hard times and return to almost the same level of wellbeing. It is also the ability to respond to difficult situations and still thrive.

**We live in a liveable and connected community.**

A liveable and connected community is one that is safe and secure. It offers choices in where to live and how to get around. And it equitably serves residents of all ages, ability levels, incomes, races, ethnicities and other backgrounds.

A liveable and connected community enhances personal independence, allowing residents to remain in their homes and communities as they age, and provide opportunities for residents of all ages, ability levels and backgrounds to engage in community life.

**There are supported pathways to education and lifelong learning.**

Education is associated with better health and wellbeing throughout life. It equips people to achieve stable employment, have secure and affordable housing, provide for families and cope with ill health.

Educational attainment refers to *highest achievement a person has attained* in any area of formal study.

By increasing the levels of educational attainment in Wellington Shire it will positively influence employment rates, community engagement, volunteering, trust and tolerance, healthy behaviours and environmental protection activities.

Healthy Wellington 2021 - 2025 acknowledges the importance of key transition stages in a person's education and learning journey, and specific actions will support the individuals transitioning through the different stages.

They include:

- Early Childhood Education
- Primary School to Secondary School
- Secondary School to further Education (University / TAFE) or employment

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- Employment to Retirement
- Lifelong Learning

**HEALTH PRIORITIES AND OBJECTIVES**

<b>Health Priorities</b> <i>When working towards the community outcomes, what health priorities are we going to focus on?</i>			
<b>Mental Wellbeing</b> Create an environment that supports mental health.	<b>Active Living</b> Increase physical activity and healthy eating.	<b>Equality</b> Improve access and inclusion. Prevent gender-based violence and discrimination.	<b>Health and Climate Change</b> Live more sustainably. Connect with nature. Mitigate health harm from climate change.
<b>Health Objectives</b> <i>When focusing on the health priorities, what are we trying to achieve?</i>			
<b>Mental Wellbeing:</b> Increase social connectedness and inclusion and decrease social isolation.  Increase awareness and knowledge of how to support and improve people’s mental health and wellbeing.  Improve access and participation to activities, programs and services that support good mental health.  Improve access to services that support and maintain mental illness	<b>Active Living</b> Increase active travel to and from places you work, learn, play, and enjoy.  Increase participation in organised sports, fitness, and recreational activity.  Increase participation in passive recreational activities such as walking and cycling.  Increase and raise awareness of local and healthy food and drinking options across different settings (such as workplace, schools, and other community use settings).	<b>Equality</b> Increase community activities that focus on eliminating gender-based and family violence.  Reduce barriers for people who are trying to access or feel included in community life (work, education, and recreation).  Increase gender equity in various settings (home life, workplace, and community).  Increase community activities that focus on celebrating diversity, including race, ethnicity, gender, and sexuality.	<b>Health and Climate Change</b> Increase community’s resilience to withstand, recover and thrive from climate-driven natural disasters (i.e., flood, fires, and drought).  Increase community’s capacity to transition to a low carbon economy via adoption of sustainable practices and renewable energy.  Increase access to sufficient, healthy, and affordable local food options that meet community food preferences and dietary needs.



**Mental Wellbeing**

Good mental health is defined as more than just the absence of mental illness. It is a positive state of wellbeing which includes feeling good and functioning well.

According to the World Health Organisation (WHO), mental health is a state of wellbeing in which a person can:

- Cope with the normal stresses of life
- Work productively
- Realise their potential
- Contribute to the community

Certain population groups are at higher risk of poor mental health and mental illness because of greater exposure and vulnerability to unfavourable social, economic and environmental circumstances, including social isolation and loneliness. Feeling connected to others, being able to cope with the usual stresses of life, having the opportunity and capacity to contribute to community and being productive are all critical to mental health (Department of Health and Human Services Victorian Public Health and Wellbeing Plan (DHHS, VPHWP 2019 - 23)).

Good mental health is important to a thriving community. As all people experience varying levels of need related to mental health at different times during their lives, the protective factors for good mental health need to be enhanced and supported.

**As part of Healthy Wellington 2021 – 2025, the mental wellbeing health priority will also include the following objectives:**

- Increase social connectedness and inclusion and decrease social isolation.
- Increase awareness and knowledge of how to support and improve people’s mental health and wellbeing.
- Improve access and participation to activities, programs and services that support good mental health.
- Improve access to services that support and maintain mental illness.



**Key initiatives, strategies or actions that will address this health priority:**

- VicHealth Youth Mental Health Project, Wellington Ways to Wellness
- Wellington Nature Kindergarten Project
- Develop and implement Council Reconciliation Action Plan
- Develop and implement Living Well During Covid 19 Plan
- Respond to the Federal Government Home and Community Care funding reform
- The Middle of Everywhere Campaign
- Gippsland Art Gallery blockbuster exhibitions commencing with Archibald Prize 2021
- Wedge Performing Arts Centre Redevelopment business case

**Links to other Council and External Plans:**

- Community Managed Facilities Strategy
- Wellington Access and Inclusion Plan
- Community Infrastructure Plan
- Early Years Infrastructure Plan
- Sporting Infrastructure Plan

## Active Living

Leading an active life improves our health and wellbeing. By moving more and sitting less we reduce the risk of health disease such as heart disease, some cancers, diabetes, musculoskeletal conditions (i.e., bones and muscles) and depression.

Being physically active (minimum 30 minutes of moderate activity a day) in combination with looking after your mental wellbeing and eating a healthy diet will help to reduce other risk factors for health disease such as high blood pressure and overweight and obesity.

**As part of Healthy Wellington 2021 – 2025, the active living health priority will also include the following objectives:**

- Increase active travel to and from places you work, learn, play and enjoy.
- Increase participation in organised sports, fitness and recreational activity.
- Increase participation in passive recreational activities such as walking and cycling.
- Increase and raise awareness of local and healthy food and drinking options across different settings (such as workplace, schools and other community use settings).



### Key initiatives, strategies or actions that will address this health priority:

- Accelerate delivery of Urban Paths Plan footpath projects
- Deliver Community Road Safety and Active Travel Projects
- Aqua Energy Redevelopment
- Investigate delivery of Gippsland Regional Sport Complex Stage 2B
- Community Facilities Plans

### Links to other Council and External Plans:

- Urban Paths Plan
- Sustainability Strategy
- Open Space Plan

## Equality

An equal society is one in which all can participate and prosper.

Healthy Wellington defines equity and equality as:

- **Equity** is giving everyone what they need to be successful.
- **Equality** is treating everyone the same or providing the same help to everyone.

We cannot start to address equality without addressing the gaps or barriers to people being treated equally (equity). By focusing on how to make people feel safe, supported and included, will lead to achieving equality for all.

Wellington Shire is made up a diverse group of people, whose personal experiences and upbringing influence how well they do in life. For some, they may experience little to no barriers ensuring their access to opportunities to better oneself is not as challenging. Whereas for other groups of people, they may experience barriers daily, putting them more behind, or worse reduce the motivation or hope to better oneself.

Creating a community that understands and celebrates diversity ensures that access to community life (i.e., work, education and recreation) is done via the lens of fairness.

**As part of Healthy Wellington 2021 – 2025, the equality health priority will also include the following objectives:**

- Increase community activities that focus on eliminating gender-based and family violence.
- Reduce barriers for people who are trying to access or feel included in community life (work, education and recreation).
- Increase gender equity in various settings (home life, workplace and community).
- Increase community activities that focus on celebrating diversity, including race, ethnicity, gender and sexuality.



### Key initiatives, strategies or actions that will address this health priority.

- Tertiary Study Hub
- Develop and implement Gender Equity Action Plan
- Develop and implement Reconciliation Action Plan
- Review and implement Disability Action Plan

### Links to other Council and External Plans:

- Community Managed Facilities Strategy
- Access and Inclusion Plan

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- Community based projects linked to Wellington Shire and Gippsland 'Prevention of Family Violence Working Partnership Groups'
- Community based projects linked to Wellington Shire and Gippsland 'Respond and Support Victims of Family Violence'

## Health and Climate Change

Climate change will impact Wellington Shire in many ways including greater risk of bushfires, more hot days and warm periods, more frequent and intense storms, fewer frosts and less rainfall in winter and spring.

The highest health and wellbeing risks due to climate change in Wellington Shire are:

- Injuries or death as a result of increased bushfire frequency and intensity.
- Premature deaths as a result of heatwaves.
- Mental ill health after disaster events (bushfires, floods).
- Increased thunderstorm asthma as a result of changing rainfall patterns and extreme weather.
- Increased vector borne diseases (e.g., Ross River virus).
- Social and economic impacts from prolonged drought.
- Social and economic impacts of current COVID-19 pandemic.

These impacts put increased pressure on health services and infrastructure. They, and others identified, are all projected to increase in the future as the climate continues to change.

Local governments play a significant role in the local emergency management sector, with strategies and activities aimed at creating a safer and more resilient community which is better able to withstand and adapt to chronic stresses like climate change or acute shocks such as bushfires.

### As part of Healthy Wellington 2021 – 2025, focusing on health and climate change will also include:

- Increase community's resilience to withstand, recover and thrive from climate-driven natural disasters (i.e., flood, fires and drought).
- Increase community's capacity to transition to a low carbon economy via adoption of sustainable practices and renewable energy.
- Increase access to sufficient, healthy and affordable local food options that meet community food preferences and dietary needs.



#### Key initiatives, strategies or actions that will address this health priority:

- Lake Guyatt Environmental Education Centre
- Amendment C99 review of flood overlays
- Community Education and Resources to assist with living more Sustainably
- Sustainable Living Education Program

#### Links to other Council and External Plans:

- Sustainability Strategy
- Open Space Plan

**APPROACH:**

Approach <i>What is going to guide our work?</i>			
People-centred	Place-based	Social determinants of health	Public Health Model



Wellington Shire Council and its community, health and educational stakeholders acknowledge the following approaches that will guide the work being delivered as part of Healthy Wellington 2021 – 2025.

**People Centred Approaches**

People-centred approaches involves Council and community, health and education stakeholders, working with the broader community to co-design policies and programs with a focus on people, families and communities, to deliver flexible and responsive services and which adapt to the changing needs of the community.

By delivering a people centred approach we would also consider the following:

- Access
- Ongoing participation
- Affordability
- Availability
- Inclusion



**Place Based Approaches**

A place-based approach recognises that the locations (or places) where people live, work, learn and play have a fundamental impact on health and wellbeing.

A place-based approach addresses a set of outcomes or priorities that are specific to a location or community. It empowers the people within that place to develop their own way of addressing the outcomes or priorities, giving them a degree of control and accountability.

Place-based approaches can also be directed at a range of settings in a particular location, such as workplaces, early childhood centres, schools and sports groups.

### Social Determinants of Health:

Evidence shows that the conditions in which we live, learn, work and play and our life experiences have an enormous impact on our health. While people have a personal responsibility to take care of themselves and their health, the social determinants make the largest impact on our health and it is these social determinants of health that contribute most to inequalities in health (DHHS 2017).

*Social determinants include but are not limited to (Image): socioeconomic status, employment, education, housing, transportation, food security, psychosocial risk factors, social environment, social support networks community and civic engagement, gender, social and civic trust, physical environment.*



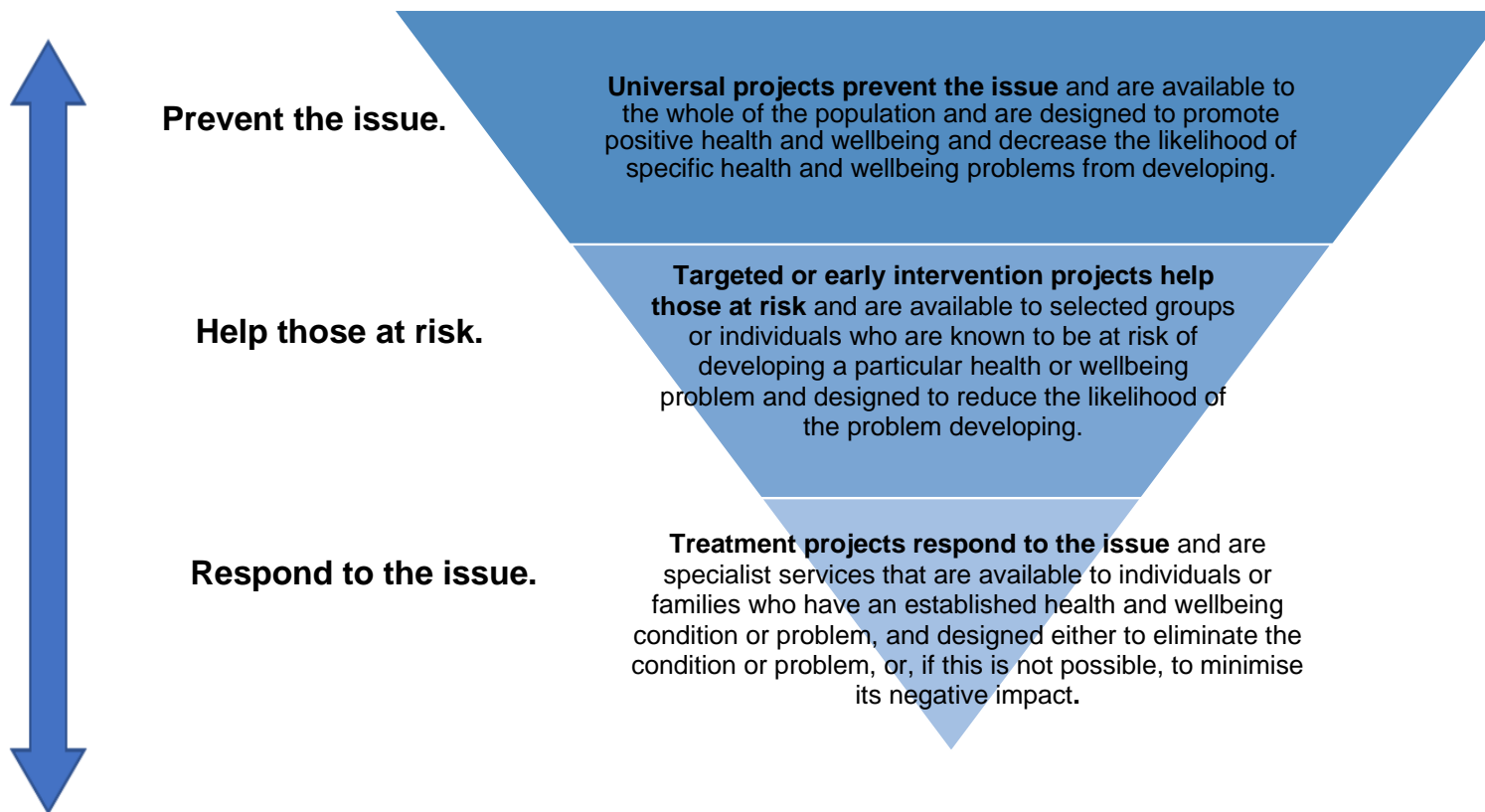
Source: Adapted from Dahlgren & Whitehead 1991

### Public health model

*The public health model aims to prevent problems occurring in the first place by targeting interventions that prevent or reduce risk, or quickly identifying and responding to a problem minimising the long-term effects. (World Health Organization, 2006)*

The framework for Healthy Wellington 2021 – 2025 incorporates a Public Health Model with a strong focus on *universal* and *targeted* actions to address the causes of poor health and wellbeing.

Due to the diversity of partners involved in actioning Healthy Wellington 2021 - 2025, actions implemented to address our community outcomes and health priorities will move along the spectrum of the public health model dependant on the nature of the organisation leading the work.

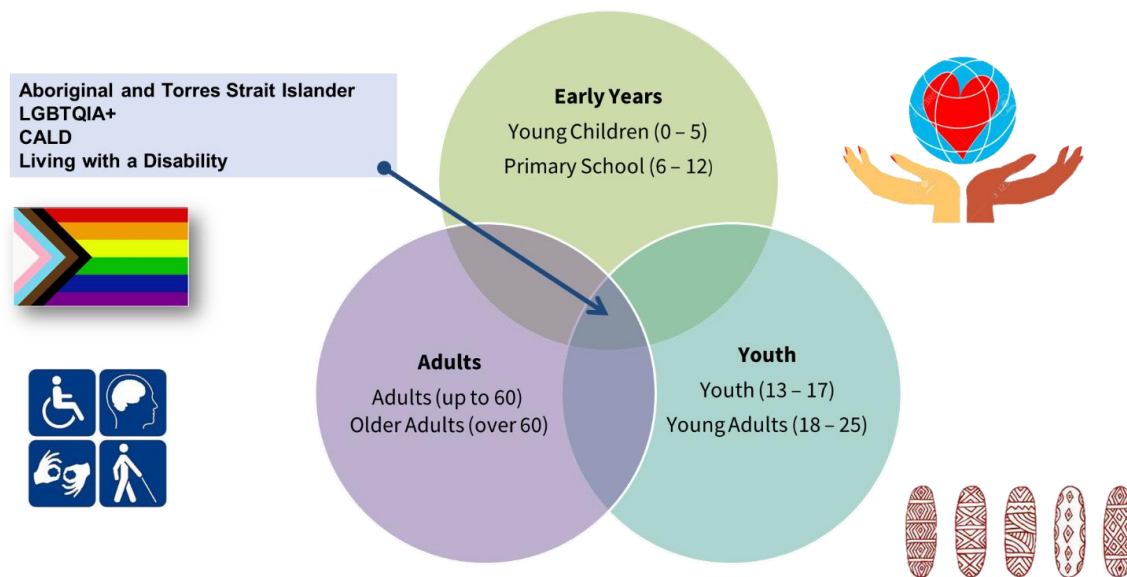


**FOCUS - Whole of population with extra attention to support**

Focus <i>Whole of population with extra attention to support.</i>						
Early Years	Youth	Active Ageing	Aboriginal and Torres Strait Islander People	LGBTQIA+	Culturally and Linguistically Diverse	Living with a Disability

Health and wellbeing issues and risks can accumulate throughout life for everyone. This is especially true for some population groups who may experience barriers to the things they need, at a time they need them which will impact on their health and wellbeing.

Healthy Wellington 2021 - 2025 will have an all-age focus, however strategies and actions will also look to support population groups such as Aboriginal and Torres Strait Islander, LGBTQIA+, Culturally Linguistically Diverse and people living with a disability.



**Early Years***Young Children (0 – 5)**Primary School (6 – 12)*

It is widely recognised that the most significant brain development phase in a person's life is aged 0 to 8 years and the opportunities and learning that occurred during that time has a long-term impact on that person's health, wellbeing, education and employment outcomes. The nature of a child's environment, relationships and learning experience during this time shapes children's growth and development.

*The Australian Early Childhood Development Index surveys indicate that 26.2 percent of Wellington Shire prep-aged children are vulnerable in one or more areas in comparison to 19.9 percent Victoria-wide, whilst 12.0 percent are vulnerable in two or more areas compared to 10.1 percent Victoria-wide.*

At a state level, there are significant investments within the early childhood education sector, namely expansion to the kindergarten program, ensuring families and children can access 2 years of kindergarten education prior to transitioning to primary school.

The flow on affect at a local level will include changes to early years services and facilities ensuring they can meet the new changes.

Overall, the investment into early years education will lead to long term educational, employment, health, and wellbeing success.

**Youth***Youth (13 – 17)**Young Adults (18 – 25)*

Adolescence and youth are another significant brain development phase, marked by 'critical transition phase' is a critical transition period where a person forms their own individual thoughts and opinions relating to their health and wellbeing, local and global issues and other matters that relate to being an adult.

This stage brings numerous significant life experiences and decision-making opportunities including education, employment, relationships, housing, legal age for driving and alcohol consumption. Adolescence is often the stage when individuals make decisions about risky behaviours or set up positive habits which can assist with good physical and mental health throughout life.

Wellington Shire Council works in conjunction with other education and health providers to deliver, support, and promote a range of programs supporting youth development, leadership opportunities, equity, respectful relationships, and safe behaviours.

While we are still at a stage of assuming the ongoing impacts that living in and through the Covid pandemic will have on our young people, we are able to access anecdotal evidence, which is providing us with some confidence that our community outcomes and health priorities within Healthy Wellington 2021 – 2025 will provide us with opportunity to support our young people's primary needs.

Strong themes that have come out through current consultation with secondary school students are: lowered self-esteem and confidence; lack of aspiration (hope); increases in feelings of depression and anxiety; a desire for more (planned/organised) opportunities to be active and connect with others; and a platform to be visible. There have been reports from schools that students, particularly those who transitioned to secondary school in 2020, have returned to school in 2021 with few relationships having been formed in Year 7. This lack of connection with school and peers has heightened moments of aggression and withdrawal and is making evident the need for opportunities to relearn skills associated with social and emotional intelligence.

### **Active Ageing**

*Adults (up to 60)*

*Older Adults (over 60)*

Being healthy and active throughout life will assist people to be healthy and independent as they age. Active ageing implies people will continue to participate and contribute, socially and economically, to their communities as they age. As an ageing community, the physical and social environment determines how people can actively participate, live safely and have good health and wellbeing.

It's important for Healthy Wellington Plan 2021 – 2025 to have a focus on older adults because, older people are the fastest growing segment of our community.

*At the 2016 Census 8,674 of Wellington's total population of 42,983 were aged 65 and over. This age group represents 20.2% of our community and is the fastest growing age segment with an increase of 24.3% at the 2016 census, when compared to the 2011 census.*

*The growth of this segment of the Wellington community is forecasted to continue, and it is estimated that by 2031 26.7% of the total Wellington population will be over 65.*

There are significant economic and social benefits to making Wellington an excellent place to live and visit for seniors and older people who are ageing. Healthy Wellington 2021 – 2025 will continue to incorporate themes from Wellington Age Friendly Strategy 2018 – 2022, and ensure actions directed at older adults consider the themes below:

- A clear idea of ageing well. Staying active, friends, family, community, joining groups, being generous and accepting generosity, telling your stories, volunteering, learning new things, laughing.
- The challenges that come with ageing. Transport, access to information, advertising groups, losing a partner, health, not mixing with other generations, finding meeting places, personal security, mobility confidence, hearing loss, loss of community, adapting to technology.
- Building on the strengths and capacity within communities. The Age-Friendly Wellington Project (delivered in 2017 and concluded in 2018) revealed the existing strength of the senior's community, as well as a high level of support that community members can provide each other through both formal and informal networks.

### Aboriginal and Torres Strait Islander People

Aboriginal and Torres Strait Islander people experience significantly poorer health outcomes than the general community. On average Aboriginal and Torres Strait Islander people live 10 years less than non-indigenous people.

The traditional owners of the land known as Wellington Shire is the Gunaikurnai people.

Gunaikurnai Land and Waters Aboriginal Corporation (GLaWAC) is the Registered Aboriginal Party that represents the Gunaikurnai people.

GLaWAC was incorporated in 2007 and have several strategic documents which guide and influence our work to support Gunaikurnai people and more broadly Aboriginal and Torres Strait Islander people.

***The [Gunaikurnai Whole of Country Plan](#), includes the overarching goal of:***

*GOAL 1: To have a strong, healthy and happy mob*

*The well-being of our mob is our top priority. More than just physical health and security, it is about being respected, having stable employment and housing, and maintaining a strong spiritual connection with our Country and our ancestors. We can be healthy if our Country is looked after, and we can be strong if our living culture is thriving. We have lived through colonisation and decades of dispossession and discrimination, and we are still dealing with the impacts of these injustices. Health and housing services don't yet meet our needs and our employment rates are among the lowest in the region. Although it has improved in recent years, racism remains an ongoing issue that our mob continues to face. We are making great strides in overcoming these colonial legacies by setting up new enterprises to employ our own people and building partnerships to address a range of challenges. We still have some way to go however to ensure our Elders are properly looked after and that we are being true to traditional laws and customs. We want all Gunaikurnai to be comfortable and proud, to be free from worry and live fulfilled lives, both individually and together as a mob.*

Wellington Shire Council will work in partnership with GLaWAC and seek direction and advice on best ways to deliver, support and promote a range of health and wellbeing programs which will directly reach local Aboriginal and Torres Strait Islander people in Wellington.

### **LGBTQIA+**

Although many lesbian, gay, bisexual, transgender, intersex, queer, diverse sexuality and gender diverse (LGBTQIA+) people live healthy and happy lives, research has demonstrated that a disproportionate number experience poorer mental health outcomes and have a higher risk of suicidal behaviours than their peers. And amongst the youth population these statistics are even higher. These health outcomes are directly related to experiences of stigma, prejudice, discrimination, and abuse based on being LGBTQIA+. (The 2021 update - LGBTQIA+ Health Australia).

It is vital that additional supports are provided to educate and build a more inclusive community that celebrates and values all people. At the same time, it is evident that supports need to be provided directly to our LGBTQIA+ communities, particularly youth, to improve their health outcomes.

### **Culturally and Linguistically Diverse**

Cultural diversity is the term used to describe many different cultures co-existing within one larger culture. In Wellington Shire there are several Culturally and Linguistically Diverse (CALD) groups living within Wellington Shire. They include:

Australian (18,167 people or 42.3%)  
English (17,242 people or 40.1%)  
Irish (4,923 people or 11.5%)  
Scottish (4,641 people or 10.8%)  
German (1,698 people or 4.0%)

Source: Australian Bureau of Statistics, [Census of Population and Housing](#), 2016 (Usual residence data). Compiled and presented in profile.id by [.id](#) (informed decisions).

Whilst the proportion of Wellington Shire residents who were born overseas is low compared with other parts of Gippsland and Victoria, this is rapidly changing.

*Wellington Shire became a [Refugee Welcome Zone area](#) in 2017. A Refugee Welcome Zone is a Local Government Area which has made a symbolic commitment to welcoming refugees into the community, upholding their human rights, demonstrating compassion and embracing cultural and religious diversity in the community. It signifies our commitment to support people who have been forced to leave their country to escape war or persecution.*

The state and federal governments are considering new policies to manage issues such as congestion and affordable housing in the metro areas by creating incentives for migrants to study, live and work in regional areas. Wellington Shire is well placed to benefit socially and economically from these policy approaches.

It is important that all residents, regardless of their cultural background, can equally participate in community life, live free from discrimination and fulfil their cultural and religious human rights.

### **Living with a disability**

People living with a disability experience much poorer health outcomes than the general community. This requires a special focus within Healthy Wellington 2021 – 2025 so that people living or caring for a person with a disability can move around their community, access information, interact with other community members and participate in community life.

People living with or caring for someone with a disability have widely different life opportunities. They are not all the same, even if their disability might seem similar. People living with a disability are diverse in the same ways as other people. They have many other parts to their identity, beyond their disability.

People are different due to their individual experiences, interests and other reasons including age, gender and their background. We need to recognise that disadvantage associated with disability is often compounded by other sources of discrimination (i.e., age, ethnicity, or gender). Recognising and responding to this multi-layered impact requires particular attention.

**ENABLERS - What will help us succeed?**

Enablers <i>What will help us succeed?</i>			
Shared leadership and strategic thinking	Partnerships and collaboration	Financing and resource allocation	Community Engagement



For Healthy Wellington 2021 – 2025 to be successful as a plan we need to ensure the following enablers occurs. They include:

- Shared leadership and strategic thinking
- Partnership and collaboration
- Financing and resource allocation
- Community Engagement

**Shared leadership and strategic thinking**

Healthy Wellington 2021 – 2025 has been identified as one of the four key strategic documents that will guide strategic thinking for Wellington Shire Council. This will mean future council planning will have regard to the community outcomes and health priorities listed within this plan.

This document will also provide strategic direction to:

- Council Services and Programs, such as Libraries and Leisure Centres.
- Future Council projects, such as built infrastructure and facilities.
- Health funded agencies, such as Central Gippsland Health Service and Yarram and District Health Service
- Wellington Shire Neighbourhood Houses, have regard to plan as part of their Strategic Plans.
- State funded Kindergarten Program must have regard to curriculum and school readiness planning.
- Public Primary and Secondary Schools to demonstrate collaborative partnership with community.

**Partnership and collaboration**

Healthy Wellington 2021 - 2025 acknowledges that effective public health planning cannot be done by local government or the health sector alone. It requires a collaborative approach by all concerned. Working in partnership will ensure our work is aligned and we share the same goals in improving the health and wellbeing of people in Wellington Shire.

Partners of Healthy Wellington 2021 - 2025 include (but are not limited to):

Local Government:	Government Departments:	Health Sector:	Community Sector:	Education:
<ul style="list-style-type: none"> <li>Wellington Shire Council</li> <li>Partnership with the 5 Councils within Gippsland</li> </ul>	Department Education and Training  Department Families, Fairness and Housing  Dept of Health  Department of Environment, Land, Water and Planning  Department of Premier and Cabinet Department of Transport, which includes VicRoads and Regional Roads Victoria  Victoria Police	Central Gippsland Health  Gippsland Primary Health Network  Gippsland Women’s Health  Ramahyuck District Aboriginal Corporation  Wellington Primary Care Partnership  Yarram and District Health Service	GippSport  Uniting  12 Neighbourhood Houses across Wellington Shire	Early Learning Centres  Primary and Secondary Schools  Wellington Early Years Network  Wellington Youth Service Network  Gippsland East Local Learning and Employment Network

**Financing and resource allocation:**

Partnering agencies of Healthy Wellington 2021 – 2025 will where possible and through their planning processes allocate resources in the form of:

- Staff time to support delivery of actions within the plan.
- Financial support via budget allocation or applying for grants to deliver actions within this plan.
- Marketing and promoting via their own communications channels (i.e., social media, media releases and internal organisational communications like staff newsletters and emails)

**Community Engagement**

Community engagement is *“any process that involves the public in problem solving or decision-making and uses public input to make decisions”*.

Wellington Shire Council is committed to Community Engagement, as outlined in Councils [Community Engagement Strategy 2021](#).

As part of Healthy Wellington 2021 – 2025 planning, actions listed within this plan whether it be led by Council or Council is a partnering agency, the community engagement activities will be as outlined in Council’s Community Engagement Strategy.

**ACTION AREAS - What type of work are we going to do?**

Action Areas <i>What type of work are we going to do?</i>				
Health in all Policies	Built Environment	Capacity building within a setting	Advocacy	Programs and Events

Healthy Wellington 2021 – 2025 action areas were adapted from international health promotion frameworks including the WHO Ottawa Charter for Health Promotion.

The action areas are a collection of actions that need to occur to address the health priority. This method ensures that when planning for actions, we need to ensure that we are delivering actions that address different areas. This way we can see which action area has too many activities and reduce the likelihood of duplication or look for opportunities to work together on a shared action.

This way of planning ensures we can assign actions to more appropriate stakeholders, evaluate where there are gaps in our action planning, which requires a more concerted effort.

Healthy Wellington Action Areas and Definition	
<b>Policy:</b>	<i>A formal statement, made by a person or organisation with power to do so. Having formal policies can guide practice for a group, workplace, and broader community.</i>
<b>Supportive physical environment:</b>	<i>Made up of natural and built structures.</i>
<b>Capacity building within settings:</b>	<i>Creating supportive and health promoting settings that can have an impact on health and wellbeing of individuals or groups within that setting.</i>  <i>Settings include place, workplace, schools, facility.</i>
<b>Community voice and advocacy:</b>	<i>An activity by an individual or group which aims to influence decisions within political, economic, and social systems.</i>
<b>Programs and Events:</b>	<i>Programs are interventions for individuals or groups which focus on promoting health and wellbeing.</i>  <i>Events are activities which connect the community, promoting key health and wellbeing messages.</i>

**IMPLEMENTATION, REVIEW AND EVALUATION**

The **implementation** of Healthy Wellington 2021 - 2025 will be the responsibility of many business units across Council and in partnership with external agencies.

An **annual action plan** will be developed, which will include all health and wellbeing projects council will lead or support as part of this plan. An internal and external steering committee will assist in overseeing the implementation of the action plan and assist in the reporting.

At the completion of each year a **review** will be undertaken to determine achievements, ongoing work and identify areas requiring further action. This will contribute to the overall evaluation at the conclusion of the plan.

Councillors, partnering agencies and community will be updated on an annual basis on the progress of this plan.

Communications and promotion (such as media releases and social media) will inform the community of achievements of the plan as well as projects and events that are occurring because of the plan.

An **evaluation framework** will be developed to be completed in the final year of the plan, allowing reflection and learnings from the work of this plan.

Due to the breadth and scope of the health plan, specific projects will be selected for individual evaluation on process and project outcomes.

**Overall, we intend to evaluate using the following questions:**

- Have we achieved the change we sought?
- Are we having the influence we expected?
- Have we done what we said we would do?
- What worked well and what needs improvement?
- How effective is the way we plan?

## 16. FURTHER GALLERY AND ONLINE COMMENTS

*Gallery comments are an opportunity for members of the public to raise any particular matter they wish. This allows those in the gallery to speak directly to Councillors but is not a forum designed for open discussion or debate. We will listen respectfully to what you have to say and make the commitment that if your query requires a written response, we will advise you that a response will be forthcoming, and a copy of that response will be circulated to all Councillors.*

*This is not a forum for members of the public to lodge complaints against individuals, including Councillors and staff, particularly as that individual gets no public right of reply to any matter raised. We take complaints seriously, and in line with the guidance from the Victorian Ombudsman and the local Government Inspectorate, we request that any specific complaint against an individual be put in writing. This way, your concern can be properly dealt with while ensuring fairness to all parties concerned.*

*If you wish to speak, we remind you that this part of the meeting is being recorded and broadcast on our website. Council's official Minutes will record that you have spoken to Council and the subject you spoke to Council about but will not record specific comments. We ask you to state your name in full, where you are from, and you have three minutes.*

ONLINE COMMENTS -

FURTHER GALLERY COMMENTS -

Meeting declared closed at:

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

## 17. IN CLOSED SESSION

### COUNCILLOR

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

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

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**IN CLOSED SESSION**

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### COUNCILLOR

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