



WELLINGTON
SHIRE COUNCIL

The Heart of Gippsland

COUNCIL MEETING AGENDA ORDINARY MEETING

Meeting to be held at

Wellington Centre – Wellington Room

Foster Street, Sale and via MS Teams

Tuesday 19 September 2023, commencing at 5:00 PM

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

**ORDINARY MEETING OF COUNCIL
TABLE OF CONTENTS**

0.1. TABLE OF CONTENTS	2
1. APOLOGIES	5
2. DECLARATION OF CONFLICT/S OF INTEREST	5
3. CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETING/S.....	5
3.1. ADOPTION OF MINUTES OF PREVIOUS COUNCIL MEETING	5
4. BUSINESS ARISING FROM PREVIOUS MEETINGS	6
5. ACCEPTANCE OF LATE AND URGENT ITEMS	6
6. NOTICE/S OF MOTION	6
7. RECEIVING OF PETITION OR JOINT LETTERS.....	6
7.1. OUTSTANDING PETITIONS	6
8. INVITED ADDRESSES, PRESENTATIONS OR ACKNOWLEDGEMENTS	6
9. QUESTION/S ON NOTICE	6
9.1. OUTSTANDING QUESTION/S ON NOTICE	6
10. MAYOR AND COUNCILLORS REPORT - AUGUST 2023.....	7
10.1. MAYOR AND COUNCILLORS REPORT - AUGUST 2023	7
11. DELEGATES REPORT.....	10
12. CHIEF EXECUTIVE OFFICER.....	11
12.1. AUDIT & RISK COMMITTEE MEMBER APPOINTMENT	11
12.2. CHIEF EXECUTIVE OFFICERS REPORT - AUGUST 2023.....	15
13. GENERAL MANAGER CORPORATE SERVICES	17
13.1. ASSEMBLY OF COUNCILLORS	17
13.2. AUDIT AND RISK COMMITTEE MINUTES.....	22
13.3. IN PRINCIPLE APPROVAL OF DRAFT 2022/23 FINANCIAL REPORT AND PERFORMANCE STATEMENT	33
13.4. ELECTION PERIOD POLICY REVIEW	107

13.5. PROGRESS OF 2021-25 COUNCIL PLAN: QUARTER 4, 2023	128
13.6. MICROSOFT AGREEMENT	181
14. GENERAL MANAGER DEVELOPMENT	187
14.1. 90 MILE BEACH – SURRENDER OF COUNCIL LAND	187
14.2. MONTHLY PLANNING DECISIONS - JULY 2023	200
15. GENERAL MANAGER BUILT AND NATURAL ENVIRONMENT	210
15.1. ROAD OPENING - PART RUMPFES LANE, HEYFIELD	210
15.2. MUNICIPAL ASSOCIATION OF VICTORIA (MAV) AQUA ENERGY GAS SITE SUPPLY CONTRACT (EC8310-2022).....	217
16. FURTHER GALLERY AND ONLINE COMMENTS.....	221
17. IN CLOSED SESSION	222

COUNCIL MEETING INFORMATION

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

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

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

MISSION STATEMENT

Working together to make a difference. We listen and lead to provide quality services that improve life for all.

ACKNOWLEDGEMENT OF COUNTRY

“Wellington Shire Council acknowledges our offices are located on the traditional lands of the Gunaikurnai nation. We pay our deep respects to their Elders past, present and future and acknowledge their ongoing cultural and spiritual connections to their land and waters.”

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: MANAGER ORGANISATIONAL PERFORMANCE AND GOVERNANCE

PURPOSE

To adopt the minutes of the Ordinary Council Meeting of 5 September 2023.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council adopt the minutes and resolutions of the Ordinary Council Meeting of 5 September 2023.

CONFLICT OF INTEREST

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

4. BUSINESS ARISING FROM PREVIOUS MEETINGS

ACTION OFFICER: CHIEF EXECUTIVE OFFICER

ITEM	FROM MEETING	COMMENTS	ACTION BY
NIL			

5. ACCEPTANCE OF LATE AND URGENT ITEMS

6. NOTICE/S OF MOTION

7. RECEIVING OF PETITION OR JOINT LETTERS

7.1. OUTSTANDING PETITIONS

ACTION OFFICER: CHIEF EXECUTIVE OFFICER

ITEM	FROM MEETING	COMMENTS	ACTION BY
NIL			

8. INVITED ADDRESSES, PRESENTATIONS OR ACKNOWLEDGEMENTS

9. QUESTION/S ON NOTICE

9.1. OUTSTANDING QUESTION/S ON NOTICE

ACTION OFFICER: CHIEF EXECUTIVE OFFICER

ITEM	FROM MEETING	COMMENTS	ACTION BY
NIL			

10. MAYOR AND COUNCILLORS REPORT - AUGUST 2023

10.1. MAYOR AND COUNCILLORS REPORT - AUGUST 2023

ACTION OFFICER: COUNCILLOR IAN BYE

<p>RECOMMENDATION</p> <p><i>That the Mayor and Councillors report be noted.</i></p>
--

1 AUGUST TO 31 AUGUST

3 August	Art and Cultural Strategy Discussion Group meeting, Sale	Mayor Bye attended
	Gumnuts Early Learning Centre Official Opening of 3's Kinder, Sale	Mayor Bye attended
4 August	Meeting with Minister Harriet Shing MP, Sale	Mayor Bye and David Morcom, Chief Executive Officer attended
	Valencia Creek Hall Improvement Project Thank You Event, Valencia Creek	Cr Crossley and Cr Ripper attended
7 August	Maffra Recreation Reserve Committee meeting, Maffra	Cr Ripper attended
8 August	Wellington Renewable Energy Forum, Online	Mayor Bye, Cr McKenzie, Cr Crossley and Cr Wood attended
	Wellington Shire Council Storm & Flood Working Group meeting, Sale	Cr Wood attended
9 August	Youth Council meeting, Sale	Cr Wood attended
10 August	G-REZ Community Advisory Group meeting, Sale	Mayor Bye and Cr McKenzie attended
	Gippsland New Energy Web Portal Working Group, online	Cr Crossley attended
11 August	Newry Hall Floor Reveal, Newry	Mayor Bye and Cr Ripper attended
	Gippsland Climate Change Network Board Meeting, Morwell	Cr Crossley attended
12 August	Cowwarr Football Netball Club Court Redevelopment, Cowwarr	Cr Crossley attended

13 August	Rotary Club of Maffra Meet & Greet, Maffra	Cr Crossley and Cr Ripper attended
17 August	SEATS Executive Meeting, Annual General Meeting & Quarterly Meeting, Drouin Gippsland New Energy Web Portal Working Group meeting, online	Cr Tatterson attended Cr Crossley attended
18 August	SEATS Quarterly Meeting – Session 2, Drouin OneGippsland Board meeting, Morwell	Cr Tatterson attended Mayor Bye and David Morcom, Chief Executive Officer attended
21 August	G-REZ Meeting, online One Gippsland - Presentation from Gippsland Alliance for Climate Action, online	Mayor Bye and David Morcom, Chief Executive Officer attended Mayor Bye attended
22 August	Councillor Community Conversation visit to Rosedale region Committee for Wellington Tourism meeting, Sale	Mayor Bye, Cr McKenzie, Cr Crossley, Cr Wood, Cr Stephens, Cr Ripper and David Morcom, Chief Executive Officer attended Cr Wood attended
23 August	Newry Hall Annual General Meeting, Newry	Cr Ripper attended
24 August	Municipal Emergency Management Planning Committee Meeting, Sale	Cr Crossley attended
25 August	Gippsland International Winter Festival – All Breeds Championship Dog Show, Maffra Gippsland Rally Official Opening, Sale Dinner with Minister Steve Dimopoulos MP	Mayor Bye and Cr Ripper attended Mayor Bye and Cr McKenzie attended Mayor Bye and David Morcom, Chief Executive Officer attended
27 August	Carrajung Community Emergency Committee meeting, Carrajung	Cr Stephens attended
28-31 August	Offshore Wind & Green Hydrogen Summit, Melbourne	Mayor Bye attended

	Meeting with Minister Bowen MP, Melbourne	Mayor Bye attended
31 August	Gippsland New Energy Leaders special event, Sale	Mayor Bye and David Morcom, Chief Executive Officer attended
	Gippsland New Energy Conference Dinner, Sale	Mayor Bye, Cr Tatterson, Cr McKenzie, Cr Crossley, Cr Stephens and David Morcom, Chief Executive Officer attended
	Gippsland New Energy Two Day Conference, Sale	Mayor Bye, Cr Tatterson, Cr McKenzie, Cr Crossley, Cr Stephens, Cr Wood and David Morcom, Chief Executive Officer attended
	Heyfield Lions 55 th Changeover Dinner, Heyfield	Cr Ripper attended

**COUNCILLOR IAN BYE
MAYOR**

11. DELEGATES REPORT

12. CHIEF EXECUTIVE OFFICER

12.1. 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.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That:

- 1. Council appoint an independent member to Council's Audit & Risk Committee, for a two year period (in accordance with its charter), commencing 29 October 2023 and expiring 28 October 2025 based on the recommendation in the attached confidential Audit & Risk Committee Member Appointment Evaluation Report of this Council meeting agenda; and***
- 2. The information contained in the attached Audit & Risk Committee Member Appointment Evaluation Report and designated confidential under Section 3(1) Confidential Information of the Local Government Act 2020 by the General Manager Corporate Services on 6 September 2023 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. The term of the current appointment is due to expire on 28 October 2023.

In order to ensure the vacant position is filled an Expression of Interest process has been undertaken to recruit a suitably qualified external member for Council's Audit & Risk Committee.

Advertising was undertaken in July and August 2023 and expressions of interest were received by the nominated closing date of 8 August 2023.

An interview process was held in September 2023. The Evaluation Panel's assessment and a recommendation for appointment is included in the attached confidential report.

ATTACHMENTS

1. Confidential Header : Member Appointment [**12.1.1** - 1 page]
2. CONFIDENTIAL REDACTED - Independent Member Evaluation 2023 [**12.1.2** - 1 page]

OPTIONS

Council has the following options available:

1. Adopt the recommendation to appoint one independent member to Council's Audit & Risk Committee, for a two year period (in accordance with its charter), commencing 29 October 2023 and expiring 28 October 2025; or
2. Amend the recommendation in relation to the proposed appointment.

PROPOSAL

That Council appoint one independent member to Council's Audit & Risk Committee in accordance with the evaluation panel's confidential report attached, for a two year period (in accordance with its charter), commencing 29 October 2023 and expiring 28 October 2025.

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

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

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 19 SEPTEMBER 2023

On this day, 6 September 2023, in accordance with Section 3(1) of the *Local Government Act 2020*; I, Arthur Skipitaris, (Delegate) declare that the information contained in the attached document **Audit and Risk Committee Member Appointment Evaluation Report** 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***

.....
Arthur Skipitaris, General Manager Corporate Services

12.2. CHIEF EXECUTIVE OFFICERS REPORT - AUGUST 2023

ACTION OFFICER: CHIEF EXECUTIVE OFFICER

<p>RECOMMENDATION</p> <p><i>That the Chief Executive Officer's report be received.</i></p>

1 AUGUST TO 31 AUGUST

2 August	<p>Attended the Joint State/Local Government Monthly CEO Forum</p> <p>Met with Nicala Oakley, Regional Development Victoria, to discuss the Gippsland Regional Plan</p>
3 August	<p>Attended a Committee for Wellington meeting, Sale</p> <p>Attended a Strategic Shared Services meeting with East Gippsland Shire Council</p>
4 August	<p>Met with Minister Shing MP to discuss Renewable Energy and Forestry Transition. In attendance was Mayor Bye</p>
7 August	<p>Met with Regional Arts Victoria Director, Jo Porter</p> <p>Attended a dinner in Traralgon with Department of Jobs, Skills, Industry and Regions representatives</p>
8 August	<p>Attended a Wellington Renewable Energy Forum. In attendance was Mayor Bye</p>
10 August	<p>Attended a Wellington Place Based Coordination Team meeting with representatives of Regional Development Victoria</p> <p>Met with Central Gippsland Health Chief Executive Officer, Mr Mark Dykgraaf</p>
11 August	<p>Met with Regional Development Victoria representatives to discuss the Gippsland Regional Plan agenda</p> <p>Attended a Joint Meeting with Wellington Shire Council & South Gippsland Shire representatives to discuss Renewable Energy</p>
14 August	<p>Attended a Quarterly Gippsland Regional Partnership meeting, Morwell</p> <p>Chaired the Gippsland Regional Plan Local Government meeting, Traralgon</p>

	Attended a Joint meeting with Offshore Wind Evidence + Change Program (OWEC) and VicGrid representatives
16 August	Met with Marathon Electrical representatives, Sale to discuss economic development opportunities
17 August	Attended a OneGippsland Delegation Meeting with Minister Tierney MP. In attendance was Mayor Bye
18 August	Attended a OneGippsland CEO Meeting & August Board Meeting, Morwell. In attendance was Mayor Bye
21 August	Met with Environmental Protection Authority (EPA) representatives Met with Gippsland Renewable Energy Zone (G-REZ) representatives to discuss the Rosedale alignment with AusNet services. In attendance was Mayor Bye
22 August	Hosted a Councillor Community Conversation tour of Rosedale. In attendance was Mayor Bye, Cr McKenzie, Cr Crossley, Cr Stephens and Cr Ripper Attended a Committee for Wellington Tourism Dinner, Sale Greyhound Club
23 August	Attended a LGPro Mentoring Program session, Melbourne
24 August	Attended a Wellington Place Based Coordination Team meeting with representatives from Regional Development Victoria
25 August	Attended a Destination Gippsland Board meeting Met with Minister Steve Dimopoulos MP, Sale. In attendance was Mayor Bye
29 August	Met with Southern Rural Water Director, Mr Cameron Fitzgerald Attended the Gippsland Red Meat Conference Dinner, Sale
31 August	Attended a Gippsland New Energy Leaders Special Event, Sale. In attendance was Mayor Bye Attended a Gippsland New Energy Conference Dinner, Sale. In attendance was Mayor Bye, Cr Stephens, Cr McKenzie and Cr Crossley

13. GENERAL MANAGER CORPORATE SERVICES

13.1. ASSEMBLY OF COUNCILLORS

ACTION OFFICER: MANAGER ORGANISATIONAL PERFORMANCE AND GOVERNANCE

OBJECTIVE

To report on all assembly of Councillor records received for the period 28 August 2023 to 10 September 2023.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council note and receive the attached Assembly of Councillor records for the period 28 August 2023 to 10 September 2023.

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 28 August 2023 to 10 September 2023.

ATTACHMENTS

1. Assembly of Councillors 5 September 2023 [**13.1.1** - 2 pages]

OPTIONS

Council has the following options:

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

PROPOSAL

That Council note and receive the attached assembly of Councillors records during the period 28 August 2023 to 10 September 2023.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

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

COMMUNICATION IMPACT

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

LEGISLATIVE IMPACT

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

COUNCIL POLICY IMPACT

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

COUNCIL PLAN IMPACT

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

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 – 5 SEPTEMBER 2023

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	YES	N/A
	Cr Rossetti	YES	Damian Norkus, ICT Operations Officer	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	Chris Hastie, GM Built and Natural Environment	YES	N/A
	Cr Ripper	YES	Arthur Skipitaris, GM Corporate Services	YES	N/A
	Cr Rossetti	YES	Sam McPherson, Acting GM Community & Culture	YES	N/A
	Cr Stephens	YES	Andrew Pomeroy, GM Development	YES	N/A

	MATTERS/ITEMS CONSIDERED AT THE MEETING	OTHERS IN ATTENDANCE
Workshops (cont.)	1. CUSTOMER SERVICE TRENDS	<ul style="list-style-type: none"> • Vanessa Ebsworth, Manager Regulatory Services • Chelsea Ryan, Acting Coordinator Customer Service <i>Conflict of Interest: Nil</i>
	2. PORT OF SALE UPDATE	<ul style="list-style-type: none"> • Barry Hearsey, Manager Land Use Planning <i>Conflict of Interest: Nil</i>
	3. URBAN FOREST MANAGEMENT - FORESTREE	<ul style="list-style-type: none"> • Liam Cole, Open Space Planning Officer <i>Conflict of Interest: Nil</i>
	4. PROGRESS OF 2021-25 COUNCIL PLAN AND HEALTHY WELLINGTON 2021-25	<ul style="list-style-type: none"> • Arthur Skipitaris, General Manager Corporate Services • Carly Bloomfield, Manager Organisation Performance and Governance <i>Conflict of Interest: Nil</i>
	5. REVIEW OF ELECTION PERIOD POLICY	<ul style="list-style-type: none"> • Carly Bloomfield, Manager Organisation Performance and Governance • Jessica Saunders, Coordinator Governance and Council Business <i>Conflict of Interest: Nil</i>

13.2. AUDIT AND RISK COMMITTEE MINUTES

ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES

PURPOSE

To receive and note the minutes of the Audit & Risk Committee meeting held on 29 August 2023.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That:

- 1. Council receive and note the minutes in brief of the Audit & Risk Committee 29 August 2023 (as attached) and the confidential attachment Audit & Risk Committee Minutes of 29 August 2023;***
- 2. The information contained in the confidential document Audit & Risk Committee Minutes of 29 August 2023 of this Council meeting agenda and designated confidential under Section 3(1) Confidential Information of the Local Government Act 2020 by the General Manager Corporate Services on 6 September 2023 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 29 August 2023 is attached and is provided for the information of Council and the public in general.

ATTACHMENTS

1. Audit & Risk Committee Minutes in Brief 29 August 2023 [**13.2.1** - 7 pages]
2. Confidential Header - Audit & Risk Committee Minutes [**13.2.2** - 1 page]
3. CONFIDENTIAL REDACTED - Confidential Attachment - Audit & Risk Committee Minutes 29 August 2023 [**13.2.3** - 208 pages]

OPTIONS

Council has the following options available:

1. To receive and note the minutes from the Audit & Risk Committee meeting of 29 August 2023; 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 29 August 2023.

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

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

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 – 29 AUGUST 2023

Present: Mr Chris Badger (Chair) (via Teams)
Mr Tony Smith (via Teams)
Ms Sarah Heath (via Teams)
Councillor Garry Stephens (via Teams)
Councillor Gayle Maher (Via Teams)

In attendance: Mr David Morcom (Chief Executive Officer)
Mr Arthur Skipitaris (General Manager Corporate Services)
Mr Kapil Kukreja (HLB Mann Judd via Teams)
Mrs Sheryl Saynor (Executive Support Officer)

1. **Welcome**

2. **Apologies - Nil**

3. **Closure of meeting to public**

Councillor Stephens/Sarah Heath

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 conflicts of interest**

5. **Adoption of previous minutes – 1 June 2023**

Tony Smith/Councillor Maher

That the Committee adopt the minutes of the previous meeting held on 1 June 2023.

CARRIED

6. **In camera session**

7. **Reports**

7.1 **Action items from previous minutes**

Councillor Stephens/Tony Smith

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 22 August 2023 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

7.2 Internal audit report – Review of Payroll and Leave Management

Councillor Stephens/Sarah Heath

*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 22 August 2023 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

7.3 Internal audit report – Follow Up Review

Tony Smith/Sarah Heath

*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 22 August 2023 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

7.4 Status of audit recommendations

Councillor Stephens/Councill Maher

*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 22 August 2023 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

7.5 OHS Matters

Tony Smith/Sarah Heath

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 22 August 2023 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

7.6 Internal Audit contract

Sarah Heath/Councillor Maher

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 22 August 2023 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

7.7 Audit & Risk Committee's role in regard to Business Continuity Plan

Councillor Maher/Sarah Heath

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 22 August 2023 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

7.8 VAGO Report: Regulating Food Safety

Councillor Maher/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 22 August 2023 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

7.9 Evaluation of Audit & Risk committee performance

Councillor Stephens/Tony Smith

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 22 August 2023 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

7.10 ICT and Cyber Security Update

Councillor Maher/Tony Smith

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 22 August 2023 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

7.11 Status of Identified Improvements from Various Agencies

Councillor Maher/Tony Smith

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 22 August 2023 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

7.12 Review of Strategic Risk Report

Tony Smith/Sarah Heath

*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 22 August 2023 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

7.13 Review of Council Policies

Tony Smith/Sarah Heath

*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 22 August 2023 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

7.14 CEO Credit Card expenditure

Councillor Stephens/Councillor Maher

*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 22 August 2023 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

7.15 Related Party Transactions

Tony Smith/Councillor Maher

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 22 August 2023 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

7.16 Reimbursements made to Councillors and members of delegated Committees

Sarah Heath/Tony Smith

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 22 August 2023 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

7.17 Register of Commissioned Reports

Councillor Stephens/Councillor Maher

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 22 August 2023 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

7.18 Current Key Risk Matters

Councillor Stephens/Councillor Maher

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 22 August 2023 because it relates to the following grounds:

(e) legal privileged information, being information to which legal professional privilege or client legal privilege applies be designated confidential information under Clause 3(1) of the Local Government Act 2020.

CARRIED

7.19 Insurance report

Tony Smith/Councillor Maher

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 22 August 2023 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

7.20 Fraud Report

Sarah Heath/Tony Smith

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 22 August 2023 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

7.21 General business

Nil

8. Rotating Assessment and Feedback on meeting – Cr Maher

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 3.23PM.



WELLINGTON
SHIRE COUNCIL

The Heart of Gippsland

**ORDINARY COUNCIL MEETING
19 SEPTEMBER 2023**

On this day, 6 September 2023, 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 under Section 3(1) of the *Local Government Act 2020*:

- 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)

13.3. IN PRINCIPLE APPROVAL OF DRAFT 2022/23 FINANCIAL REPORT AND PERFORMANCE STATEMENT

ACTION OFFICER: MANAGER CORPORATE FINANCE

PURPOSE

For Council to approve in principle the draft 2022/23 Financial Report and Performance Statement as attached and authorise two Councillors to certify both documents upon completion of the Auditor-General's review.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council approve, in principle, the Draft 2022/23 Financial Report and Performance Statement as attached, subject to no material changes by the Victorian Auditor General's Office (VAGO) and authorise two Councillors from the Audit & Risk Committee to certify the documents in their final form.

BACKGROUND

Section 98 of the *Local Government Act 2020* requires Council to prepare an annual report in respect of each financial year.

The annual report must contain the following:

- a report of operations of the Council;
- an audited Performance Statement; and
- audited Financial Statements.

Council must pass a resolution giving its approval in principle to the Financial Report and the Performance Statement so that Officers can submit these to the Auditor-General.

The Chief Executive Officer, Principal Accounting Officer and two Councillors appointed by Council must certify the documents once amendments or changes requested by the Auditor-General have been made.

Council's Audit & Risk Committee has reviewed the draft Financial Report and Performance Statement having had discussions with the external auditors and formally recommends that Council approve the documents in principle.

The in-principle approval of the documents will enable the draft documents to be reviewed and certified by the Auditor-General so that Council can ideally meet its legislative requirement of considering the 2022/23 Annual Report at a meeting open to the public by 31 October 2023.

ATTACHMENTS

1. Draft Financial Report 2022/23 [**13.3.1** - 55 pages]
2. Draft Performance Statement 2022/23 [**13.3.2** - 16 pages]

OPTIONS

Council has the following options available:

1. Approve, in principle, the Draft 2022/23 Financial Report and Performance Statement as attached, subject to no material changes by the Victorian Auditor General's Office (VAGO) and authorise two Councillors from the Audit & Risk Committee to certify the documents in their final form; or
2. Not approve, in principle, the Draft 2022/23 Financial Report or Performance Statement, as attached, at this time.

PROPOSAL

That Council approve, in principle, the Draft 2022/23 Financial Report and Performance Statement as attached, subject to no material changes by the Victorian Auditor General's Office (VAGO) and authorise Councillors Stephens and Maher to certify the statements in their final form.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

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

COMMUNICATION IMPACT

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

LEGISLATIVE IMPACT

Section 99(2) of the *Local Government Act 2020* requires Council to pass a resolution giving approval in principle to the Financial Report and Performance Statement prior to submitting the documents to the Auditor-General.

COUNCIL POLICY IMPACT

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

COUNCIL PLAN IMPACT

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

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

This report supports the above Council Plan strategic outcome.

RESOURCES AND STAFF IMPACT

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

COMMUNITY IMPACT

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

ENVIRONMENTAL IMPACT

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

ENGAGEMENT IMPACT

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

RISK MANAGEMENT IMPACT

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



Wellington Shire Council

ANNUAL FINANCIAL REPORT

For the year ended 30 June 2023

Wellington Shire Council
Financial Report
Table of Contents

FINANCIAL REPORT	Page
Certification of the Financial Statements	1
Victorian Auditor-General's Office Audit Report	2
Financial Statements	
Comprehensive Income Statement	4
Balance Sheet	5
Statement of Changes in Equity	6
Statement of Cash Flows	7
Statement of Capital Works	8
Notes to the Financial Statements	
Note 1	9
Note 2	11
2.1 Performance against budget	11
2.1.1 Income and expenditure	11
2.1.2 Capital works	14
2.2. Analysis of council results by program	16
Note 3	17
3.1. Rates and charges	17
3.2. Statutory fees and fines	17
3.3. User fees	17
3.4. Funding from other levels of government	18
3.5. Contributions	20
3.6. Other income	20
Note 4	21
4.1. Employee costs	21
4.2. Materials and services	21
4.3. Depreciation	21
4.4. Amortisation - Intangible assets	22
4.5. Amortisation - Right of use assets	22
4.6. Bad and doubtful debts	22
4.7. Borrowing costs	22
4.8. Finance Costs - Leases	22
4.9. Other expenses	22
4.10. Net loss on disposal of property, infrastructure, plant and equipment	22

Wellington Shire Council
Financial Report
Table of Contents

FINANCIAL REPORT		Page
Note 5	Our financial position	23
	5.1. Financial assets	23
	5.2. Non-financial assets	25
	5.3. Payables, trust funds and deposits and unearned income/revenue	25
	5.4. Interest-bearing liabilities	26
	5.5. Provisions	27
	5.6. Financing arrangements	28
	5.7. Commitments	29
	5.8. Leases	30
Note 6	Assets we manage	31
	6.1. Property, infrastructure plant and equipment	31
Note 7	People and relationships	39
	7.1. Council and key management remuneration	39
	7.2. Related party disclosure	40
Note 8	Managing uncertainties	41
	8.1. Contingent assets and liabilities	41
	8.2. Change in accounting standards	42
	8.3. Financial instruments	42
	8.4. Fair value measurement	44
	8.5. Events occurring after balance date	45
Note 9	Other matters	46
	9.1. Reserves	46
	9.2. Reconciliation of cash flows from operating activities to surplus/(deficit)	49
	9.3. Superannuation	49
Note 10	Change in accounting policy	52

Certification of the Financial Statements

In my opinion, the accompanying financial statements have been prepared in accordance with the *Local Government Act 2020*, the *Local Government (Planning and Reporting) Regulations 2020*, the Australian Accounting Standards and other mandatory professional reporting requirements.

Ian Carroll (CPA)
Principal Accounting Officer

Dated : <Date>
Sale

In our opinion, the accompanying financial statements present fairly the financial transactions of the Wellington Shire Council for the year ended 30 June 2023 and the financial position of the Council as at that date.

At the date of signing, we are not aware of any circumstances that would render any particulars in the financial statements to be misleading or inaccurate.

We have been authorised by the Council and by the *Local Government (Planning and Reporting) Regulations 2020* to certify the financial statements in their final form.

Garry Stephens
Councillor
Dated : <Date>
Sale

Gayle Maher
Councillor
Dated : <Date>
Sale

David Morcom
Chief Executive Officer
Dated : <Date>
Sale

<INSERT VAGO REPORT - PAGE 1>

<INSERT VAGO REPORT - PAGE 2>

Comprehensive Income Statement For the Year Ended 30 June 2023

	Note	2023 \$'000	2022 \$'000
Income / Revenue			
Rates and charges	3.1	67,133	66,145
Statutory fees and fines	3.2	1,003	1,170
User fees	3.3	9,106	8,331
Grants - operating	3.4	33,526	27,212
Grants - capital	3.4	9,131	11,249
Contributions - monetary	3.5	841	1,811
Contributions - non monetary	3.5	2,949	4,857
Other income	3.6	7,898	2,916
Total income / revenue		131,587	123,691
Expenses			
Employee costs	4.1	32,385	28,998
Materials and services	4.2	44,455	43,355
Depreciation	4.3	27,391	25,261
Amortisation - intangible assets	4.4	837	920
Amortisation - right of use assets	4.5	410	397
Bad and doubtful debts - allowance for impairment losses	4.6	62	25
Borrowing costs	4.7	48	71
Finance costs - leases	4.8	8	2
Other expenses	4.9	2,372	2,911
Net loss on disposal of property, infrastructure, plant and equipment	4.10	1,334	1,218
Total expenses		109,302	103,158
Surplus/(deficit) for the year		22,285	20,533
Other comprehensive income			
Items that will not be reclassified to surplus or deficit in future periods			
Net asset revaluation increment/(decrement)	9.1	202,021	99,102
Total other comprehensive income		202,021	99,102
Total comprehensive result		224,306	119,635

The above comprehensive income statement should be read in conjunction with the accompanying notes.

Balance Sheet

As at 30 June 2023

	Note	2023 \$'000	2022 \$'000
Assets			
Current assets			
Cash and cash equivalents	5.1	30,860	58,460
Trade and other receivables	5.1	9,637	7,502
Other financial assets	5.1	105,976	72,420
Inventories		70	44
Prepayments		809	641
Total current assets		147,352	139,067
Non-current assets			
Trade and other receivables	5.1	2,853	2,777
Property, infrastructure, plant and equipment	6.1	1,337,105	1,128,541
Right-of-use assets	5.8	57	107
Intangible assets	5.2	2,154	2,913
Total non-current assets		1,342,169	1,134,338
Total assets		1,489,521	1,273,405
Liabilities			
Current liabilities			
Trade and other payables	5.3	9,790	8,698
Trust funds and deposits	5.3	4,024	3,482
Unearned income/revenue	5.3	10,037	19,795
Provisions	5.5	7,115	10,492
Interest-bearing liabilities	5.4	289	289
Lease liabilities	5.8	42	48
Total current liabilities		31,297	42,804
Non-current liabilities			
Provisions	5.5	17,712	16,766
Interest-bearing liabilities	5.4	160	449
Lease liabilities	5.8	29	70
Total non-current liabilities		17,901	17,285
Total liabilities		49,198	60,089
Net assets		1,440,323	1,213,316
Equity			
Accumulated surplus		471,077	445,967
Asset Revaluation Reserve	9.1	956,409	754,388
Other Reserves		12,837	12,961
Total Equity		1,440,323	1,213,316

The above balance sheet should be read in conjunction with the accompanying notes.

**Statement of Changes in Equity
For the Year Ended 30 June 2023**

	Note	Total \$'000	Accumulated Surplus \$'000	Revaluation Reserve \$'000	Other Reserves \$'000
2023					
Balance at beginning of the financial year		1,213,316	445,967	754,388	12,961
Surplus/(deficit) for the year		22,285	22,285	-	-
Net asset revaluation increment/(decrement)	6.1	204,012	-	204,012	-
Found Assets Adjustment directly to equity	6.1	354	354	-	-
Other Adjustment directly to equity	6.1	356	2,347	(1,991)	-
Transfers to other reserves	9.1	-	(3,720)	-	3,720
Transfers from other reserves	9.1	-	3,844	-	(3,844)
		<u>227,007</u>	<u>25,110</u>	<u>202,021</u>	<u>(124)</u>
Balance at end of the financial year		1,440,323	471,077	956,409	12,837

		Total \$'000	Accumulated Surplus \$'000	Revaluation Reserve \$'000	Other Reserves \$'000
2022					
Balance at beginning of the financial year		1,091,638	424,647	655,286	11,705
Surplus for the year		20,533	20,533	-	-
Revaluation movement	9.1	99,102	-	99,102	-
Found Assets Adjustment directly to equity		998	998	-	-
Other Adjustment directly to equity		1,045	1,045	-	-
Transfers to other reserves	9.1	-	(3,821)	-	3,821
Transfers from other reserves	9.1	-	2,565	-	(2,565)
		<u>121,678</u>	<u>21,320</u>	<u>99,102</u>	<u>1,256</u>
Balance at end of the financial year		1,213,316	445,967	754,388	12,961

The above statement of changes in equity should be read in conjunction with the accompanying notes.

Statement of Cash Flows
For the Year Ended 30 June 2023

	Note	2023 Inflows/ (Outflows) \$'000	2022 Inflows/ (Outflows) \$'000
Cash flows from operating activities			
Rates and charges		67,048	67,630
Statutory fees and fines		1,003	1,170
User fees		7,645	8,239
Grants - operating		32,038	28,039
Grants - capital		(160)	16,234
Contributions - monetary		647	673
Interest received		3,812	473
Trust funds and deposits taken		4,018	3,482
Other receipts		1,066	2,172
Goods and Services Tax Collected		1,451	1,020
Goods and Services Tax Refunds from the Australian Tax Office		4,072	5,431
Employee costs		(32,076)	(29,416)
Materials and services		(43,380)	(40,224)
Trust funds and deposits repaid		(3,475)	(4,453)
Other payments		(913)	(2,268)
Goods and Services Tax Paid to Suppliers		(5,076)	(7,437)
Net cash provided by/(used in) operating activities		37,720	50,765
Cash flows from investing activities			
Payments for property, infrastructure, plant and equipment		(32,163)	(37,158)
Proceeds from sale of property, infrastructure, plant and equipment		1,150	1,177
Payments for investments		(191,711)	(112,789)
Proceeds from sale of investments		158,155	107,294
Net cash provided by/(used in) investing activities		(64,569)	(41,476)
Cash flows from financing activities			
Finance costs		(48)	(71)
Repayment of borrowings		(289)	(288)
Interest paid - lease liability		(8)	(2)
Repayment of lease liabilities		(406)	(402)
Net cash provided by/(used in) financing activities		(751)	(763)
Net increase (decrease) in cash and cash equivalents		(27,600)	8,526
Cash and cash equivalents at the beginning of the financial year		58,460	49,934
Cash and cash equivalents at the end of the financial year		30,860	58,460

The above statement of cash flows should be read in conjunction with the accompanying notes.

**Statement of Capital Works
For the Year Ended 30 June 2023**

	Note	2023 \$'000	2022 \$'000
Property			
Land		362	370
Land improvements		24	1,038
Total land		386	1,408
Buildings		2,241	7,050
Total buildings		2,241	7,050
Total property		2,627	8,458
Plant and equipment			
Plant, machinery and equipment		3,275	1,786
Fixtures, fittings and furniture		153	392
Computers and telecommunications		300	322
Library books		235	242
Total plant and equipment		3,963	2,742
Infrastructure			
Roads		13,411	11,915
Bridges		1,215	810
Footpaths and cycleways		6,625	4,249
Drainage		165	730
Recreational, leisure and community facilities		434	3,022
Waste management		215	498
Parks, open space and streetscapes		2,056	1,631
Aerodromes		166	318
Off street car parks		313	374
Other infrastructure		1,066	673
Total infrastructure		25,666	24,220
Total capital works expenditure		32,256	35,420
Represented by:			
Asset renewal expenditure		19,138	24,610
Asset upgrade expenditure		7,458	3,599
Asset expansion expenditure		5,428	5,652
New asset expenditure		232	1,559
Total capital works expenditure		32,256	35,420

The above statement of capital works should be read in conjunction with the accompanying notes.

Notes to the Financial Report For the Year Ended 30 June 2023

Note 1 OVERVIEW

Introduction

The Wellington Shire Council was established by an Order of the Governor in Council on 2 December 1994. The Council's main office is located at 18-20 Desailly Street, Sale, Victoria, 3850.

Statement of compliance

These financial statements are a general purpose financial report that consists of a Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows, Statement of Capital Works and Notes accompanying these financial statements. The general purpose financial report complies with the Australian Accounting Standards (AAS), other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 2020, and the Local Government (Planning and Reporting) Regulations 2020.

The Council is a not-for-profit entity and therefore applies the additional AUS paragraphs applicable to a not-for-profit entity under the Australian Accounting Standards.

Significant accounting policies

1.1 Basis of accounting

Accounting policies are selected and applied in a manner which ensures that the resulting financial information satisfies the concepts of relevance and reliability, thereby ensuring that the substance of the underlying transactions or other events is reported. Accounting policies applied are disclosed in sections where the related balance or financial statement matter is disclosed.

The accrual basis of accounting has been used in the preparation of these financial statements, except for the cash flow information, whereby assets, liabilities, equity, income and expenses are recognised in the reporting period to which they relate, regardless of when cash is received or paid.

The financial statements are based on the historical cost convention unless a different measurement basis is specifically disclosed in the notes to the financial statements.

The financial statements have been prepared on a going concern basis. The financial statements are in Australian dollars. The amounts presented in the financial statements have been rounded to the nearest thousand dollars unless otherwise specified. Minor discrepancies in tables between totals and the sum of components are due to rounding.

Judgements, estimates and assumptions are required to be made about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and associated judgements are based on professional judgement derived from historical experience and various other factors that are believed to be reasonable under the circumstances. Actual results may differ from these estimates.

Notes to the Financial Report For the Year Ended 30 June 2023

Note 1 OVERVIEW cont...

Revisions to accounting estimates are recognised in the period in which the estimate is revised and also in future periods that are affected by the revision. Judgements and assumptions made by management in the application of AAS's that have significant effects on the financial statements and estimates relate to:

- the fair value of land, buildings, infrastructure, plant and equipment (refer to Note 6.1)
- the determination of depreciation for buildings, infrastructure, plant and equipment (refer to Note 6.1)
- the determination of employee provisions (refer to Note 5.5)
- the determination of landfill provisions (refer to Note 5.5)
- the determination of whether performance obligations are sufficiently specific so as to determine whether an arrangement is within the scope of AASB 15 Revenue from Contracts with Customers or AASB 1058 Income of Not-for-Profit Entities (refer to Note 3)
- the determination, in accordance with AASB 16 Leases, of the lease term, the estimation of the discount rate when not implicit in the lease and whether an arrangement is in substance short-term or low value (refer to Note 5.8)
- whether or not AASB 1059 Service Concession Arrangements: Grantors is applicable
- other areas requiring judgements.

Unless otherwise stated, all accounting policies are consistent with those applied in the prior year. Where appropriate, comparative figures have been amended to accord with current presentation, and disclosure has been made of any material changes to comparatives.

Goods and Services Tax (GST)

Income and expenses are recognised net of the amount of associated GST. Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the taxation authority is included with other receivables or payables in the balance sheet.

1.2 Impact of COVID-19

During 2022-23 the COVID-19 pandemic continued to impact on Council's operations. Council has noted the following impacts on its financial operations:

- Additional revenue – Grant Funding to the amount of \$0.02M for the Vaccine Ambassadors Program and \$0.02M for the Rapid Antigen Test Distribution Program.
- Additional costs – Additional expenses have been required to facilitate the grant funding received for the Vaccine Ambassadors Program \$0.02M and for the Rapid Antigen Test Distribution Program \$0.02M. An additional \$0.01M was spent on the Vaccine Helper program. Additional minor expenses included increased cleaning and cleaning materials expenses.

**Notes to the Financial Report
For the Year Ended 30 June 2023**

Note 2 ANALYSIS OF OUR RESULTS**2.1 Performance against budget**

The performance against budget notes compare Council's financial plan, expressed through its annual budget, with actual performance. The Local Government (Planning and Reporting) Regulations 2020 requires explanation of any material variances. Council has adopted a materiality threshold of the lower of 10 percent or \$750,000 where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

These notes are prepared to meet the requirements of the Local Government Act 2020 and the Local Government (Planning and Reporting) Regulations 2020.

2.1.1 Income / Revenue and expenditure

	Budget 2023 \$'000	Actual 2023 \$'000	Variance \$'000	Variance %	Ref
Income / Revenue					
Rates and charges	66,480	67,133	653	1%	
Statutory fees and fines	994	1,003	9	1%	
User fees	8,020	9,106	1,086	14%	1
Grants - operating	23,319	33,526	10,207	44%	2
Grants - capital	16,983	9,131	(7,852)	(46%)	3
Contributions - monetary	478	841	363	76%	4
Contributions - non monetary	-	2,949	2,949	100%	5
Other income	3,458	7,898	4,440	128%	6
Total income / revenue	119,732	131,587	11,855	10%	
Expenses					
Employee costs	32,894	32,385	509	2%	
Materials and services	44,777	44,455	322	1%	7
Depreciation	25,273	27,391	(2,118)	(8%)	8
Amortisation - intangible assets	623	837	(214)	(34%)	9
Amortisation - right of use assets	225	410	(185)	(82%)	10
Bad and doubtful debts - allowance for impairment losses	50	62	(12)	(24%)	11
Borrowing costs	60	48	12	20%	12
Finance costs - leases	11	8	3	27%	13
Other expenses	892	2,372	(1,480)	(166%)	14
Net (gain)/loss on disposal of property, infrastructure, plant and equipment	1,431	1,334	97	7%	
Total expenses	106,236	109,302	(3,066)	(3%)	
Surplus/(deficit) for the year	13,496	22,285	8,789	65%	

**Notes to the Financial Report
For the Year Ended 30 June 2023**

Note 2 ANALYSIS OF OUR RESULTS cont...**(i) Explanation of material variations**

Variance Ref	Item	Explanation
1	User fees	Income raised from shared services with East Gippsland Shire Council for the year is higher than anticipated by \$0.6M, as the scope of services included has increased. Fees earned from environmental health and animal services registrations/permits were \$0.1M above budget, due to an increase in new registrations.
2	Grants - operating	<p>The advance receipt of 100% of Victorian Grant Commission allocation for 2023/24 of \$17.1M, was received in June 2023. A 50% advance had been budgeted. An additional grant of \$1.8M has been received for York Street (SP Ausnet) Princes Highway improvements: the works for this multi year project were completed back in 2019/20 and 2020/21.</p> <p>Other major grant funding to be received or recognised as of 30 June 2023 includes York Street Works (\$3.3M) and Great Southern Rail Trail Extension (\$1.2M). This is partly offset by the natural disaster funding received for past flood and storm events contributing to \$1.5M. Grants pending for slightly delayed community infrastructure projects such as the Stratford Recreation Reserve Social Room upgrades and Sport and Community Lighting Program are approximately (\$0.5M).</p>
3	Grants - capital	<p>Grants (capital) - Major capital grants yet to be received/claimed include:</p> <ul style="list-style-type: none"> • (\$3.2M) of LRCIP 3 funding budgeted for the Aqua Energy redevelopment has been reallocated to other brought forward capital projects which are expected to be completed by 31 December 2023. • Great Southern Rail Trail Extension (\$1.6M). Works are progressing and will be completed in December 2023. • Sale-Toongabbie Road Reconstruction program work was divided into two sections, with one section being completed in the 2022/23 financial year. The next section to be completed in the 2023/24 financial year (\$1.3M). • Sale CBD Renewal program (\$1.0M). Works completed in June 2023. • Lansdowne St and Macarthur St Roundabout project deferred due to unsuccessful grant application (\$1.0M).
4	Contributions - monetary	This is predominantly represented by external contributions received for public open space future developments, as well as sustainability energy efficiency initiatives.
5	Contributions - non monetary	Contributions - capital (non monetary) - Gifted assets recognised during the year, largely for roads \$1.4M, drainage \$0.9M and footpaths \$0.6M.
6	Other income	Interest on investments earned is above budget by \$3.2M, due to higher rates and a higher than budgeted cash balance. The non cash accounting adjustment of \$2.7M for landfill rehabilitation estimates is a result of changes to the discount rate and slightly lower CPI increases.

**Notes to the Financial Report
For the Year Ended 30 June 2023**

Note 2 ANALYSIS OF OUR RESULTS cont...

Variance Ref	Item	Explanation
7	Materials and services	<p>Underspends in contractors mainly due to delay in completion of several major projects:</p> <ul style="list-style-type: none"> • York Street Works \$1.7M, and for the work already completed in 2022/23 accrual of \$1.5M made for invoices pending.; • Great Southern Rail Trail Extension works \$1.1M are progressing and will be completed in December 2023. <p>\$0.4M - Underspends in consultant payments incurred on planning projects, aerodromes, organisational performance, and governance initiatives.</p> <p>(\$1.4M) - Expenditure associated with rehabilitation of landfills (mainly Kilmany), which were unbudgeted. To be accounted from the landfill provisions set aside for the future rehabilitation of these facilities.</p> <p>(\$0.8M) - Expenses associated with waste management authority fees (EPA landfill levy) were greater than anticipated for the year 2022/23. This was a product of higher rates, and elevated processing charges.</p> <p>(\$0.3M) - Expenditure incurred on regular/annual maintenance for roads infrastructure was higher than budgeted.</p>
8	Depreciation	<p>Overall higher than expected depreciation (non cash) mainly in roads (\$1.1M), recreation and leisure facilities (\$0.6M) and buildings (\$0.2M) offset by lower than expected depreciation for drainage \$0.2M. Depreciation has increased significantly due to the annual Capital Works program as well as the revaluation of assets in 2022 valued at \$99.1M.</p>
9	Amortisation - intangible assets	<p>Amortisation charges for landfill improvements was higher than budgeted for the year by (\$160k) due to increased work on landfill restorations.</p>
10	Amortisation - right of use assets	<p>Amortisation charges incurred for right of use (lease assets) was higher than projected due to a contract extension for waste management vehicles.</p>
11	Bad and doubtful debts	<p>Bad debts written off during 2022/23 were predominantly statutory planning and commercial facility outstanding debtors.</p>
12	Borrowing costs	<p>Loan borrowings budgeted for 2022/23 were not drawn upon.</p>
13	Finance costs -leases	<p>Interest recognised on lease payments was slightly lower than projected.</p>
14	Other expenses	<p>Other expenses represents; assets derecognised (\$1.0M) and written off (\$0.6M) during the financial year.</p>

**Notes to the Financial Report
For the Year Ended 30 June 2023**

Note 2 ANALYSIS OF OUR RESULTS cont...**2.1.2 Capital works**

	Budget 2023 \$'000	Actual 2023 \$'000	Variance \$'000	Variance %	Ref
Property					
Land	570	362	(208)	(37)	1
Land improvements	-	24	24	-	
Total land	570	386	(184)	(32)	
Buildings	6,564	2,241	(4,323)	(66)	2
Total buildings	6,564	2,241	(4,323)	(66)	
Total property	7,134	2,627	(4,507)	(63)	
Plant, machinery and equipment					
Plant, machinery and equipment	2,661	3,275	614	23	3
Fixtures, fittings and furniture	40	153	113	282	4
Computers and telecommunications	400	300	(100)	(25)	5
Library books	264	235	(29)	(11)	
Total plant and equipment	3,365	3,963	598	18	
Infrastructure					
Roads	14,776	13,411	(1,365)	(9)	6
Bridges	1,630	1,215	(415)	(25)	7
Footpaths and cycleways	8,899	6,625	(2,274)	(26)	8
Drainage	680	165	(515)	(76)	9
Recreational, leisure and community facilities	435	434	(1)	(0)	
Waste management	1,380	215	(1,165)	(84)	10
Parks, open space and streetscapes	1,680	2,056	376	22	11
Aerodromes	365	166	(199)	(55)	12
Off street car parks	300	313	13	4	
Other infrastructure	2,415	1,066	(1,349)	(56)	13
Total infrastructure	32,560	25,666	(6,894)	(21)	
Total capital works expenditure	43,059	32,256	(10,803)	(25)	
Represented by:					
New asset expenditure	30	232	202	673	
Asset renewal expenditure	20,281	19,138	(1,143)	(6)	
Asset expansion expenditure	9,719	5,428	(4,291)	(44)	
Asset upgrade expenditure	13,029	7,458	(5,571)	(43)	
Total capital works expenditure	43,059	32,256	(10,803)	(25)	

The above Statement of Capital Works should be read in conjunction with the accompanying notes.
The Statement of Capital Works includes work in progress and excludes intangibles.

**Notes to the Financial Report
For the Year Ended 30 June 2023**

Note 2 ANALYSIS OF OUR RESULTS cont...**(i) Explanation of material variations**

Variance Ref	Item	Explanation
1	Land	Delays in negotiations for the purchase of the land for Maffra Drainage Strategy Purchase (\$250k), Department of Education Land (\$10k) and Former Police Station (\$10k). This was offset by Aqua Energy Land Redevelopment purchase \$45k.
2	Buildings	The Aqua Energy Redevelopment project (\$4.3M) was postponed waiting for more favourable market conditions and was retendered in June 2023.
3	Plant, machinery and equipment	\$1.3M in new plant purchased for the Kilmany Resource Transfer Station being carried forward from the 2021/22 financial year. This was offset by delays in Fleet purchases due to supply issues.
4	Fixtures, fittings and furniture	Additional art work \$85k purchased after donations were received. Commercial properties purchased unbudgeted furniture and fittings \$27k.
5	Computers and telecommunications	Road Maintenance Services ICT has continued with additional testing before completing the project and rollout in 2023/24 financial year (\$100k). Data Centre Equipment Renewal was completed with savings (\$8k).
6	Roads	Lansdowne Street and Macarthur Street Roundabout project was deferred due to being unsuccessful in receiving grant funding (\$1M). Sale - Toongabbie Road Reconstruction (\$650k) works were delayed due to poor site conditions and will be completed in the 2023/24 financial year. Jamieson - Licola Slip (\$600k) works commenced in June and are on schedule for completion by October 2023. This was offset by Natural Disaster claim works on the Jamieson Licola Road \$1.5M.
7	Bridges	Delta Bridge Strengthening - Briagolong did not receive additional government funding (\$300k). Target Creek Road Culvert contract has been awarded with works to be completed in the 2023/24 financial year (\$200k). This was offset by the following 2021/22 projects which were completed in the 2022/23 financial year, Major Culvert Renewals \$101k and Swing Bridge - Downstream drive unit repairs \$96k.
8	Footpaths and cycleways	Initial works on the multi-year Great Southern Rail Trail (\$3.9M) were delayed while permits and vegetation offsets were obtained with works progressing well and expected to be completed in December 2023.
9	Drainage	Grant funding was successful for the Sale - North East Drainage Development (\$500k) with works expected to be undertaken in 2024 across the two financial years. Drainage minor Capital works (\$100k) will be completed in June 2024
10	Waste Management	The Kilmany Landfill Lechate Pond Evaporation (\$500k) project is on hold while awaiting approval of the design as is the Flare Installation (\$300k). Maffra Resource Recovery Facility is on hold awaiting the finalisation of the purchase of additional land (\$500k). These have been partially offset by Heyfield Recycling Facility \$97k, Kilmany Landfill boundary fence \$34k and minor unbudgeted waste purchases \$26k.
11	Parks, open space and streetscapes	Hobsons Road Reserve Longford was completed with savings of (\$103k). The Contract for the Alberton to Port Albert Trail works came in over budget by \$282k. The 2021/22 works on the Shelter and BBQ renewal program; \$43k; were completed in 2022/23 financial year. Additional unbudgeted funds were spent on the Sale Botanic Gardens \$36k, Stratford Youth Precinct \$35k, and Seaspray Pump track \$19k.
12	Aerodromes	Yarram Aerodrome Landside Facilities project was delayed due to scoping issues (\$180k) and the Yarram Aerodrome Eastern Hangar Development is on hold pending confirmation of intending lessees (\$80k).
13	Other infrastructure	Port of Sale Mooring Access Project was on hold confirming scope and will be completed by December 2023 (\$1.3M).

**Notes to the Financial Report
For the Year Ended 30 June 2023**

Note 2 ANALYSIS OF OUR RESULTS cont...**2.2 Analysis of Council results by program**

Council delivers its functions and activities through the following programs.

2.2.1**Built & Natural Environment**

Built & Natural Environment division promotes, plans and implements a range of strategies that make a significant contribution to the responsible care and sustainable management of our municipality's diverse natural environment and built environment. Services delivered by this division include Capital Works, Asset Management, Infrastructure Development, Road Planning and Maintenance, Built Environment Facilities, Parks Services, Open Space Planning and Waste & Sustainability.

Chief Executive Officer

CEO Office ensures leadership and engagement with our community to ensure our residents feel engaged and informed by Council through services including Media and Communications.

Community and Culture

Community and Culture division promotes, supports and advocates for the social and cultural wellbeing of our community by providing essential and innovative amenities, services and facilities through the creation of beneficial partnerships with key stakeholders. The division is comprised of service areas including Social Planning & Policy, Community Engagement, Youth Services, Rural Access, Emergency Management, Community Facilities Planning and Community Committees. This division also manages our Art Gallery, Library Services, 'The Wedge' Entertainment Centre and Leisure Services which includes our pools and Gippsland Regional Sporting Complex in Sale.

Corporate Services

Corporate Services division provides support services across council to enable the delivery of council's vision and strategic objectives. The provision of these services includes Human Resources, Occupational Health & Safety, Risk Management, Corporate Planning, Accounting & Payroll, Rates & Valuations, Fleet, Procurement, Records Management, Information Technology and Business Systems. This division also ensures legislative compliance by conducting our affairs openly and with integrity, reflecting the highest level of good management and governance.

Development

Development division supports sustainable growth and development in appropriate locations supported by levels of infrastructure in keeping with the needs of the community while retaining the amenity valued by the community. This includes services such as Strategic Planning, Statutory Planning, Economic Development, Tourism and Visitor Economy. The division is responsible for managing a number of customer focussed, responsive services such as Local Laws, Environmental Health, Municipal Building Services and Customer Service. It also manages a range of commercial property portfolios including the Gippsland Regional Livestock Exchange.

2.2.2 Summary of income / revenue, expenses, assets and capital expenses by program

	Income / Revenue	Expenses	Surplus / (Deficit)	Grants included in income / revenue	Total assets
	\$'000	\$'000	\$'000	\$'000	\$'000
2023					
Built & Natural Environment	39,043	71,440	(32,397)	24,559	1,324,225
Chief Executive Officer	3	1,543	(1,540)	-	-
Community and Culture	5,897	15,470	(9,573)	2,719	13,014
Corporate Services	81,767	11,644	70,123	14,249	152,282
Development	4,877	9,205	(4,328)	1,130	-
	131,587	109,302	22,285	42,657	1,489,521

	Income / Revenue	Expenses	Surplus / (Deficit)	Grants included in income / revenue	Total assets
	\$'000	\$'000	\$'000	\$'000	\$'000
2022					
Built & Natural Environment	34,779	68,152	(33,373)	18,007	1,116,473
Chief Executive Officer	(3)	1,474	(1,477)	(3)	-
Community and Culture	5,060	13,068	(8,008)	4,531	12,862
Corporate Services	72,701	10,152	62,549	12,572	144,070
Development	11,154	10,312	842	3,354	-
	123,691	103,158	20,533	38,461	1,273,405

**Notes to the Financial Report
For the Year Ended 30 June 2023**

Note 3 FUNDING FOR THE DELIVERY OF OUR SERVICES **2023** **2022**
3.1 Rates and charges **\$'000** **\$'000**

Council uses Capital Improved Value (CIV) as the basis of valuation of all properties within the municipal district. The CIV of a property is its total land and improvements value.

The valuation base used to calculate general rates for 2022/23 was \$16,250 million (2021/22 \$12,370 million).

General rates	58,791	57,832
Waste management charge	5,270	4,915
Service rates and charges	2,090	1,605
Supplementary rates and rate adjustments	432	355
Interest on rates and charges	325	385
Special rates and charges	225	1,053
Total rates and charges	<u>67,133</u>	<u>66,145</u>

The date of the latest general revaluation of land for rating purposes within the municipal district was 1 January 2023, and the valuation will be first applied in the rating year commencing 1 July 2023.

Annual rates and charges are recognised as revenue when Council issues annual rates notices. Supplementary rates are recognised when a valuation and reassessment is completed and a supplementary rates notice issued.

3.2 Statutory fees and fines

Town planning fees	594	694
Land information certificates	175	223
Permits	167	179
Infringements and costs	67	74
Total statutory fees and fines	<u>1,003</u>	<u>1,170</u>

Statutory fees and fines (including parking fees and fines) are recognised as revenue when the service has been provided, the payment is received, or when the penalty has been applied, whichever first occurs.

3.3 User fees

Waste management services	3,119	3,398
Leisure centre and recreation	2,253	1,609
Other fees and charges	1,774	1,651
Registration and other permits	1,048	875
Entertainment centre	392	307
Saleyards	372	384
Emergency management works	89	45
Animal services	59	62
Total user fees	<u>9,106</u>	<u>8,331</u>

User fees by timing of revenue recognition

User fees recognised at a point in time	9,106	8,331
Total user fees	<u>9,106</u>	<u>8,331</u>

User fees are recognised as revenue at a point in time, or over time, when (or as) the performance obligation is satisfied. Recognition is based on the underlying contractual terms.

Notes to the Financial Report
For the Year Ended 30 June 2023

Note 3 FUNDING FOR THE DELIVERY OF OUR SERVICES cont...

	2023 \$'000	2022 \$'000
3.4 Funding from other levels of government		
Grants were received in respect of the following :		
Summary of grants		
Commonwealth funded grants	33,680	28,690
State funded grants	8,977	9,771
Total grants received	42,657	38,461
(a) Operating Grants		
Recurrent - Commonwealth Government		
Financial Assistance Grants	21,703	18,858
Recurrent - State Government		
Libraries	354	350
Rural Access and Transport connection	265	168
Cultural Services	259	299
Municipal emergency	228	130
School crossing supervisors	155	129
Parks and Environmental services	116	113
Environmental health	110	131
Community support programs	55	31
Other	40	10
Fire Service Property Levy	-	63
Total recurrent operating grants	23,285	20,282
Non-recurrent - Commonwealth Government		
Parks and Environmental services	3,266	138
Environmental planning	1,784	-
Street Lights	549	1,106
Community and Recreation facilities upgrade	357	60
Municipal Emergency	122	-
Economic Development and Tourism	7	10
Non-recurrent - State Government		
Natural disaster funding	2,214	482
Economic Development and Tourism	641	874
Community and Recreation facilities upgrade	450	278
Parks and Environmental services	337	2,316
Community support programs	183	129
Other	166	34
Wellington Coastal Subdivision Strategy	115	262
Vegetation Management	50	140
Street Lights	-	1,098
Cultural Services	-	6
Municipal emergency	-	(3)
Total non-recurrent operating grants	10,241	6,930
Total operating grants	33,526	27,212

Notes to the Financial Report
For the Year Ended 30 June 2023

Note 3 FUNDING FOR THE DELIVERY OF OUR SERVICES cont...

	2023	2022
	\$'000	\$'000
(b) Capital Grants		
Recurrent - Commonwealth Government		
Roads to recovery	498	3,414
Total recurrent capital grants	498	3,414
Non-recurrent - Commonwealth Government		
Footpaths and cycleways	2,513	1,954
Roads	1,266	924
Parks, open space and streetscapes	240	598
Buildings	676	627
Plant, Machinery, and Equipment	90	-
Recreation and leisure community facilities	42	1,155
Bridges	452	-
Aerodrome	115	128
Non-recurrent - State Government		
Footpaths and cycleways	1,950	378
Other Infrastructure	700	412
Drainage	299	-
Buildings	209	835
Waste management	47	188
Roads	25	353
Library books	9	9
Recreation and leisure facilities	-	199
Parks, open space and streetscapes	-	75
Total non-recurrent capital grants	8,633	7,835
Total capital grants	9,131	11,249

(c) Recognition of grant income

Before recognising funding from government grants as revenue the Council assesses whether there is a contract that is enforceable and has sufficiently specific performance obligations in accordance with AASB 15 *Revenue from Contracts with Customers*. When both these conditions are satisfied, the Council:

- identifies each performance obligation relating to revenue under the contract/agreement
- determines the transaction price
- recognises a contract liability for its obligations under the agreement
- recognises revenue as it satisfies its performance obligations, at the time or over time when services are rendered.

Where the contract is not enforceable and/or does not have sufficiently specific performance obligations, the Council applies AASB 1058 *Income of Not-for-Profit Entities*.

Grant revenue with sufficiently specific performance obligations is recognised over time as the performance obligations specified in the underlying agreement are met. Where performance obligations are not sufficiently specific, grants are recognised on the earlier of receipt or when an unconditional right to receipt has been established. Grants relating to capital projects are generally recognised progressively as the capital project is completed. The following table provides a summary of the accounting framework under which grants are recognised.

Income recognised under AASB 1058 Income of Not-for-Profit Entities		
General purpose	21,703	18,859
Specific purpose grants to acquire non-financial assets	9,131	11,249
Other specific purpose grants	354	350
Revenue recognised under AASB 15 Revenue from Contracts with Customers		
Specific purpose grants	11,469	8,004
	42,657	38,462

**Notes to the Financial Report
For the Year Ended 30 June 2023**

Note 3 FUNDING FOR THE DELIVERY OF OUR SERVICES cont...

	2023 \$'000	2022 \$'000
(d) Unspent grants received on condition that they be spent in a specific manner		
Operating		
Balance at start of year	4,199	3,714
Received during the financial year and remained unspent at balance date	1,444	2,546
Received in prior years and spent during the financial year	<u>(1,911)</u>	<u>(2,061)</u>
Balance at year end	<u>3,732</u>	<u>4,199</u>
Capital		
Balance at start of year	15,508	17,682
Received during the financial year and remained unspent at balance date	413	5,133
Received in prior years and spent during the financial year	<u>(9,996)</u>	<u>(7,307)</u>
Balance at year end	<u>5,925</u>	<u>15,508</u>

Unspent grants are determined and disclosed on a cash basis.

3.5 Contributions

Monetary	841	1,811
Non-monetary	<u>2,949</u>	<u>4,857</u>
Total contributions	<u>3,790</u>	<u>6,668</u>

Contributions of non monetary assets were received in relation to the following asset classes.

Infrastructure	2,868	4,287
Property	<u>81</u>	<u>570</u>
Total non-monetary contributions	<u>2,949</u>	<u>4,857</u>

Monetary and non monetary contributions are recognised as revenue at their fair value when Council obtains control over the contributed asset.

3.6 Other income

Interest on investments	3,812	473
Changes to net present value due to interest rate movements	2,721	-
Other rent	569	778
Volunteer Income	255	271
Donations	170	940
Recognition of assets	146	14
Insurance	33	165
Miscellaneous income	25	8
Interest on debtors	14	10
Bad and doubtful debts recovered	<u>153</u>	<u>257</u>
Total other income	<u>7,898</u>	<u>2,916</u>

Interest is recognised as it is earned.

Other income is measured at the fair value of the consideration received or receivable and is recognised when Council gains control over the right to receive the income.

**Notes to the Financial Report
For the Year Ended 30 June 2023**

Note 4 THE COST OF DELIVERING SERVICES	2023	2022
	\$'000	\$'000
4.1 (a) Employee costs		
Wages and salaries	25,745	23,288
Superannuation	3,010	2,608
Casual staff	2,632	2,263
Other	525	415
WorkCover	237	246
Fringe benefits tax	236	178
Total employee costs	32,385	28,998

(b) Superannuation

Council made contributions to the following funds:

Defined benefit fund

Employer contributions to Local Authorities Superannuation Fund (Vision Super)	123	127
	123	127

Accumulation funds

Employer contributions to Local Authorities Superannuation Fund (Vision Super)	1,415	1,518
Employer contributions to Australian Super	281	233
Employer contributions to REST Superannuation	147	130
Employer contributions to Cbus	132	116
Employer contributions to Aware-Vicsuper Scheme	103	82
Employer contributions - other funds	896	799
	2,974	2,878

Contributions made exclude amounts accrued at balance date. Refer to note 9.3 for further information relating to Council's superannuation obligations.

4.2 Materials and services

Contractors	13,580	14,399
Infrastructure & parks maintenance	9,348	8,823
Materials	6,488	4,803
Waste management services	3,614	4,741
Contributions	2,823	3,019
Utility payments	2,567	2,246
Insurances	1,597	1,518
Environmental Authority fees	2,228	1,447
Building maintenance	1,395	1,180
Consultants	815	1,179
Total materials and services	44,455	43,355

Expenses are recognised as they are incurred and reported in the financial year to which they relate.

4.3 Depreciation

Infrastructure	19,410	17,756
Property	5,723	5,440
Plant and equipment	2,258	2,065
Total depreciation	27,391	25,261

Refer to note 5.2(c), 5.8 and 6.1 for a more detailed breakdown of depreciation and amortisation charges and accounting policy.

4.4 Amortisation - Intangible assets

Software	128	93
Water Rights	4	4
Landfill Airspace	705	823
Total Amortisation - Intangible assets	837	920

**Notes to the Financial Report
For the Year Ended 30 June 2023**

Note 4 THE COST OF DELIVERING SERVICES cont...

	2023	2022
	\$'000	\$'000
4.5 Amortisation - Right of use assets		
Vehicles	360	350
Information Technology Equipment	50	47
Total Amortisation - Right of use assets	410	397
4.6 Bad and doubtful debts - allowance for impairment losses		
Rates debtors	10	19
Other debtors	52	6
Total bad and doubtful debts - allowance for impairment losses	62	25
Movement in allowance for impairment losses in respect of debtors		
Balance at the beginning of the year	1,107	1,548
New provisions recognised during the year	-	(6)
Amounts already provided for and written off as uncollectible	(4)	-
Amounts provided for but recovered during the year	(153)	(435)
Balance at end of year	950	1,107
An allowance for impairment losses in respect of debtors is recognised based on an expected credit loss model. This model considers both historic and forward looking information in determining the level of impairment.		
4.7 Borrowing costs		
Interest - Borrowings	48	71
Total borrowing costs	48	71
Borrowing costs are recognised as an expense in the period in which they are incurred, except where they are capitalised as part of a qualifying asset constructed by Council.		
4.8 Finance Costs - Leases		
Interest - Lease Liabilities	8	2
Total finance costs	8	2
4.9 Other expenses		
Unused grant funding	11	1,119
Derecognition of assets	1,043	573
Work in progress assets written off	611	365
Councillors' allowances	364	358
Volunteer Expenses	255	271
Auditors' remuneration - VAGO - audit of the financial statements, performance statement and grant acquittals	58	69
Auditors' remuneration - Internal	30	42
Donations and Gifts	-	7
Rate Relief payments	1	1
Operating lease rentals	(1)	(2)
Changes to net present value due to interest rate movements	-	108
Total other expenses	2,372	2,911
4.10 Net loss on disposal of property, infrastructure, plant and equipment		
Proceeds of sale	(1,150)	(1,177)
Written down value of assets disposed/replaced	2,484	2,395
Total net loss on disposal of property, infrastructure, plant and equipment	1,334	1,218

**Notes to the Financial Report
For the Year Ended 30 June 2023**

Note 5 OUR FINANCIAL POSITION	2023	2022
5.1 Financial assets	\$'000	\$'000
(a) Cash and cash equivalents		
Cash on hand	6	6
Cash at bank	1,113	10,068
Term deposits	29,741	48,386
Total cash and cash equivalents	<u>30,860</u>	<u>58,460</u>
(b) Other financial assets		
Current		
Term deposits - current	105,976	72,420
Total other financial assets	<u>105,976</u>	<u>72,420</u>
Total financial assets	<u>136,836</u>	<u>130,880</u>

Cash and cash equivalents include cash on hand, deposits at call, and other highly liquid investments with original maturities of three months or less, net of outstanding bank overdrafts.

Other financial assets are valued at fair value, at balance date. Term deposits are measured at original cost. Any unrealised gains and losses on holdings at balance date are recognised as either a revenue or expense.

Other financial assets include term deposits and those with original maturity dates of three to 12 months are classified as current, whilst term deposits with maturity dates greater than 12 months are classified as non-current.

Notes to the Financial Report
For the Year Ended 30 June 2023

Note 5 OUR FINANCIAL POSITION cont...

	2023	2022
	\$'000	\$'000
(c) Trade and other receivables		
Current		
<i>Statutory receivables</i>		
Rates debtors	3,573	3,400
Special rate assessment	281	73
Infringement debtors	76	69
Net GST receivable	841	1,288
<i>Non statutory receivables</i>		
Government grants	1,163	142
Other debtors	3,408	1,544
Provision for doubtful debts - other debtors	(2)	(6)
Waste management	297	992
Total current trade and other receivables	<u>9,637</u>	<u>7,502</u>
Non-current		
<i>Statutory receivables</i>		
Rates debtors	2,767	2,454
Provision for doubtful debts	(942)	(1,095)
Special rate scheme	941	1,352
Provision for doubtful debts - special charge scheme	(2)	(2)
Infringements and fire hazards	93	72
Provision for doubtful debts - infringements	(4)	(4)
Total non-current trade and other receivables	<u>2,853</u>	<u>2,777</u>
Total trade and other receivables	<u>12,490</u>	<u>10,279</u>

Short term receivables are carried at invoice amount. A provision for doubtful debts is recognised when there is objective evidence that an impairment has occurred. Long term receivables are carried at amortised cost using the effective interest rate method.

(d) Ageing of Receivables

The ageing of the Council's trade and other receivables (excluding statutory receivables) that are not impaired was:

Current (not yet due)	4,102	1,915
Past due by up to 30 days	285	77
Past due between 31 and 180 days	118	454
Past due between 181 and 365 days	13	46
Past due by more than 1 year	350	186
Total trade and other receivables	<u>4,868</u>	<u>2,678</u>

(e) Ageing of individually impaired Receivables

At balance date, other debtors representing financial assets with a nominal value of Nil (2022: Nil) were impaired.

Notes to the Financial Report
For the Year Ended 30 June 2023

Note 5 OUR FINANCIAL POSITION cont...

5.2 Non-financial assets	2023	2022		
	\$'000	\$'000		
Intangible assets				
Water right	3	7		
Software	405	455		
Landfill air space	1,746	2,451		
Total intangible assets	2,154	2,913		
	Water right	Software	Landfill air space	Total
	\$'000	\$'000	\$'000	\$'000
Gross carrying amount				
Balance at 1 July 2022	35	761	7,498	8,294
Other additions	-	78	-	78
Balance at 30 June 2023	35	839	7,498	8,372
Accumulated amortisation and impairment				
Balance at 1 July 2022	28	306	5,047	5,381
Amortisation expense	4	128	705	837
Balance at 30 June 2023	32	434	5,752	6,218
Net book value at 30 June 2022	7	455	2,451	2,913
Net book value at 30 June 2023	3	405	1,746	2,154

Intangible assets with finite lives are amortised as an expense on a systematic basis over the asset's useful life. Amortisation is generally calculated on a straight line basis, at a rate that allocates the asset value, less any estimated residual value over its estimated useful life. Estimates of the remaining useful lives and amortisation method are reviewed at least annually, and adjustments made where appropriate.

5.3 Payables, trust funds and deposits and unearned income/revenue	2023	2022		
	\$'000	\$'000		
(a) Trade and other payables				
Current				
<i>Non-statutory payables</i>				
Trade payables	9,075	8,142		
Accrued expenses	715	556		
Total current trade and other payables	9,790	8,698		

Notes to the Financial Report
For the Year Ended 30 June 2023

Note 5 OUR FINANCIAL POSITION cont...	2023	2022
	\$'000	\$'000
(b) Trust funds and deposits		
Current		
Overpaid rates	1,450	1,460
Refundable deposits	1,022	634
Fire services levy	441	465
Retention amounts	944	710
Other trust funds and deposits	167	213
Total current trust funds and deposits	4,024	3,482

(c) Unearned income/revenue

Current		
Grants received in advance - operating	3,732	4,199
Grants received in advance - capital	5,925	15,508
Other	380	88
Total current unearned income/revenue	10,037	19,795

Unearned income/revenue represents contract liabilities, and reflects consideration received in advance from customers in respect of capital and operating projects. Unearned income/revenue are derecognised and recorded as revenue when promised goods and services are transferred to the customer. Refer to Note 3.

Amounts received as deposits and retention amounts controlled by Council are recognised as trust funds until they are returned, transferred in accordance with the purpose of the receipt, or forfeited. Trust funds that are forfeited, resulting in council gaining control of the funds, are to be recognised as revenue at the time of forfeit.

Purpose and nature of items

Overpaid Rates - Overpaid rates received from ratepayers which are offset when the financial year's rates are raised.

Refundable deposits - Deposits are taken by Council as a form of surety in a number of circumstances, including in relation to building works, tender deposits, contract deposits and the use of civic facilities.

Fire Services Levy - Council is the collection agent for fire services levy on behalf of the State Government. Council remits amounts received on a quarterly basis. Amounts disclosed here will be remitted to the state government in line with that process.

Retention Amounts - Council has a contractual right to retain certain amounts until a contractor has met certain requirements or a related warrant or defect period has elapsed. Subject to the satisfactory completion of the contractual obligations, or the elapsing of time, these amounts will be paid to the relevant contractor in line with Council's contractual obligations.

Other Trust funds and deposits - Council holds in trust ticket sales for shows performed by third parties at 'The Wedge' Entertainment Centre which are on forwarded to performer on completion of the show.

5.4 Interest-bearing liabilities	2023	2022
	\$'000	\$'000
Current		
Other borrowings - secured	289	289
Total current interest-bearing liabilities	289	289
Non-current		
Other borrowings - secured	160	449
Total non-current interest-bearing liabilities	160	449
Total	449	738

Borrowings are secured by (insert security details)

(a) The maturity profile for Council's borrowings is:

Not later than one year	289	289
Later than one year and not later than five years	160	449
Later than five years	-	-

Borrowings are initially measured at fair value, being the cost of the interest bearing liabilities, net of transaction costs. The measurement basis subsequent to initial recognition depends on whether the Council has categorised its interest-bearing liabilities as either financial liabilities designated at fair value through the profit and loss, or financial liabilities at amortised cost. Any difference between the initial recognised amount and the redemption value is recognised in net result over the period of the borrowing using the effective interest method.

The classification depends on the nature and purpose of the interest bearing liabilities. The Council determines the classification of its interest bearing liabilities at initial recognition.

Notes to the Financial Report
For the Year Ended 30 June 2023

Note 5 OUR FINANCIAL POSITION cont...**5.5 Provisions**

	Employee	Landfill restoration	Total
	\$ '000	\$ '000	\$ '000
2023			
Balance at beginning of the financial year	7,147	20,111	27,258
Additional provisions	3,427	-	3,427
Amounts used	(2,923)	(753)	(3,676)
Change in the discounted amount arising because of time and the effect of any change in the discount rate	(354)	(1,828)	(2,182)
Balance at the end of the financial year	7,297	17,530	24,827
<i>Provisions - current</i>	7,031	84	7,115
<i>Provisions - non-current</i>	266	17,446	17,712
2022			
Balance at beginning of the financial year	7,545	17,821	25,366
Additional provisions	2,714	2,644	5,358
Amounts used	(2,804)	(1,727)	(4,531)
Change in the discounted amount arising because of time and the effect of any change in the discount rate	(308)	1,373	1,065
Balance at the end of the financial year	7,147	20,111	27,258
<i>Provisions - current</i>	6,857	3,635	10,492
<i>Provisions - non-current</i>	290	16,476	16,766
	2023	2022	
	\$'000	\$'000	
(a) Employee provisions			
Current provisions expected to be wholly settled within 12 months			
Annual leave	1,893	1,763	
Long service leave	462	462	
	2,355	2,225	
Current provisions expected to be wholly settled after 12 months			
Annual leave	739	888	
Long service leave	3,937	3,744	
	4,676	4,632	
Total current employee provisions	7,031	6,857	
Non-current			
Long service leave	265	289	
Sick leave	1	1	
Total non-current employee provisions	266	290	
Aggregate carrying amount of employee provisions:			
Current	7,031	6,857	
Non-current	266	290	
Total aggregate carrying amount of employee provisions	7,297	7,147	

Notes to the Financial Report For the Year Ended 30 June 2023

Note 5 OUR FINANCIAL POSITION cont...

The calculation of employee costs and benefits includes all relevant on-costs and are calculated as follows at reporting date.

Annual leave

A liability for annual leave is recognised in the provision for employee benefits as a current liability because the Council does not have an unconditional right to defer settlement of the liability. Liabilities for annual leave are measured at:

- nominal value if the Council expects to wholly settle the liability within 12 months
- present value if the Council does not expect to wholly settle within 12 months.

Liabilities that are not expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits as current liabilities, measured at the present value of the amounts expected to be paid when the liabilities are settled using the remuneration rate expected to apply at the time of settlement.

Long service leave

Liability for long service leave (LSL) is recognised in the provision for employee benefits. Unconditional LSL is disclosed as a current liability as the Council does not have an unconditional right to defer settlement. Unconditional LSL is measured at nominal value if expected to be settled within 12 months or at present value if not expected to be settled within 12 months. Conditional LSL that has been accrued, where an employee is yet to reach a qualifying term of employment, is disclosed as a non-current liability and measured at present value.

Key assumptions:

- | | | |
|-----------------|-------|--------|
| - discount rate | 4.06% | 3.693% |
| - index rate | 2.25% | 2.500% |

	2023 \$'000	2022 \$'000
(b) Landfill restoration		
Current	84	3,635
Non-current	17,446	16,476
	17,530	20,111

Council is obligated to restore Kilmany, Longford, Maffra, Rosedale, Stratford and Yarram sites to a particular standard. The forecast life of the site is based on current estimates of remaining capacity and the forecast rate of infill. The provision for landfill restoration has been calculated based on the present value of the expected cost of works to be undertaken. The expected cost of works has been estimated based on current understanding of work required to reinstate the site to a suitable standard. Accordingly, the estimation of the provision required is dependent on the accuracy of the forecast timing of the work, work required and related costs.

Council reviews the landfill restoration provision on an annual basis, including the key assumptions listed below.

Key assumptions:

- | | | |
|----------------------------------|----------------|----------------|
| - discount rate | 3.990% | 3.693% |
| - index rate (2022/23) | 6.00% | 6.100% |
| - index rate (2023/24 onwards) | 3.00% | 3.000% |
| - settlement rate | 10 Years | 10 years |
| - estimates cost to rehabilitate | \$18.3 million | \$20.3 million |

5.6 Financing arrangements

The Council has the following funding arrangements in place as at 30 June 2023

Bank overdraft	200	200
Credit card facilities	130	130
Other facilities	449	738
Total facilities	779	1,068
Used facilities	449	738
Unused facilities	330	330

Notes to the Financial Report
For the Year Ended 30 June 2023

Note 5 OUR FINANCIAL POSITION cont...**5.7 Commitments**

The Council has entered into the following commitments. Commitments are not recognised in the Balance Sheet. Commitments are disclosed at their nominal value and presented inclusive of the GST payable.

(a) Commitments for expenditure

2023	Not later than	Later than 1	Later than 2	Later than 5	Total
	1 year	year and not	years and not		
		later than 2	later than 5	years	
		years	years		
	\$'000	\$'000	\$'000	\$'000	\$'000
Operating					
Waste management	839	626	1,993	704	4,162
Health Services	355	-	-	-	355
Animal pound and shelter service	398	413	863	-	1,674
Litter bins	361	-	-	-	361
Software maintenance	435	-	-	-	435
Recreational leisure and community facilities	1,522	-	-	-	1,522
Footpaths & Cycleways	530	-	-	-	530
Total	4,440	1,039	2,856	704	9,039
Capital					
Buildings	751	-	-	-	751
Plant, Machinery & Equipment	2,039	-	-	-	2,039
Bridges	192	-	-	-	192
Footpaths & Cycleways	3,275	-	-	-	3,275
Roads	3,701	-	-	-	3,701
Other	1,632	-	-	-	1,632
Drainage	196	-	-	-	196
Land	371	-	-	-	371
Total	12,157	-	-	-	12,157
2022					
	\$'000	\$'000	\$'000	\$'000	\$'000
Operating					
Waste management	4,692	-	-	-	4,692
Health Services	710	722	734	-	2,166
Animal pound and shelter service	373	380	1,182	-	1,935
Litter bins	353	361	-	-	714
Software maintenance	366	-	-	-	366
L to P project	251	-	-	-	251
Total	6,745	1,463	1,916	-	10,124
Capital					
Footpaths and cycleways	2,618	-	-	-	2,618
Plant, Machinery & Equipment	1,766	-	-	-	1,766
Bridges	929	-	-	-	929
Buildings	713	-	-	-	713
Roads	486	-	-	-	486
Off Street Car Parking	123	-	-	-	123
Recreational leisure and community facilities	109	-	-	-	109
Aerodrome	106	-	-	-	106
Waste Management	89	-	-	-	89
Total	6,939	-	-	-	6,939

Notes to the Financial Report
For the Year Ended 30 June 2023

Note 5 OUR FINANCIAL POSITION cont...**5.8 Leases**

At inception of a contract, Council assesses whether a contract is, or contains, a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. To identify whether a contract conveys the right to control the use of an identified asset, it is necessary to assess whether:

- The contract involves the use of an identified asset;
- Council has the right to obtain substantially all of the economic benefits from use of the asset throughout the period of use; and
- Council has the right to direct the use of the asset.

This policy is applied to contracts entered into, or changed, on or after 1 July 2019.

As a lessee, Council recognises a right-of-use asset and a lease liability at the lease commencement date. The right-of-use asset is initially measured at cost which comprises the initial amount of the lease liability adjusted for:

- any lease payments made at or before the commencement date less any lease incentives received; plus
- any initial direct costs incurred; and
- an estimate of costs to dismantle and remove the underlying asset or to restore the underlying asset or the site on which it is located.

The right-of-use asset is subsequently depreciated using the straight-line method from the commencement date to the earlier of the end of the useful life of the right-of-use asset or the end of the lease term. The estimated useful lives of right-of-use assets are determined on the same basis as those of property, plant and equipment. In addition, the right-of-use asset is periodically reduced by impairment losses, if any, and adjusted for certain measurements of the lease liability.

The lease liability is initially measured at the present value of the lease payments that are not paid at the commencement date, discounted using the interest rate implicit in the lease or, if that rate cannot be readily determined, an appropriate incremental borrowing rate. Generally, Council uses an appropriate incremental borrowing rate as the discount rate.

Lease payments included in the measurement of the lease liability comprise the following:

- Fixed payments
- Variable lease payments that depend on an index or a rate, initially measured using the index or rate as at the commencement date;
- Amounts expected to be payable under a residual value guarantee; and
- The exercise price under a purchase option that Council is reasonably certain to exercise, lease payments in an optional renewal period if Council is reasonably certain to exercise an extension option, and penalties for early termination of a lease unless Council is reasonably certain not to terminate early.

When the lease liability is remeasured in this way, a corresponding adjustment is made to the carrying amount of the right-of-use asset, or is recorded in profit or loss if the carrying amount of the right-of-use asset has been reduced to zero.

Under AASB 16 Leases, Council as a not-for-profit entity has elected not to measure right-of-use assets at initial recognition at fair value in respect of leases that have significantly below-market terms.

Right-of-Use Assets	Vehicles \$'000	Other, etc. \$'000	Total \$'000
Balance at 1 July 2022	-	107	107
Additions	350	66	416
Amortisation charge	(350)	(116)	(466)
Balance at 30 June 2023	<u>-</u>	<u>57</u>	<u>57</u>

Lease Liabilities	2023 \$'000	2022 \$'000
Maturity analysis - contractual undiscounted cash flows		
Less than one year	42	48
One to five years	29	135
More than five years	-	-
Total undiscounted lease liabilities as at 30 June:	<u>71</u>	<u>183</u>

Lease liabilities included in the Balance Sheet at 30 June:

Current	42	48
Non-current	29	70
Total lease liabilities	<u>71</u>	<u>118</u>

Short-term and low value leases

Council has elected not to recognise right-of-use assets and lease liabilities for short-term leases of machinery that have a lease term of 12 months or less and leases of low-value assets (individual assets worth less than existing capitalisation thresholds for a like asset up to a maximum of AUD\$10,000), including IT equipment. Council recognises the lease payments associated with these leases as an expense on a straight-line basis over the lease term.

Notes to the Financial Report
For the Year Ended 30 June 2023

Note 6 ASSETS WE MANAGE

6.1 PROPERTY, INFRASTRUCTURE, PLANT AND EQUIPMENT

Summary of property, infrastructure, plant and equipment

	Carrying amount 30 June 2022 \$'000	Additions \$'000	Recognised \$'000	Found Assets \$'000	Contributions \$'000	Revaluation \$'000	Depreciation \$'000	Disposal \$'000	Derecognise	Write-off \$'000	Transfers \$'000	Carrying amount 30 June 2023 \$'000
Property	263,657	1,909	-	-	81	110,020	(5,723)	(274)	(5)	-	2,449	372,114
Plant and equipment	21,787	3,954	-	-	-	-	(2,258)	(214)	(7)	-	16	23,278
Infrastructure	832,390	19,619	146	354	2,868	93,992	(19,410)	(1,336)	(1,030)	-	5,374	932,967
Work in progress	10,705	6,797	-	-	-	-	-	-	-	(610)	(8,146)	8,746
Total	1,128,539	32,279	146	354	2,949	204,012	(27,391)	(1,824)	(1,042)	(610)	(307)	1,337,105

Summary of Work in Progress

	Opening WIP \$'000	Additions \$'000	Write-off \$'000	Transfers \$'000	Closing WIP \$'000
Property	3,444	671	(24)	(3,021)	1,070
Plant and equipment	2	23	-	-	25
Infrastructure	7,259	6,103	(586)	(5,125)	7,651
Total	10,705	6,797	(610)	(8,146)	8,746

Notes to the Financial Report
For the Year Ended 30 June 2023

6.1 PROPERTY, INFRASTRUCTURE, PLANT AND EQUIPMENT cont...

(a) Property

	Land - specialised	Land improvements	Land Under Roads	Total Land & Land Improvements	Buildings	Total Buildings	Work In Progress	Total Property
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
At fair value 1 July 2022	132,838	4,368	46,598	183,804	169,572	169,572	3,444	356,820
Accumulated depreciation at 1 July 2022	-	(2,165)	-	(2,165)	(87,554)	(87,554)	-	(89,719)
	132,838	2,203	46,598	181,639	82,018	82,018	3,444	267,101
Movements in fair value								
Additions	315	-	2	317	1,592	1,592	671	2,580
Contributions	3	-	78	81	-	-	-	81
Revaluation	19,951	-	7,354	27,305	161,032	161,032	-	188,337
Disposal	-	-	-	-	(1,430)	(1,430)	-	(1,430)
Derecognise	-	-	-	-	(30)	(30)	-	(30)
Write-off	-	-	-	-	-	-	(24)	(24)
Transfers	(265)	(22)	-	(287)	2,533	2,533	(3,021)	(775)
	20,004	(22)	7,434	27,416	163,697	163,697	(2,374)	188,739
Movements in accumulated depreciation								
Depreciation and amortisation	-	(596)	-	(596)	(5,127)	(5,127)	-	(5,723)
Accumulated Depreciation of disposals	-	-	-	-	1,156	1,156	-	1,156
Accumulated Depreciation - Derecognise	-	-	-	-	25	25	-	25
Accumulated Depreciation - Revaluation	-	-	-	-	(78,317)	(78,317)	-	(78,317)
Transfers	-	1	-	1	202	202	-	203
	-	(595)	-	(595)	(82,061)	(82,061)	-	(82,656)
At fair value 30 June 2023	152,842	4,346	54,032	211,220	333,269	333,269	1,070	545,559
Accumulated depreciation at 30 June 2023	-	(2,760)	-	(2,760)	(169,615)	(169,615)	-	(172,375)
Carrying amount	152,842	1,586	54,032	208,460	163,654	163,654	1,070	373,184

Notes to the Financial Report
For the Year Ended 30 June 2023

6.1 PROPERTY, INFRASTRUCTURE, PLANT AND EQUIPMENT cont...

(b) Plant and Equipment

	Plant machinery and equipment \$'000	Fixtures fittings and furniture \$'000	Computers and telecomms \$'000	Library books \$'000	Art Works \$'000	Work In Progress \$'000	Total plant and equipment \$'000
At fair value 1 July 2022	12,848	3,467	1,465	2,947	11,314	2	32,043
Accumulated depreciation at 1 July 2022	(6,430)	(1,922)	(459)	(1,443)	-	-	(10,254)
	6,418	1,545	1,006	1,504	11,314	2	21,789
Movements in fair value							
Additions	3,253	33	307	235	126	23	3,977
Disposal	(1,105)	(160)	-	(273)	-	-	(1,538)
Derecognise	-	-	(61)	-	-	-	(61)
Transfers	16	-	-	-	-	-	16
	2,164	(127)	246	(38)	126	23	2,394
Movements in accumulated depreciation							
Depreciation and amortisation	(1,451)	(313)	(259)	(235)	-	-	(2,258)
Accumulated Depreciation of disposals	891	160	-	273	-	-	1,324
Accumulated Depreciation - Derecognise	-	-	54	-	-	-	54
	(560)	(153)	(205)	38	-	-	(880)
At fair value 30 June 2023	15,012	3,340	1,711	2,909	11,440	25	34,437
Accumulated depreciation at 30 June 2023	(6,990)	(2,075)	(664)	(1,405)	-	-	(11,134)
Carrying amount	8,022	1,265	1,047	1,504	11,440	25	23,303

Notes to the Financial Report
For the Year Ended 30 June 2023

6.1 PROPERTY, INFRASTRUCTURE, PLANT AND EQUIPMENT cont...

(c) Infrastructure

	Roads	Bridges	Footpaths and cycleways	Drainage	Recreational, leisure and community facilities	Waste Management	Parks open space and streetscapes	Aerodromes	Off street car parks	Other Infrastructure	Work In Progress	Total Infrastructure
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
At fair value 1 July 2022	881,359	112,424	54,695	103,543	35,461	5,848	36,464	16,229	4,072	21,535	7,259	1,278,889
Accumulated depreciation at 1 July 2022	(284,581)	(44,624)	(17,615)	(37,343)	(17,370)	(2,420)	(14,050)	(9,191)	(1,864)	(10,180)	-	(439,238)
	596,778	67,800	37,080	66,200	18,091	3,428	22,414	7,038	2,208	11,355	7,259	839,651
Movements in fair value												
Additions	12,447	853	3,445	243	322	234	1,632	166	71	206	6,103	25,722
Contributions	1,368	-	558	932	-	-	10	-	-	-	-	2,868
Adjustments to Deferred Profit and Loss	-	-	-	-	-	-	-	-	-	-	-	-
Newly Recognised	146	-	-	-	-	-	-	-	-	-	-	146
Found Assets	87	125	29	197	-	-	-	-	-	-	-	438
Revaluation	(1)	12,976	-	31,269	17,791	2,734	32,342	41,443	3,719	31,916	-	174,189
Disposal	(3,682)	-	(993)	(33)	(309)	(24)	(169)	-	-	-	-	(5,210)
Derecognise	(191)	-	(50)	(1,388)	-	-	(49)	-	-	(12)	-	(1,690)
Write-off	-	-	-	-	-	-	-	-	-	-	(586)	(586)
Transfers	1,353	317	1,884	367	653	273	329	164	-	34	(5,125)	249
	11,527	14,271	4,873	31,587	18,457	3,217	34,095	41,773	3,790	32,144	392	196,126
Movements in accumulated depreciation												
Depreciation and amortisation	(12,074)	(1,138)	(1,205)	(1,041)	(1,265)	(216)	(1,327)	(345)	(95)	(704)	-	(19,410)
Accumulated depreciation of disposals	2,823	-	641	9	267	17	117	-	-	-	-	3,874
Accumulated Depreciation - Derecognise	50	-	11	544	-	-	45	-	-	10	-	660
Depreciation Prior Year Found	(11)	(35)	(4)	(34)	-	-	-	-	-	-	-	(84)
Accumulated Depreciation Revaluation	-	(5,110)	-	(11,030)	(8,745)	(1,101)	(13,517)	(20,912)	(1,300)	(18,482)	-	(80,197)
	(9,212)	(6,283)	(557)	(11,552)	(9,743)	(1,300)	(14,682)	(21,257)	(1,395)	(19,176)	-	(95,157)
At fair value 30 June 2023	892,886	126,695	59,568	135,130	53,918	9,065	70,559	58,002	7,862	53,679	7,651	1,475,015
Accumulated depreciation at 30 June 2023	(293,793)	(50,907)	(18,172)	(48,895)	(27,113)	(3,720)	(28,732)	(30,448)	(3,259)	(29,356)	-	(534,395)
Carrying amount	599,093	75,788	41,396	86,235	26,805	5,345	41,827	27,554	4,603	24,323	7,651	940,620

Notes to the Financial Report For the Year Ended 30 June 2023

6.1 PROPERTY, INFRASTRUCTURE, PLANT AND EQUIPMENT cont...

ASSET TYPE	Depreciation Period	Threshold Limit
Property		
Land	-	All
Land Improvements	4 years	All
Buildings	20 - 100 years	>\$10,000
Plant and Equipment		
Motor Vehicles	3 - 10 years	All
Plant	3 - 10 years	>\$5,000
Furniture, Equipment & Information Technology	3 - 10 years	>\$5,000
Art Gallery Works	-	All
Library Books	3 - 10 years	All
Infrastructure		
Roads		
Pavement - Concrete	100 Years	All
Pavement - Sealed	100 Years	All
Pavement Gravel (Local Access A & Above)	15 Years	All
Pavement Gravel (Local Access B & C)	20 Years	All
Subgrade	Indefinite	All
Kerb & Channel	70 Years	All
Road Drainage - Minor Culverts	100 Years	All
Bridges		
Bridges - Concrete	100 Years	All
Bridges - Timber	60 Years	All
Floodways & Major Culverts	100 Years	All
Footpaths and cycleways		
Asphalt/Bitumen	15 Years	All
Concrete/Paved	60 Years	All
Gravel/Sand	10 Years	All
Drainage		
Pits	100 Years	All
Pipes	100 Years	All
Pump Wells	20 Years	All
Other Drainage	20 - 100 Years	All
Open Drain - Earth/Retention Basin	Indefinite	All
Structures		
Off Street Car Parks	30 - 100 years	>\$5,000
Recreational, leisure and community facilities	10 - 100 years	>\$5,000
Waste management	20 - 100 years	>\$5,000
Parks, open space and streetscapes	10 - 120 years	>\$5,000
Aerodromes	20 - 120 years	>\$5,000
Other infrastructure	10 - 120 years	>\$5,000
Intangible Assets		
Landfill Airspace	4 - 38 Years	All
Software	3 - 10 years	>\$5,000

Acquisition

The purchase method of accounting is used for all acquisitions of assets, being the fair value of assets provided as consideration at the date of acquisition plus any incidental costs attributable to the acquisition. Fair value is the price that would be received to sell an asset (or paid to transfer a liability) in an orderly transaction between market participants at the measurement date.

Where assets are constructed by Council, cost includes all materials used in construction, direct labour, borrowing costs incurred during construction, and an appropriate share of directly attributable variable and fixed overheads.

In accordance with Council's policy, the threshold limits have applied when recognising assets within an applicable asset class and unless otherwise stated are consistent with the prior year.

Notes to the Financial Report For the Year Ended 30 June 2023

6.1 PROPERTY, INFRASTRUCTURE, PLANT AND EQUIPMENT cont...

Land under roads

Council recognises land under roads it controls at fair value.

Depreciation and amortisation

Buildings, land improvements, plant and equipment, infrastructure, and other assets having limited useful lives are systematically depreciated over their useful lives to the Council in a manner which reflects consumption of the service potential embodied in those assets. Estimates of remaining useful lives and residual values are made on a regular basis with major asset classes reassessed annually. Depreciation rates and methods are reviewed annually.

Where assets have separate identifiable components that are subject to regular replacement, these components are assigned distinct useful lives and residual values and a separate depreciation rate is determined for each component.

Road earthworks are not depreciated on the basis that they are assessed as not having a limited useful life. Straight line depreciation is charged based on the residual useful life as determined each year.

Repairs and maintenance

Where the repair relates to the replacement of a component of an asset and the cost exceeds the capitalisation threshold the cost is capitalised and depreciated. The carrying value of the replaced asset is expensed.

Valuation of land and land under roads

The general rates revaluation was undertaken by qualified independent valuer Daniel Scarfo Registered Valuer No 71139, the valuation of land was derived from the data supplied from the general rates revaluation and applied at 30 June 2022.

The valuation of land is at fair value, being market value based on highest and best use permitted by relevant land planning provisions. Where land use is restricted through existing planning provisions the valuation is reduced to reflect this limitation. This adjustment is an unobservable input in the valuation. The adjustment has no impact on the comprehensive income statement. The valuation of land was undertaken by an independent valuer.

Land under roads is valued at fair value using site values adjusted for englobo (undeveloped and/or unserviced) characteristics, access rights and private interests of other parties and entitlements of infrastructure assets and services. This adjustment is an unobservable input in the valuation. The adjustment has no impact on the comprehensive income statement.

Any significant movements in the unobservable inputs for land and land under roads will have a significant impact on the fair value of these assets.

	2023	2022
	\$'000	\$'000
Reconciliation of specialised land		
Land under roads	54,032	46,598
Parks, open space and streetscapes	83,310	72,200
Recreation, leisure and community facilities	48,521	42,339
Off-street car parks	8,424	7,337
Aerodromes	5,302	4,618
Waste management	3,358	2,925
Other infrastructure - Piers/Jetties/Caravan parks/Markets/Saleyards	3,026	2,635
Drainage	901	785
Total specialised land	206,874	179,437

Building and Structures

The replacement cost of buildings and structures was determined by the following qualified independent valuers:

Public Artworks - Rodney James, Art Consultant and Registered Valuer with Art Consulting Association of Australia;

Skate Parks and Pump Tracks – Tysen Haley of Haley Constructions;

Playgrounds – Hutchison Park Services;

Aerodromes; Carparks; Parks, Open Space and Streetscapes; Recreational, Leisure and Community facilities; Waste Management; Other

Infrastructure (excluding the above) - Daniel Scarfo, Registered Valuer No 71139 of Gippsland Property Valuations.

Notes to the Financial Report For the Year Ended 30 June 2023

6.1 PROPERTY, INFRASTRUCTURE, PLANT AND EQUIPMENT cont...

For assets categorised as specialised, valuation at fair value was undertaken by Council based on the cost approach (replacement cost), using asset condition and useful life as the fair value inputs, less accumulated depreciation at valuation date 30 June 2023.

The valuation is at fair value based on replacement cost less accumulated depreciation as at the date of valuation.
As a result of the revaluation, the total net increase in the value of buildings and structures was \$148.60M (102.12%).

Details of the Council's land and buildings and information about the fair value hierarchy as at 30 June 2023 are as follows:

	Level 1	Level 2	Level 3	Date of Valuation	Type of Valuation
Land - Specialised	-	-	152,842	30/06/2023	Index
Land improvements	-	-	-	n/a	n/a
Land under roads	-	-	54,032	30/06/2023	Index
Buildings - Specialised	-	-	163,655	30/06/2023	Full
Total	-	-	370,529		

Valuation of infrastructure

Valuation of infrastructure assets (roads, bridges, footpaths and drainage) has been determined in accordance with a valuation undertaken by Council Officer Mr. Chris Hastie B.Eng (Civil), Gcert Mgt.

Valuation is at fair value based on replacement cost less accumulated depreciation as at the date of valuation.

Drainage

Valuation of the drainage asset class was undertaken at 30 June 2023 by Council Officer Mr. Chris Hastie B.Eng (Civil), Gcert Mgt. As a result of the revaluation, the total net increase in the value of the drainage asset class was \$20.24M (30.67%).

Bridges, Major Culverts & Floodways

At 30 June 2023, Council reviewed the carrying amount of bridges, major culverts and floodways to determine whether any material movement in fair value had occurred during the year. The *ABS Index 3101 - Road and Bridge Construction Victoria* indicates an increase of 13-15% in the current replacement cost of bridges, major culverts and floodways since the last revaluation at 30 June 2021. It was thus determined that the movement was material in nature and a revaluation was required at 30 June 2023 to accurately reflect the value of this asset class. As a result of the revaluation, the total replacement value of bridges, major culverts and floodways has increased by \$7.87M (11.58%).

Roads and Footpaths

In 2020, Council undertook a valuation of its road and footpath asset classes. With valuations being undertaken on a 4-year cycle, the next full revaluation is scheduled for June 2024. At 30 June 2022, Council reviewed the carrying amount of assets to determine whether any material movement in final value had occurred during the year. The review of the ABS Road and Bridge construction index resulted in an increase of approximately 10.25% in the current replacement cost of the road and footpaths asset class since the last revaluation on 30 June 2020. It was thus determined that the movement was material in nature and a revaluation was required at 30 June 2022 to accurately reflect the value of these asset classes.

As a result of the revaluation, the total net increase in the value of roads increased by \$43.8M (8.5%).

As a result of the revaluation, the total replacement value of footpaths increased by almost \$2.7M (8.1%).

Notes to the Financial Report For the Year Ended 30 June 2023

6.1 PROPERTY, INFRASTRUCTURE, PLANT AND EQUIPMENT cont...

Details of the Council's infrastructure and information about the fair value hierarchy as at 30 June 2023 are as follows:

	Level 1	Level 2	Level 3	Date of Valuation	Type of Valuation
Roads	-	-	599,093	30/06/2022	Index
Bridges	-	-	75,788	30/06/2023	Index
Footpaths and cycleways	-	-	41,396	30/06/2022	Index
Drainage	-	-	86,235	30/06/2023	Full
Recreational, leisure and community	-	-	26,805	30/06/2023	Full
Waste management	-	-	5,345	30/06/2023	Full
Parks, open space and streetscapes	-	-	41,827	30/06/2023	Full
Aerodromes	-	-	27,554	30/06/2023	Full
Off street car parking	-	-	4,603	30/06/2023	Full
Other infrastructure	-	-	24,323	30/06/2023	Full
Total	-	-	932,969		

Description of significant unobservable inputs into level 3 valuations

Specialised land and land under roads is valued using a market based direct comparison technique. Significant unobservable inputs include the extent and impact of restriction of use and the market cost of land per square metre. The extent and impact of restrictions on use varies and results in a reduction to surrounding land values between 5% and 95%. The market value of land varies significantly depending on the location of the land and the current market conditions. Currently land values range between \$0.02 and \$30,909.73 per square metre and land under roads values range between \$0.23 and \$4.10 per square metre.

Specialised buildings are valued using a depreciated replacement cost technique. Significant unobservable inputs include the current replacement cost and remaining useful lives of buildings. Current replacement costs are comprised of a square metre basis ranging from \$626 to \$16,650 per square metre. The remaining useful lives of buildings are determined on the basis of the current condition of buildings and vary from 4 years to 99 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of buildings are sensitive to changes in expectations or requirements that could either shorten or extend the useful lives of buildings.

Infrastructure assets are valued based on the depreciated replacement cost. Significant unobservable inputs include the current replacement cost and remaining useful lives of infrastructure. The remaining useful lives of infrastructure assets are determined on the basis of the current condition of the asset and vary from 10 years to an indefinite life. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of infrastructure are sensitive to changes in use, expectations or requirements that could either shorten or extend the useful lives of infrastructure assets.

ADJUSTMENTS DIRECTLY TO EQUITY

Reversal of revalued assets disposed or written off (transfer from asset revaluation reserve to accumulated surplus).

	2023 \$'000	2022 \$'000
Roads, Streets, Drainage, Bridges & Culverts	(2,228)	(1,127)
Buildings & Structures	359	504
Land	(478)	(422)
	<u>(2,347)</u>	<u>(1,045)</u>

Notes to the Financial Report
For the Year Ended 30 June 2023

Note 7 PEOPLE AND RELATIONSHIPS

7.1 Council and key management remuneration

(a) Key Management Personnel

Key management personnel (KMP) are those people with the authority and responsibility for planning, directing and controlling the activities of Wellington Shire Council. The Councillors, Chief Executive Officer and General Managers are deemed KMP.

Details of KMP at any time during the year are:

		2023 No.	2022 No.
Councillors	Mayor Ian Bye Deputy Mayor John Tatterson (Cr. 01/07/2022 - 01/11/2022) Cr Marcus McKenzie (Dep. 01/07/2022 - 01/11/2022) Cr Garry Stephens Cr Scott Rossetti Cr Carolyn Crossley Cr Gayle Maher Cr Jill Wood Cr Carmel Ripper		
CMT	Chief Executive Officer - David Morcom General Manager Built and Natural Environment - Chris Hastie General Manager Community & Culture - Clemence Gillings (from 04/07/2022) General Manager Development - Brent McAlister (01/07/2022 - 20/01/2023) General Manager Development - Andrew Pomeroy (from 24/04/2023) General Manager Corporate Services - Arthur Skipitaris		
Total Number of Councillors		9	9
Total of Chief Executive Officer and other Key Management Personnel		5	5
Total Number of Key Management Personnel		14	14

(b) Remuneration of Key Management Personnel

Remuneration comprises employee benefits including all forms of consideration paid, payable or provided by Council, or on behalf of the Council, in exchange for services rendered. Remuneration of Key Management Personnel and other senior staff is disclosed in the following categories.

Short-term employee benefits include amounts such as wages, salaries, annual leave or sick leave that are usually paid or payable on a regular basis, as well as non-monetary benefits such as allowances and free or subsidised goods or services.

Other long-term employee benefits include long service leave, other long service benefits or deferred compensation.

Post-employment benefits include pensions, and other retirement benefits paid or payable on a discrete basis when employment has ceased.

Termination benefits include termination of employment payments, such as severance packages.

	2023 \$'000	2022 \$'000
Total remuneration of key management personnel was as follows:		
Short-term employee benefits	1,559	1,520
Other long-term employee benefits	99	34
Post-employment benefits	112	108
Total	1,770	1,662

The numbers of key management personnel whose total remuneration from Council and any related entities, fall within the following bands:

	2023 No.	2022 No.
\$30,000 - \$39,999	7	6
\$40,000 - \$49,999	1	1
\$50,000 - \$59,999	-	1
\$70,000 - \$79,999	-	1
\$90,000 - \$99,999	1	-
\$170,000 - \$179,999	-	1
\$240,000 - \$249,999	1	1
\$250,000 - \$259,999	1	1
\$260,000 - \$269,999	1	-
\$270,000 - \$279,999	-	1
\$290,000 - \$299,999	1	-
\$350,000 - \$359,999	1	1
	14	14

Notes to the Financial Report
For the Year Ended 30 June 2023**Note 7 PEOPLE AND RELATIONSHIPS cont...****(c) Remuneration of other senior staff**

Other senior staff are officers of Council, other than Key Management Personnel, whose total remuneration exceeds \$160,000 and who report directly to a member of the KMP.*

	2023 \$'000	2022 \$'000
Total remuneration of other senior staff was as follows:		
Short-term employee benefits	1,395	1,218
Other long-term employee benefits	52	28
Post-employment benefits	134	114
Total	<u>1,581</u>	<u>1,360</u>

The number of other senior staff are shown below in their relevant income bands:

	2023 No.	2022 No.
Income Range:		
\$151,000 - \$159,999	-	2
\$160,000 - \$169,999	3	2
\$170,000 - \$179,999	4	3
\$180,000 - \$189,999	1	-
\$190,000 - \$199,999	-	1
\$200,000 - \$209,999	1	-
	<u>9</u>	<u>8</u>
	\$'000	\$'000
Total remuneration for the reporting year for other senior staff included above, amounted to:	1,581	1,360

* Due to a definitional change the comparative figures in this note may not align with the previous year's annual report, which included disclosure of senior officers as defined in the *Local Government Act 1989*.

	2023 \$'000	2022 \$'000
7.2 Related party disclosure		
(a) Transactions with related parties		
During the period Council entered into the following transactions with related parties.	831	1,165

During the period Council entered into a number of transactions with related parties of KMP's or their close family members. These transactions occurred within normal commercial terms and conditions. These transactions included \$20,000 of annual maintenance and risk subsidies, and \$43,376 of community grants for various events and minor facilities improvements. Transactions with Central Gippsland Health Services included contributions towards health services of \$642,519 (2022: \$951,448), as well as \$1,181 for linen services and emergency department costs. A \$100,040 (2022: \$13,750) contribution was made towards Destination Gippsland's Event Acquisition Fund. A further \$23,965 (2022: \$75,796) was spent on contractors for facilities maintenance, advertising, and signage.

(b) Outstanding balances with related parties

The balance outstanding at the end of the reporting period in relation to transactions with related parties was Nil (2021/22 Nil).

(c) Loans to/from related parties

The aggregate amount of loans in existence at balance date that have been made, guaranteed or secured by the council to a related party was Nil (2021/22 Nil).

(d) Commitments to/from related parties

The aggregate amount of commitments in existence at balance date that have been made, guaranteed or secured by the council was Nil (2021/22 Nil).

Notes to the Financial Report For the Year Ended 30 June 2023

Note 8 MANAGING UNCERTAINTIES

8.1 Contingent assets and liabilities

Contingent assets and contingent liabilities are not recognised in the Balance Sheet, but are disclosed and if quantifiable, are measured at nominal value. Contingent assets and liabilities are presented inclusive of GST receivable or payable, respectively.

(a) Contingent assets

Contingent assets are possible assets that arise from past events, whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the Council.

Non cash contributions expected to be received in respect of subdivision and gifted assets are as follows:

	2023	2022
	\$'000	\$'000
Developer contributions	1,807	1,122
Total Contingent Assets	1,807	1,122

(b) Contingent liabilities

Contingent liabilities are:

- possible obligations that arise from past events, whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the Council; or
- present obligations that arise from past events but are not recognised because:
 - it is not probable that an outflow of resources embodying economic benefits will be required to settle the obligation; or
 - the amount of the obligation cannot be measured with sufficient reliability.

Superannuation

Wellington Shire Council has obligations under a defined benefit superannuation scheme that may result in the need to make additional contributions to the scheme, matters relating to this potential obligation are outlined below. As a result of the volatility in financial markets the likelihood of making such contributions in future periods exists.

Future superannuation contributions

In addition to the disclosed contributions, Wellington Shire Council has paid unfunded liability payments to Vision Super totalling \$Nil during 2022/23 (2021/22 \$Nil). There were \$Nil contributions outstanding and \$Nil loans issued from or to the above schemes as at 30 June 2023. The expected contributions to be paid to the Defined Benefit category of Vision Super for the year ending 30 June 2023 are \$34,347.

Liability Mutual Insurance

Council is a participant of the MAV Liability Mutual Insurance (LMI) Scheme. The LMI scheme provides public liability and professional indemnity insurance cover. The LMI scheme states that each participant will remain liable to make further contributions to the scheme in respect of any insurance year in which it was a participant to the extent of its participant's share of any shortfall in the provision set aside in respect of that insurance year, and such liability will continue whether or not the participant remains a participant in future insurance years.

(c) Guarantees for loans to other entities

The amount disclosed for financial guarantee in this note is the nominal amount of the underlying loan that is guaranteed by the Council, not the fair value of the financial guarantee.

Financial guarantee contracts are not recognised as a liability in the balance sheet unless the lender has exercised their right to call on the guarantee or Council has other reasons to believe that it is probable that the right will be exercised.

Council has guaranteed a loan taken out by a community group, to undertake significant capital works to the Club's facilities on Council Land

Notes to the Financial Report For the Year Ended 30 June 2023

Note 8 MANAGING UNCERTAINTIES cont...

Council's estimated liability with respect to contingent items is as follows:

	2023	2022
	\$'000	\$'000
Bank Guarantees	971	935
Total Bank Guarantees	971	935

8.2 Change in accounting standards

Certain new Australian Accounting Standards and interpretations have been published that are not mandatory for the 30 June 2023 reporting period. Council assesses the impact of these new standards. As at 30 June 2023 there were no new accounting standards or interpretations issued by the AASB which are applicable for the year ending 30 June 2024 that are expected to impact Council.

8.3 Financial instruments

(a) Objectives and policies

The Council's principal financial instruments comprise cash assets, term deposits, receivables (excluding statutory receivables), payables (excluding statutory payables) and bank borrowings. Details of the significant accounting policies and methods adopted, including the criteria for recognition, the basis of measurement and the basis on which income and expenses are recognised, in respect of each class of financial asset, financial liability and equity instrument is disclosed in the Notes of the financial statements. Risk management is carried out by senior management under policies approved by the Council. These policies include identification and analysis of the risk exposure to Council and appropriate procedures, controls and risk minimisation.

(b) Market risk

Market risk is the risk that the fair value or future cash flows of council financial instruments will fluctuate because of changes in market prices. The Council's exposure to market risk is primarily through interest rate risk with only insignificant exposure to other price risks and no exposure to foreign currency risk.

Interest rate risk

Interest rate risk refers to the risk that the value of a financial instrument or cash flows associated with the instrument will fluctuate due to changes in market interest rates. Council does not hold any interest bearing financial instruments that are measured at fair value, and therefore has no exposure to fair value interest rate risk. Cash flow interest rate risk is the risk that the future cash flows of a financial instrument will fluctuate because of changes in market interest rates. Council has minimal exposure to cash flow interest rate risk through its cash and deposits that are at floating rates.

Investment of surplus funds is made with approved financial institutions under the Local Government Act 2020. Council manages interest rate risk by adopting an investment policy that ensures:

- diversification of investment product;
- monitoring of return on investment; and
- benchmarking of returns and comparison with budget.

There has been no significant change in the Council's exposure, or its objectives, policies and processes for managing interest rate risk or the methods used to measure this risk from the previous reporting period.

Interest rate movements have not been sufficiently significant during the year to have an impact on the Council's year end result.

Notes to the Financial Report For the Year Ended 30 June 2023

Note 8 MANAGING UNCERTAINTIES cont...

(c) Credit risk

Credit risk is the risk that a contracting entity will not complete its obligations under a financial instrument and cause Council to make a financial loss. Council have exposure to credit risk on some financial assets included in the balance sheet. Particularly significant areas of credit risk exist in relation to outstanding fees and fines as well as loans and receivables from sporting clubs and associations. To help manage this risk:

- council has a policy for establishing credit limits for the entities council deals with;
- council may require collateral where appropriate; and
- council only invests surplus funds with financial institutions which have a recognised credit rating specified in council's investment policy.

Receivables consist of a large number of customers, spread across the ratepayer, business and government sectors. Credit risk associated with the Council's financial assets is minimal because the main debtor is secured by a charge over the rateable property.

There are no material financial assets which are individually determined to be impaired.

Council may also be subject to credit risk for transactions which are not included in the balance sheet, such as when Council provides a guarantee for another party. Details of our contingent liabilities are disclosed in Note 8.1(b).

The maximum exposure to credit risk at the reporting date to recognise financial assets is the carrying amount, net of any provisions for impairment of those assets, as disclosed in the balance sheet and notes to the financial statements. Council does not hold any collateral.

(d) Liquidity risk

Liquidity risk includes the risk that, as a result of Council's operational liquidity requirements it will not have sufficient funds to settle a transaction when required or will be forced to sell a financial asset at below value or may be unable to settle or recover a financial asset.

To help reduce these risks Council:

- has a liquidity policy which targets a minimum and average level of cash and cash equivalents to be maintained;
- has readily accessible standby facilities and other funding arrangements in place;
- has a liquidity portfolio structure that requires surplus funds to be invested within various bands of liquid instruments;
- monitors budget to actual performance on a regular basis; and
- sets limits on borrowings relating to the percentage of loans to rate revenue and percentage of loan principal repayments to rate revenue.

The Council's maximum exposure to liquidity risk is the carrying amounts of financial liabilities as disclosed on the face of the balance sheet and the amounts related to financial guarantees disclosed in Note 8.1 (c), and is deemed insignificant based on prior periods' data and current assessment of risk.

There has been no significant change in Council's exposure, or its objectives, policies and processes for managing liquidity risk or the methods used to measure this risk from the previous reporting period.

With the exception of borrowings, all financial liabilities are expected to be settled within normal terms of trade. Details of the maturity profile for borrowings are disclosed at Note 5.4.

Unless otherwise stated, the carrying amounts of financial instruments reflect their fair value.

(e) Sensitivity disclosure analysis

Taking into account past performance, future expectations, economic forecasts, and management's knowledge and experience of the financial markets, Council believes the following movements are 'reasonably possible' over the next 12 months:

- A parallel shift of -0.50% and 0.50% in market interest rates (AUD) from year-end rates of 5.14%.

These movements will not have a material impact on the valuation of Council's financial assets and liabilities, nor will they have a material impact on the results of Council's operations.

Notes to the Financial Report For the Year Ended 30 June 2023

Note 8 MANAGING UNCERTAINTIES cont...

8.4 Fair value measurement

Fair value hierarchy

Council's financial assets and liabilities are not valued in accordance with the fair value hierarchy, Council's financial assets and liabilities are measured at amortised cost.

Council measures certain assets and liabilities at fair value where required or permitted by Australian Accounting Standards. AASB 13 Fair value measurement, aims to improve consistency and reduce complexity by providing a definition of fair value and a single source of fair value measurement and disclosure requirements for use across Australian Accounting Standards.

AASB 13 defines fair value as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. Fair value under AASB 13 is an exit price regardless of whether that price is directly observable or estimated using another valuation technique.

All assets and liabilities for which fair value is measured or disclosed in the financial statements are categorised within a fair value hierarchy, described as follows, based on the lowest level input that is significant to the fair value measurement as a whole:

Level 1 — Quoted (unadjusted) market prices in active markets for identical assets or liabilities

Level 2 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is directly or indirectly observable; and

Level 3 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is unobservable. For the purpose of fair value disclosures, Council has determined classes of assets and liabilities on the basis of the nature, characteristics and risks of the asset or liability and the level of the fair value hierarchy as explained above.

In addition, Council determines whether transfers have occurred between levels in the hierarchy by re-assessing categorisation (based on the lowest level input that is significant to the fair value measurement as a whole) at the end of each reporting period.

Revaluation

Subsequent to the initial recognition of assets, non-current physical assets, other than plant and equipment, are measured at their fair value, being the price that would be received to sell an asset (or paid to transfer a liability) in an orderly transaction between market participants at the measurement date. (For plant and equipment carrying amount is considered to approximate fair value given short useful lives). At balance date, the Council reviewed the carrying value of the individual classes of assets measured at fair value to ensure that each asset materially approximated its fair value. Where the carrying value materially differed from the fair value at balance date, the class of asset was revalued.

Fair value valuations are determined in accordance with a valuation hierarchy. Changes to the valuation hierarchy will only occur if an external change in the restrictions or limitations of use of an asset result in changes to the permissible or practical highest and best use of the asset. In addition, Council undertakes a formal revaluation of land, buildings, and infrastructure assets on a regular basis of 4 years. The valuation is performed either by experienced council officers or independent experts. The following table sets out the frequency of revaluations by asset class.

Asset class	Revaluation frequency
Land	4 years
Buildings	4 years
Roads	4 years
Bridges	4 years
Footpaths and cycleways	4 years
Drainage	4 years
Recreational, leisure and community facilities	4 years
Waste management	4 years
Parks, open space and streetscapes	4 years
Aerodromes	4 years
Other infrastructure	4 years

**Notes to the Financial Report
For the Year Ended 30 June 2023**

Note 8 MANAGING UNCERTAINTIES cont...

Where the assets are revalued, the revaluation increments are credited directly to the asset revaluation reserve except to the extent that an increment reverses a prior year decrement for that class of asset that had been recognised as an expense in which case the increment is recognised as revenue up to the amount of the expense. Revaluation decrements are recognised as an expense except where prior increments are included in the asset revaluation reserve for that class of asset in which case the decrement is taken to the reserve to the extent of the remaining increments. Within the same class of assets, revaluation increments and decrements within the year are offset.

Impairment of assets

At each reporting date, the Council reviews the carrying value of its assets to determine whether there is any indication that these assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs of disposal and value in use, is compared to the assets carrying value. Any excess of the assets carrying value over its recoverable amount is expensed to the comprehensive income statement, unless the asset is carried at the revalued amount in which case, the impairment loss is recognised directly against the revaluation surplus in respect of the same class of asset to the extent that the impairment loss does not exceed the amount in the revaluation surplus for that same class of asset.

8.5 Events occurring after balance date

No matters have occurred after balance date that require disclosure in the financial report.

**Notes to the Financial Report
For the Year Ended 30 June 2023**

Note 9 OTHER MATTERS**9.1 Reserves**

	Balance at beginning of reporting period \$'000	Adjustment directly to equity \$'000	Increment (decrement) \$'000	Balance at end of reporting period \$'000
(a) Asset revaluation reserves				
2023				
Property				
Land and land improvements	119,952	(213)	19,951	139,690
Land under roads	29,090	-	7,355	36,445
Buildings and Structures	59,775	451	148,601	208,827
	208,817	238	175,907	384,962
Infrastructure				
Roads	468,400	(1,486)	(1)	466,913
Bridges	24,947	-	7,867	32,814
Footpaths and cycleways	22,091	(337)	-	21,754
Drainage	23,803	(406)	20,239	43,636
	539,241	(2,229)	28,105	565,117
Other				
Art Gallery Stock	6,330	-	-	6,330
Total asset revaluation reserves	754,388	(1,991)	204,012	956,409

	\$'000
Reconciliation of net revaluation movement	
Increment recognised in 2022/2023	204,012
Adjustment directly to equity	(1,991)
2023 Net revaluation increment	<u>202,021</u>

2022**Property**

Land & land improvements	74,673	(422)	45,701	119,952
Land under roads	22,124	-	6,966	29,090
Buildings and Structures	59,334	504	(63)	59,775
	156,131	82	52,604	208,817

Infrastructure

Roads	424,640	(1,037)	44,797	468,400
Bridges	25,011	(122)	58	24,947
Footpaths and cycleways	19,434	(31)	2,688	22,091
Drainage	23,740	63	-	23,803
	492,825	(1,127)	47,543	539,241

Other

Art Gallery Stock	6,330	-	-	6,330
-------------------	-------	---	---	-------

Total asset revaluation reserves	655,286	(1,045)	100,147	754,388
---	----------------	----------------	----------------	----------------

The asset revaluation reserve is used to record the increased (net) value of Council's assets over time.

	\$'000
Reconciliation of net revaluation movement	
Increment recognised in 2021/2022	100,147
Adjustment directly to equity	(1,045)
2022 Net revaluation increment	<u>99,102</u>

Notes to the Financial Report
For the Year Ended 30 June 2023

Note 9 OTHER MATTERS cont..

	Balance at \$'000	Transfer from \$'000	Transfer to \$'000	Balance at end \$'000
(b) Other reserves				
2023				
Discretionary reserves				
Asset improvement	1,247	-	(18)	1,229
Plant replacement	1,529	1,100	(1,161)	1,468
Waste management	6,499	1,619	(2,478)	5,640
Total discretionary reserves	9,275	2,719	(3,657)	8,337
Non discretionary reserves				
Recreational land	1,102	253	(129)	1,226
Infrastructure contributions	158	-	-	158
Art gallery acquisition	16	11	(19)	8
Art gallery contribution	44	-	(39)	5
Leased property improvements	2,366	737	-	3,103
Total Non Discretionary reserves	3,686	1,001	(187)	4,500
Total Other reserves	12,961	3,720	(3,844)	12,837
2022				
Discretionary reserves				
Asset improvement	1,307	-	(60)	1,247
Plant replacement	1,373	1,000	(844)	1,529
Waste management	6,640	1,618	(1,759)	6,499
Total discretionary reserves	9,320	2,618	(2,663)	9,275
Non discretionary reserves				
Recreational land	754	348	-	1,102
Infrastructure contributions	1	59	98	158
Art gallery acquisition	13	3	-	16
Art gallery contribution	7	37	-	44
Leased property improvements	1,610	756	-	2,366
Total Non Discretionary reserves	2,385	1,203	98	3,686
Total Other reserves	11,705	3,821	(2,565)	12,961

**Notes to the Financial Report
For the Year Ended 30 June 2023**

Note 9 OTHER MATTERS cont..

Purpose of Reserves

Discretionary Reserves

Asset Improvement

Reserve to fund capital improvements.

Plant Replacement

Reserve is to fund future purchases of major plant and equipment.

Waste Management

Reserve is to fund the establishment of recycling and transfer stations and an increase in landfill capacity in the future.

Non Discretionary Reserves

Recreational Land

Reserve to fund future open space facilities as per Section 18 of *Subdivision Act*.

Infrastructure Contributions

Reserve is an accumulation of developer contributions which are to be expended at a future date on infrastructure.

Art Gallery Acquisition

Reserve is to fund future approved art gallery acquisitions.

Art Gallery Contributions

Reserve is to fund future specific major art gallery exhibitions.

Leased Property Improvements

Reserve to fund future works on leased properties in accordance with *Crown Land Act*.

**Notes to the Financial Report
For the Year Ended 30 June 2023**

Note 9 OTHER MATTERS cont..

	2023	2022
	\$'000	\$'000
9.2 Reconciliation of cash flows from operating activities to surplus/(deficit)		
Surplus/(deficit) for the year	22,285	20,533
Depreciation/amortisation	28,639	26,578
Loss on disposal of property, infrastructure, plant and equipment	1,334	1,218
Other	(1,214)	1,032
Borrowing costs	48	71
Finance Cost - Leases	8	2
Bad and Doubtful Debts (net written off and expensed)	(91)	-
Contributions - monetary (non-operating)	(194)	(1,139)
Contributions - non-monetary	(2,948)	(4,855)
<i>Change in assets and liabilities:</i>		
Decrease/(increase) in trade and other receivables	(2,120)	7,587
Increase in trade and other payables	1,092	928
(Increase)/decrease in inventories	(26)	(33)
(Decrease)/increase in provisions	290	1,784
(Increase)/decrease in prepayments	(168)	(370)
(Decrease)/increase in trust funds and deposits	543	(971)
(Decrease)/increase in unearned income/revenue	(9,758)	(1,600)
Net cash provided by/(used in) operating activities	37,720	50,765

9.3 Superannuation

Council makes the majority of its employer superannuation contributions in respect of its employees to the Local Authorities Superannuation Fund (the Fund). This Fund has two categories of membership, accumulation and defined benefit, each of which is funded differently. Obligations for contributions to the Fund are recognised as an expense in the Comprehensive Income Statement when they are made or due.

Accumulation

The Fund's accumulation category, Vision MySuper/Vision Super Saver, receives both employer and employee contributions on a progressive basis. Employer contributions are normally based on a fixed percentage of employee earnings (for the year ended 30 June 2023, this was 10.5% as required under Superannuation Guarantee (SG) legislation (2022: 10.0%)).

Defined Benefit

Council does not use defined benefit accounting for its defined benefit obligations under the Fund's Defined Benefit category. This is because the Fund's Defined Benefit category is a pooled multi-employer sponsored plan.

There is no proportional split of the defined benefit liabilities, assets or costs between the participating employers as the defined benefit obligation is a floating obligation between the participating employers and the only time that the aggregate obligation is allocated to specific employers is when a call is made. As a result, the level of participation of Wellington Shire Council in the Fund cannot be measured as a percentage compared with other participating employers. Therefore, the Fund Actuary is unable to allocate benefit liabilities, assets and costs between employers for the purposes of AASB 119.

Notes to the Financial Report For the Year Ended 30 June 2023

Note 9 OTHER MATTERS cont..

Funding arrangements

Council makes employer contributions to the Defined Benefit category of the Fund at rates determined by the Trustee on the advice of the Fund Actuary.

A triennial actuarial investigation is currently underway for the Defined Benefit category which is expected to be completed by 31 December 2023. Council was notified of the 30 June 2023 VBI during August 2023 (2022: August 2022). The financial assumptions used to calculate the 30 June 2023 VBI were:

Net investment returns 5.7% pa
Salary information 3.5% pa
Price inflation (CPI) 2.8% pa

As at 30 June 2022, an interim actuarial investigation was held as the Fund provides lifetime pensions in the Defined Benefit category. The vested benefit index (VBI) of the Defined Benefit category of which Council is a contributing employer was 102.2%. The financial assumptions used to calculate the VBI were:

Net investment returns 5.5% pa
Salary information 2.5% pa to 30 June 2023, and 3.5% pa thereafter
Price inflation (CPI) 3.0% pa

Council was notified of the 30 June 2022 VBI during August 2022 (2021: August 2021). Vision Super has advised that the estimated VBI at June 2023 was 104.1%.

The VBI is used as the primary funding indicator. Because the VBI was above 100%, the 30 June 2022 actuarial investigation determined the Defined Benefit category was in a satisfactory financial position and that no change was necessary to the Defined Benefit category's funding arrangements from prior years.

Employer contributions

(a) Regular contributions

On the basis of the results of the 2022 interim actuarial investigation conducted by the Fund Actuary, Council makes employer contributions to the Fund's Defined Benefit category at rates determined by the Fund's Trustee. For the year ended 30 June 2023, this rate was 10.5% of members' salaries (10.0% in 2021/22). This rate is expected to increase in line with any increases in the SG contribution rate and was reviewed as part of the 30 June 2022 interim valuation.

In addition, Council reimburses the Fund to cover the excess of the benefits paid as a consequence of retrenchment above the funded resignation or retirement benefit.

(b) Funding calls

If the Defined Benefit category is in an unsatisfactory financial position at an actuarial investigation or the Defined Benefit category's VBI is below its shortfall limit at any time other than the date of the actuarial investigation, the Defined Benefit category has a shortfall for the purposes of SPS 160 and the Fund is required to put a plan in place so that the shortfall is fully funded within three years of the shortfall occurring. The Fund monitors its VBI on a quarterly basis and the Fund has set its shortfall limit at 97%.

In the event that the Fund Actuary determines that there is a shortfall based on the above requirement, the Fund's participating employers (including Council) are required to make an employer contribution to cover the shortfall.

Using the agreed methodology, the shortfall amount is apportioned between the participating employers based on the pre-1 July 1993 and post-30 June 1993 service liabilities of the Fund's Defined Benefit category, together with the employer's payroll at 30 June 1993 and at the date the shortfall has been calculated.

Due to the nature of the contractual obligations between the participating employers and the Fund, and that the Fund includes lifetime pensioners and their reversionary beneficiaries, it is unlikely that the Fund will be wound up.

If there is a surplus in the Fund, the surplus cannot be returned to the participating employers.

In the event that a participating employer is wound-up, the defined benefit obligations of that employer will be transferred to that employer's successor.

Notes to the Financial Report For the Year Ended 30 June 2023

Note 9 OTHER MATTERS cont..

The 2022 interim actuarial investigation surplus amounts

An actuarial investigation is conducted annually for the Defined Benefit category of which Council is a contributing employer. Generally, a full actuarial investigation is conducted every three years and interim actuarial investigations are conducted for each intervening year. An interim investigation was conducted as at 30 June 2022 and the last full investigation was conducted as at 30 June 2020.

The Fund's actuarial investigation identified the following for the Defined Benefit category of which Council is a contributing employer:

	2022 (Interim) \$m	2021 (Interim) \$m
- A VBI Surplus	44.6	214.7
- A total service liability surplus	105.8	270.3
- A discounted accrued benefits surplus	111.9	285.2

The VBI surplus means that the market value of the fund's assets supporting the defined benefit obligations exceed the vested benefits that the defined benefit members would have been entitled to if they had all exited on 30 June 2022.

The total service liability surplus means that the current value of the assets in the Fund's Defined Benefit category plus expected future contributions exceeds the value of expected future benefits and expenses as at 30 June 2022.

The discounted accrued benefits surplus means that the current value of the assets in the Fund's Defined Benefit category exceeds the value of benefits payable in the future but accrued in respect of service to 30 June 2022.

The 2023 triennial actuarial investigation

A triennial actuarial investigation is being conducted for the Fund's position as at 30 June 2023. It is anticipated that this actuarial investigation will be completed by 31 December 2023. The financial assumptions for the purposes of this investigation are:

	2023 Triennial investigation	2020 Triennial investigation
Net investment return	5.7% pa	5.6% pa
Salary inflation	3.50 % pa	2.50 % pa for the first two years and 2.75% pa thereafter
Price inflation	2.8% pa	2.0% pa

Superannuation contributions

Contributions by Council (excluding any unfunded liability payments) to the above superannuation plans for the financial year ended 30 June 2023 are detailed below:

Scheme	Type of Scheme	Rate	2023 \$'000	2022 \$'000
Vision super	Defined benefits	10.5% (2022:10.0%)	123	127
Vision super	Accumulation	10.5% (2022:10.0%)	1,415	1,518
Other Schemes	Accumulation	10.5% (2022:10.0%)	1,559	1,360

[In addition to the above contributions, Council has paid unfunded liability payments to Vision Super totalling \$nil in the 2022/23 Year (2021/22 \$Nil).

There were no contributions outstanding and no loans issued from or to the above schemes as at 30 June 2023 (2022: \$Nil)

The expected contributions to be paid to the Defined Benefit category of Vision Super for the year ending 30 June 2024 is \$120,280.

**Notes to the Financial Report
For the Year Ended 30 June 2023**

Note 10 CHANGE IN ACCOUNTING POLICY

There are no current changes to standards that will have any significant impact on council.



WELLINGTON SHIRE COUNCIL

Performance Statement

For the year ended 30 June 2023

Performance Statement

For the year ended 30 June 2023

Description of municipality

Wellington Shire is the third largest municipality in Victoria, covering an area of 11,000 square kilometres and has an estimated population of 45,754 people. The Shire offers a mix of rural and urban living boasting a range of beautiful environments to explore, with its pristine beaches, picturesque mountain ranges, temperate rainforests and wetlands.

The Shire was formed in 1994 after the amalgamation of the Shire of Alberton, the Shire of Avon, the Shire of Maffra, the City of Sale and parts of the Shire of Rosedale.

Wellington's main industries and businesses contributing to the local economy include mining, offshore oil and gas extraction, primary production and agriculture, tourism and service industries, manufacturing and construction, retail, healthcare, education, arts and recreation and community services. In addition, RAAF Base East Sale is a major air and ground training base and home to the famous Roulettes aerobatic team.

Sustainable Capacity Indicators

For the year ended 30 June 2023

<i>Indicator / measure</i> [formula]	Results				Comment
	2020	2021	2022	2023	
<p>Population <i>Expenses per head of municipal population</i></p> <p>[Total expenses / Municipal population]</p>	\$1,972.43	\$2,273.35	\$2,287.72	\$2,388.91	<p>Expenses have increased due to higher employee costs as FTE numbers have increased in order to resource new projects and programs. In addition the new EBA commenced in November 2022.</p> <p>Depreciation has increased significantly due to the annual Capital Works program as well as the revaluation of assets in 2022 valued at \$51.6M.</p>
<p><i>Infrastructure per head of municipal population</i></p> <p>[Value of infrastructure / Municipal population]</p>	\$19,564.57	\$19,847.60	\$21,028.52	\$25,883.27	<p>The construction costs of materials and market price of buildings and structures throughout the shire have had a significant impact on the replacement costs of infrastructure assets which has resulted in revaluations increasing the value of assets by \$201.7M.</p>
<p><i>Population density per length of road</i></p> <p>[Municipal population / Kilometres of local roads]</p>	14.25	14.37	14.48	14.69	<p>There are 3,114km of sealed and unsealed local roads for an estimated municipal population of 45,754 within Wellington Shire.</p>
<p>Own-source revenue <i>Own-source revenue per head of municipal population</i></p> <p>[Own-source revenue / Municipal population]</p>	\$1,681.68	\$1,673.20	\$1,742.26	\$1,860.82	<p>Rates have increased in line with the Fair Go Rate Cap. Waste Charges have increased in line with cost recovery models.</p>

Indicator / measure [formula]	Results				Comment
	2020	2021	2022	2023	
Recurrent grants <i>Recurrent grants per head of municipal population</i> [Recurrent grants / Municipal population]	\$449.57	\$467.99	\$525.50	\$519.80	Recurrent Grants have decreased as Roads to Recovery funds for 2022/23 were utilised in 2021/22. This is largely offset by increased Grants Commission funding as the advance received from the Commission increased from 75% to 100%.
Disadvantage <i>Relative Socio-Economic Disadvantage</i> [Index of Relative Socio-Economic Disadvantage by decile]	4.00	4.00	4.00	3.00	The Australian Bureau of Statistics (ABS) index of relative socio-economic disadvantage indicates that one is the most disadvantaged and ten is the least disadvantaged. Wellington Shire's result is three within Victoria.
Workforce turnover <i>Percentage of staff turnover</i> [Number of permanent staff resignations and terminations / Average number of permanent staff for the financial year] x100	10.1%	8.9%	15.1%	15.4%	Staff turnover for the period has remained stable and reflects a number of staff reaching retirement age, and other long-term staff finding new challenges and opportunities elsewhere. These movements have created new opportunities across the business for emerging leaders and growing skill sets.

Definitions

"adjusted underlying revenue" means total income other than:

- (a) non-recurrent grants used to fund capital expenditure; and
- (b) non-monetary asset contributions; and
- (c) contributions to fund capital expenditure from sources other than those referred to above

"infrastructure" means non-current property, plant and equipment excluding land

"local road" means a sealed or unsealed road for which the council is the responsible road authority under the Road Management Act 2004

"population" means the resident population estimated by council

"own-source revenue" means adjusted underlying revenue other than revenue that is not under the control of council (including government grants)

"relative socio-economic disadvantage", in relation to a municipality, means the relative socio-economic disadvantage, expressed as a decile for the relevant financial year, of the area in which the municipality is located according to the Index of Relative Socio-Economic Disadvantage (Catalogue Number 2033.0.55.001) of SEIFA

"SEIFA" means the Socio-Economic Indexes for Areas published from time to time by the Australian Bureau of Statistics on its Internet website

"unrestricted cash" means all cash and cash equivalents other than restricted cash.

Service Performance Indicators

For the year ended 30 June 2023

Service/indicator/measure [formula]	Results				Comment
	2020	2021	2022	2023	
<p>Aquatic Facilities</p> <p>Utilisation <i>Utilisation of aquatic facilities</i></p> <p>[Number of visits to aquatic facilities / Municipal population]</p>	4.20	3.57	3.70	5.15	<p>The combined number of visits recorded at Wellington Shire Council's indoor and outdoor aquatic facilities during 2022/23 was 235,569.</p> <p>This equates to an average of 5.15 aquatic facility visits per Wellington Shire resident for the year.</p>
<p>Animal Management</p> <p>Health and safety <i>Animal management prosecutions</i></p> <p>[Number of successful animal management prosecutions / Number of animal management prosecutions] x 100</p>	100.00%	100.00%	100.00%	100.00%	<p>9 successful animal management prosecutions were finalised during the 2022-23 financial year.</p> <p>Prosecutions included serious dog attacks, unregistered breeders and prevention of cruelty to animal matters.</p>
<p>Governance</p> <p>Satisfaction <i>Satisfaction with council decisions</i></p> <p>[Community satisfaction rating out of 100 with how council has performed in making decisions in the interest of the community]</p>	58	61	59	54	<p>Councils' participation in the 2023 Local Government Community Satisfaction Survey resulted in the community satisfaction rating being six points higher than the large rural average and three points higher compared to state-wide average, for the way Council has performed in making decisions in the interests of the community.</p>

Service / indicator / measure [formula]	Results				Comment
	2020	2021	2022	2023	
<p>Libraries</p> <p>Participation <i>Active library borrowers in municipality</i></p> <p>[Number of active library borrowers in the last three years / The sum of the population for the last three years] x100</p>	13.35%	12.02%	10.68%	9.94%	<p>The effects of COVID-19 closures and restrictions are still being felt in terms of membership. While active library borrowers have decreased, new members have increased by 12% in the last financial year.</p> <p>We are seeing a 20% increase in visits to the library, computer and Wi-Fi usage which could indicate that a large proportion of library users may not be borrowing members.</p>
<p>Maternal and Child Health (MCH)</p> <p>Participation <i>Participation in the MCH service</i></p> <p>[Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service] x100</p>	0.00%	0.00%	0.00%	0.00%	<p>The Wellington Shire Council is not directly responsible for the delivery of Maternal and Child Health Services, so there is no performance data available for these indicators.</p>
<p>Participation <i>Participation in the MCH service by Aboriginal children</i></p> <p>[Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service] x100</p>	0.00%	0.00%	0.00%	0.00%	<p>The Wellington Shire Council is not directly responsible for the delivery of Maternal and Child Health Services, so there is no performance data available for these indicators.</p>

Service/indicator/measure [formula]	Results				Comment
	2020	2021	2022	2023	
<p>Roads</p> <p>Satisfaction <i>Satisfaction with sealed local roads</i></p> <p>[Community satisfaction rating out of 100 with how council has performed on the condition of sealed local roads]</p>	59	65	54	50	<p>Results from the 2023 Community Satisfaction Survey shows a decrease from the previous year's satisfaction rating for sealed local roads.</p> <p>This result is 10 points higher than average for similar large rural Councils.</p> <p>Similar to the previous year, this continued decrease in satisfaction could be attributed to roads which are in poor condition due to the ongoing wet weather over the last few years.</p> <p>Wellington Shire's maintenance teams have continued to undertake large-scale repair and patching works to ensure the roads remain usable and are in line with Council's Road Management Plan.</p>
<p>Statutory Planning</p> <p>Decision making <i>Council planning decisions upheld at VCAT</i></p> <p>[Number of VCAT decisions that did not set aside council's decision in relation to a planning application / Number of VCAT decisions in relation to planning applications] x100</p>	100.00%	100.00%	0.00%	0.00%	<p>Council effectively consults with permit applicants and objectors prior to making planning decisions to limit the need for VCAT hearings.</p> <p>In 2022/23 only two reviews were sought at VCAT, one of which was resolved via consent order and the other Council decision being set aside by VCAT.</p>
<p>Waste Collection</p> <p>Waste diversion <i>Kerbside collection waste diverted from landfill</i></p> <p>[Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x100</p>	35.26%	31.45%	33.51%	32.17%	<p>More than 3,500 tonnes of recyclable material were diverted from landfill in 2022/23. That's an average of 178kg of recyclables per collection household in Wellington Shire. In 2021/22, an average of 134kg per collection household was reported the revised correct average is 196kg.</p> <p>In 2022/23, households have recycled 18kg less on average per household, compared to households in 2021/22.</p> <p>Wellington Shire Council does not currently have a kerbside green waste collection service in place limiting the diversion rate percentage under this category.</p>

Definitions

"Aboriginal child" means a child who is an Aboriginal person

"Aboriginal person" has the same meaning as in the Aboriginal Heritage Act 2006

"active library borrower" means a member of a library who has borrowed a book from the library

"annual report" means an annual report prepared by a council under section 98 of the Act

"class 1 food premises" means food premises, within the meaning of the *Food Act 1984*, that have been declared as class 1 food premises under section 19C of that Act

"class 2 food premises" means food premises, within the meaning of the *Food Act 1984*, that have been declared as class 2 food premises under section 19C of that Act

"critical non-compliance outcome notification" means a notification received by council under section 19N(3) or (4) of the *Food Act 1984*, or advice given to council by an authorized officer under that Act, of a deficiency that poses an immediate serious threat to public health

"food premises" has the same meaning as in the *Food Act 1984*

"local road" means a sealed or unsealed road for which the council is the responsible road authority under the *Road Management Act 2004*

"major non-compliance outcome notification" means a notification received by a council under section 19N(3) or (4) of the *Food Act 1984*, or advice given to council by an authorized officer under that Act, of a deficiency that does not pose an immediate serious threat to public health but may do so if no remedial action is taken

"MCH" means the Maternal and Child Health Service provided by a council to support the health and development of children within the municipality from birth until school age

"population" means the resident population estimated by council

Financial Performance Indicators

For the year ended 30 June 2023

Dimension/ <i>indicator/measure</i>	Results				Forecasts				Material Variations and Comments
	2020	2021	2022	2023	2024	2025	2026	2027	
<p>Efficiency</p> <p>Expenditure level <i>Expenses per property assessment</i></p> <p>[Total expenses / Number of property assessments]</p>	\$2,628.25	\$3,084.18	\$3,183.89	\$3,312.18	\$3,403.43	\$3,419.23	\$3,438.04	\$3,527.85	<p>Expenses have increased due to higher employee costs as FTE numbers have increased in order to resource new projects and programs. In addition the new EBA commenced in November 2022.</p> <p>Depreciation has increased significantly due to the annual Capital Works program as well as the revaluation of assets in 2022 valued at \$51.6M</p>
<p>Revenue level <i>Average rate per property assessment</i></p> <p>[Total rate revenue (general rates and municipal charges) / Number of property assessments]</p>	\$1,695.46	\$1,720.33	\$1,793.18	\$1,792.55	\$1,889.91	\$1,938.95	\$1,988.53	\$2,045.09	<p>Rates have increased in line with the Fair Go Rate Cap. Waste Charges have increased in line with cost recovery models. Property Assessments have increased very slightly.</p>

Dimension/ <i>indicator/measure</i>	Results				Forecasts				Material Variations and Comments
	2020	2021	2022	2023	2024	2025	2026	2027	
Liquidity Working capital <i>Current assets compared to current liabilities</i> [Current assets / Current liabilities] x100	441.28%	290.53%	324.89%	470.82%	355.10%	327.54%	308.23%	317.44%	Current Assets have increased due to a higher cash balance at year end. This is due to the advanced receipt of the Victorian Grants Commission and delayed Capital Works Expenditure, such as the delayed Aqua Energy Project, which will now commence in 2023/24. Current Liabilities have decreased as unearned revenue is significantly lower than at 30 June 2022.
Unrestricted cash <i>Unrestricted cash compared to current liabilities</i> [Unrestricted cash / Current liabilities] x100	118.37%	14.40%	56.16%	12.88%	111.08%	86.36%	69.57%	74.38%	Unrestricted Cash has decreased as there is a higher percentage of cash in financial assets instead of maintaining a high cash and cash equivalents balance to increase interest earning capacity. In 2023/24 funds held for carried forwards capital works are not budgeted for as rates funded projects are planned to be completed at 30 June, this results in an increase in budgeted unrestricted cash. As cash is spent to fund annual programs the total unrestricted cash will gradually reduce after the peak in 2023/24.

Dimension/ <i>indicator/measure</i>	Results				Forecasts				Material Variations and Comments
	2020	2021	2022	2023	2024	2025	2026	2027	
Obligations Loans and borrowings <i>Loans and borrowings compared to rates</i> [Interest bearing loans and borrowings / Rate revenue] x100	2.08%	1.62%	1.13%	0.67%	10.65%	23.35%	26.04%	25.41%	In 2022/23 debt was reduced to insignificant amounts as planned borrowings were put on hold. Debt levels will increase over the next few years to fund infrastructure projects.
<i>Loans and borrowings repayments compared to rates</i> [Interest and principal repayments on interest bearing loans and borrowings / Rate revenue] x100	9.89%	0.60%	0.55%	0.50%	0.27%	1.50%	3.03%	3.57%	In 2022/23 debt was reduced to insignificant amounts as planned borrowings were put on hold. Debt levels will increase over the next few years to fund infrastructure projects.
Indebtedness <i>Non-current liabilities compared to own source revenue</i> [Non-current liabilities / Own source revenue] x100	21.48%	19.34%	22.00%	21.03%	22.08%	30.80%	30.06%	28.69%	Debt has steadily decreased as current loans are repaid; debt is budgeted to increase over the next few years as Council plans to fund major infrastructure projects. Rates are expected to maintain a steady increase at the Rate Cap percentage.
Asset renewal and upgrade <i>Asset renewal and upgrade compared to depreciation</i> [Asset renewal and asset upgrade expense / Asset depreciation] x100	119.13%	134.72%	111.67%	97.10%	111.19%	130.12%	119.08%	112.17%	Depreciation has increased significantly due to the annual Capital Works program as well as the revaluation of assets in 2022 valued at \$51.6M. In addition, several upgrade renewal projects did not progress as much as expected due to delays in supply, retendering projects or delays in contractor availability.

Dimension/ <i>indicator/measure</i>	Results				Forecasts				Material Variations and Comments
	2020	2021	2022	2023	2024	2025	2026	2027	
<p>Operating position</p> <p><i>Adjusted underlying result</i> <i>Adjusted underlying surplus (or deficit)</i></p> <p>[Adjusted underlying surplus (deficit)/ Adjusted underlying revenue] x100</p>	12.14%	0.33%	6.10%	8.66%	-0.15%	0.18%	0.79%	1.26%	<p>The adjusted underlying surplus is a significant increase due to the \$17.1M Victorian Grants Commission Advance received in 2022/23. This will be used to fund operational activities in 2023/24. Council has also received significant capital grant funding for various capital sporting infrastructure projects. High cash balances and inflated interest rates have seen interest on investments increase by \$3.3M over 2021/22. Interest in the following years is expected to reduce as cash is spent on the long term Capital Works program.</p>
<p>Stability</p> <p><i>Rates concentration</i> <i>Rates compared to adjusted underlying revenue</i></p> <p>[Rate revenue / Adjusted underlying revenue] x100</p>	63.39%	62.16%	59.25%	55.91%	62.89%	63.94%	64.76%	64.54%	<p>The increase in the adjusted underlying surplus due to the \$17.1M Victorian Grants Commission Advance has increased the proportion of grant income to rates received in 2022/23.</p>

Dimension/ <i>indicator/measure</i>	Results				Forecasts				Material Variations and Comments
	2020	2021	2022	2023	2024	2025	2026	2027	
<p>Rates effort <i>Rates compared to property values</i></p> <p>[Rate revenue / Capital improved value of rateable properties in the municipality] x100</p>	0.55%	0.52%	0.40%	0.41%	0.37%	0.37%	0.37%	0.38%	<p>Property values have had significant increases in 2022/23 but will be balanced by a reduction in the rate in the dollar in order to maintain the Fair Go Rates cap.</p> <p>Rates have increased in line with the Fair Go Rates Cap. Property Values have increased by the annual rates revaluation.</p>

Definitions

"adjusted underlying revenue" means total income other than:

- (a) non-recurrent grants used to fund capital expenditure; and
- (b) non-monetary asset contributions; and
- (c) contributions to fund capital expenditure from sources other than those referred to above

"adjusted underlying surplus (or deficit)" means adjusted underlying revenue less total expenditure

"asset renewal expenditure" means expenditure on an existing asset or on replacing an existing asset that returns the service capability of the asset to its original capability

"current assets" has the same meaning as in the AAS

"current liabilities" has the same meaning as in the AAS

"non-current assets" means all assets other than current assets

"non-current liabilities" means all liabilities other than current liabilities

"non-recurrent grant" means a grant obtained on the condition that it be expended in a specified manner and is not expected to be received again during the period covered by a council's Strategic Resource Plan

"own-source revenue" means adjusted underlying revenue other than revenue that is not under the control of council (including government grants)

"population "means the resident population estimated by council

"rate revenue" means revenue from general rates, municipal charges, service rates and service charges

"recurrent grant "means a grant other than a non-recurrent grant

"residential rates" means revenue from general rates, municipal charges, service rates and service charges levied on residential properties

"restricted cash" means cash and cash equivalents, within the meaning of the AAS, that are not available for use other than for a purpose for which it is restricted, and includes cash to be used to fund capital works expenditure from the previous financial year

"unrestricted cash" means all cash and cash equivalents other than restricted cash.

Other Information

For the year ended 30 June 2023

Basis of preparation

Council is required to prepare and include a performance statement within its annual report. The performance statement includes the results of the prescribed sustainable capacity, service performance and financial performance indicators and measures together with a description of the municipal district and an explanation of material variations in the results. This statement has been prepared to meet the requirements of the *Local Government Act 2020* and *Local Government (Planning and Reporting) Regulations 2020*.

Where applicable the results in the performance statement have been prepared on accounting bases consistent with those reported in the Financial Statements. The other results are based on information drawn from council information systems or from third parties (e.g. Australian Bureau of Statistics).

The performance statement presents the actual results for the current year and for the prescribed financial performance indicators and measures, the results forecast by the council's financial plan. The *Local Government (Planning and Reporting) Regulations 2020* requires explanation of any material variations in the results contained in the performance statement. Council has adopted materiality thresholds relevant to each indicator and measure and explanations have not been provided for variations below the materiality thresholds unless the variance is considered to be material because of its nature.

The forecast figures included in the performance statement are those adopted by council in its financial plan on 19 October 2021 and which forms part of the council plan. The financial plan includes estimates based on key assumptions about the future that were relevant at the time of adoption and aimed at achieving sustainability over the long term. Detailed information on the actual financial results is contained in the General Purpose Financial Statements.

The financial plan can be obtained by visiting the Wellington Shire Council website www.wellington.vic.gov.au.

Certification of the Performance Statement

In my opinion, the accompanying performance statement has been prepared in accordance with the *Local Government Act 2020* and the Local Government (Planning and Reporting) Regulations 2020.

Ian Carroll *CPA*
Principal Accounting Officer
Dated:

In our opinion, the accompanying performance statement of the Wellington Shire Council for the year ended 30 June 2023 presents fairly the results of council's performance in accordance with the *Local Government Act 2020* and the Local Government (Planning and Reporting) Regulations 2020.

The performance statement contains the relevant performance indicators, measures and results in relation to service performance, financial performance and sustainable capacity.

At the date of signing, we are not aware of any circumstances that would render any particulars in the performance statement to be misleading or inaccurate.

We have been authorised by the council and by the Local Government (Planning and Reporting) Regulations 2020 to certify this performance statement in its final form.

Cr Garry Stephens
Councillor
Dated:

Cr Gayle Maher
Councillor
Dated:

David Morcom
Chief Executive Officer
Dated:

13.4. ELECTION PERIOD POLICY REVIEW

ACTION OFFICER: MANAGER ORGANISATIONAL PERFORMANCE AND GOVERNANCE

PURPOSE

To approve the revised Election Period Policy for a period of community engagement.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council approve the revised Election Period Policy for a 14-day community engagement period from 20 September 2023 to 4 October 2023.

BACKGROUND

Policy holds a key role in the good governance of the Council and supports the objectives and functions of Council as described in the *Local Government Act 2020* ('the Act'). A listing of policies which have been adopted by Council are available on the Council Policies page of the Wellington Shire Council website. Periodically, policies are reviewed and modified as required due to legislative, strategic, planning and procedural amendments.

The Act provides that the election period (a) starts at the time that nominations close on nomination day; and (b) ends at 6 p.m. on election day;

For the 2024 general election, the election period will apply from 24 September 2024 until 6pm on 26 October 2024, inclusive.

An Election Period Policy must prohibit any Council decision during the election period for a general election that:

- (a) relates to the appointment or remuneration of the Chief Executive Officer but not to the appointment or remuneration of an Acting Chief Executive Officer; or
- (b) commits the Council to expenditure exceeding one per cent of the Council's income from general rates, municipal charges and service rates and charges in the preceding financial year; or
- (c) the Council considers could be reasonably deferred until the next Council is in place; or
- (d) the Council considers should not be made during an election period.

An Election Period Policy must also "prohibit any Council decision during the election period for a general election or by-election that would enable the use of Council resources in a way that is intended to influence, or is likely to influence voting at the election" (section 69 (3) of the Act).

Section 123 of the Act (Misuse of Position) prescribes serious penalties for any Councillor who inappropriately makes use of their position or information obtained in their role, to gain an advantage, or disadvantage another.

These statutory requirements are minimum governance standards only. The Election Period Policy is to be read in conjunction with the Councillor Code of Conduct and Employee Code of Conduct, which further defines the expectations on Council, Councillors and Council staff.

The Election Period Policy also expands on the list of matters Council will treat as significant decisions and provides a process for dealing with them.

As part of a recent policy review, several amendments have been made including:

- Incorporation of new *Local Government Act 2020* provisions relating to the Election Period;
- Addition of requirements for a Councillor or member of Council staff who is a candidate in an election including a Federal, State or Council election.

The attached Summary of Amendments table provides further details of the revisions.

As the Election Period Policy forms Appendix 1 of the Governance Rules, it is proposed that the Election Period Policy will be made available for a period of community engagement. This provides the community with an opportunity to review the proposed amendments and submit any feedback or comment for consideration.

At the end of the community engagement, Council Officers will consolidate comments and feedback and consider all submissions to assist in making further recommendations to Council. Following the community consultation period, any required changes to the policy will be made before it is presented to Council for consideration.

ATTACHMENTS

1. Election Period Policy Summary of Amendments [**13.4.1** - 6 pages]
2. Election Period Policy [**13.4.2** - 11 pages]

OPTIONS

Council has the following options available:

1. Approve the revised Election Period Policy for a 14-day community engagement period from 20 September 2023 to 4 October 2023.
2. Not approve the revised Election Period Policy for a community engagement period and request further review of the policy for consideration at a future meeting of Council.

PROPOSAL

That Council approve the revised Election Period Policy for a 14-day community engagement period from 20 September 2023 to 4 October 2023.

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 Election Period Policy is an Appendix of the Wellington Shire Council Governance Rules. In accordance with the Governance Rules, 'At least once in each Council term and, not later than 12 months prior to the commencement of an election period, Council will review its Election Period Policy'. The updated policy will be included in the Governance Rules once adopted.

COUNCIL POLICY IMPACT

The Election Period Policy must be adopted in accordance with the *Local Government Act 2020*. The updated policy will be uploaded to the policy library on the Wellington Shire Council website once adopted.

COUNCIL PLAN IMPACT

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

RESOURCES AND STAFF IMPACT

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

COMMUNITY IMPACT

The policy aims to ensure that general elections are conducted in a manner that is ethical, fair and equitable, are publicly perceived as such and support the conduct of good governance for Council.

ENVIRONMENTAL IMPACT

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

ENGAGEMENT IMPACT

A key part of the Governance Rules is a focus on Council's engagement with the community and to ensure processes of public consultation to foster an environment of transparency. As the Election Period Policy forms Appendix 1 of the Governance Rules, the Election Period Policy will be made available for a period of community engagement. This provides the community with an opportunity to review the proposed amendments and submit any feedback or comment for consideration.

RISK MANAGEMENT IMPACT

Through the provision of clear guidance, policy and process for Councillors and staff, Council significantly reduces its risk of instances of non-adherence to the requirements of the *Local Government Act 2020* during the election period.

ATTACHMENT: SUMMARY OF AMENDMENTS

POLICY NUMBER 2.4.10: Election Period Policy

PURPOSE: *The purpose of this policy is to outline the continuation of the ordinary business of Wellington Shire Council throughout the election period in a responsible and transparent manner, in accordance with statutory requirements and best practice. This policy aims to ensure that elections are conducted in an ethical, fair and equitable manner and are publicly perceived as such.*

This policy commits Council during a Council election period to:

- *avoid making decisions prohibited by the Local Government Act 2020 and decisions that could unreasonably bind a future Council; and*
- *ensure that public resources, including staff resources, are not used in election campaigning or in a way that may improperly influence the result of an election, or improperly advantage existing Councillors as candidates in the election.*

This policy also sets out the requirements for a Councillor or member of Council staff standing as candidates in a Federal, State or Council election.

SUMMARY OF AMENDMENTS

SECTION	AMENDMENT TYPE	AMENDMENT
-	-	Various grammar, punctuation and re-ordering changes made throughout
OVERVIEW	INSERTION	<p>The purpose has been clarified: <i>The purpose of this policy is to outline the continuation of the ordinary business of Wellington Shire Council throughout the election period in a responsible and transparent manner, in accordance with statutory requirements and best practice.</i></p> <p>The information has been added to the policy to align with the requirements which have been set out within the Governance Rules: <i>This policy also sets out the requirements for a Councillor or member of Council staff who is standing as candidates in a Federal, State or Council election.</i></p>

SECTION	AMENDMENT TYPE	AMENDMENT
DECISION MAKING	INSERTION	<p>The following has been included to align with section 69 of the Act <i>Section 69 of the Act prohibits any Council decision including decisions by delegated committees or members of Council staff acting under a delegation given by Council, during the election period for a general election that—relates to the appointment or remuneration of the Chief Executive Officer but not to the appointment or remuneration of an Acting Chief Executive Officer; or commits the Council to expenditure exceeding one per cent of the Council's income from general rates, municipal charges and service rates and charges in the preceding financial year; or the Council considers could be reasonably deferred until the next Council is in place; or the Council considers should not be made during an election period.</i> <i>Additionally, section 69 (3) of the Act requires Council to prohibit any decision that would enable the use of Council resources that is intended to or would likely influence voting at the election.</i></p> <p>The following paragraphs have been included to explain the options in the Election Period Statement: <i>In extraordinary circumstances, an exception may apply to a proposed significant decision as defined by this policy, if the negative consequences of a failure to make a decision on the matter outweigh the consequences of binding an incoming Council. The matter must first be approved by the Chief Executive Officer and a Council resolution made setting out clear reasons for the exception.</i> <i>Under section 177 of the Act, an exemption from the Minister for Local Government may be sought for a decision that is prohibited under section 69 of the Act, if Council considers that extraordinary circumstances exist which require such a decision. The matter must first be approved by the Chief Executive Officer and a Council resolution made to seek ministerial exemption.</i></p>
ELECTION PERIOD STATEMENT	INSERTION	Heading of Election Period Statement added for clarity

SECTION	AMENDMENT TYPE	AMENDMENT
ELECTION PERIOD STATEMENT	AMENDMENT	<p>Options have been reworded with reference to the relevant sections of the Act, significant decisions as defined by the policy, and the information in the previous paragraphs: <i>The “Election Period Statement” will state:</i> <i>This report is being considered by Council during an election period. The recommendations, if moved and carried by Council: [insert one of the following options as appropriate] -</i></p> <ul style="list-style-type: none"> <i>a) Constitute neither prohibited decisions in accordance with section 69 (2) and (3) of the Local Government Act 2020, nor significant decisions within the meaning of Council’s Election Period Policy</i> <i>b) Do not constitute a prohibited decision in accordance with section 69 (2) and (3) of the Local Government Act 2020, but do constitute a significant decision within the meaning of Council’s Election Period Policy. An exception is required for the following reasons: [insert reasons for exception]</i> <i>c) Seek an exemption from the Minister for Local Government because the matter requires a prohibited decision within the meaning of section 69 (2) and 69 (3) of the Local Government Act 2020 [insert reasons for exemption].</i> <i>d) Constitute a prohibited decision within the meaning of section 69 (2) or 69 (3) of the Local Government Act 2020, but compliance exemption was sought from the Minister for Local Government in accordance with section 177 of the Act and was granted on [insert date].</i> <p><i>Councillors are reminded that, under the Wellington Shire Council Election Period Policy 2023, they cannot make a decision during the election period that would be binding on the incoming Council.</i> <i>Councillors are also not permitted to use the public forum provided by the Council Meeting for purposes of campaigning, or to use their position to gain electoral advantage or to disadvantage another candidate.</i></p>
PUBLIC CONSULTATION	AMENDMENT	<p>Explanation of ‘public consultation’ updated to link to the Community Engagement Principles. <i>This incorporates the use of the Community Engagement Principles.</i></p>
COUNCIL RESOURCES	AMENDMENT	<p>Direct reference to the Act included instead of ‘established democratic principle’ and for improved clarity expanded that prohibition on using council resources extends to federal or state elections. <i>Section 304(1) of the Act prohibits a Councillor or member of Council staff from using Council resources in a way that is intended to, or is likely to, affect the result of an election, including Federal, State or other Council elections.</i></p>
MAJOR POLICY DECISIONS	DELETED	<p>Major policy decisions removed as is replaced by the ‘prohibited decisions’ as defined in the Act.</p>
ASSISTANCE TO CANDIDATES	DELETED	<p>Definition of ‘donation period’ deleted as it appears in the definitions.</p>
COMMUNICATION	INSERTION	<p>For clarity, the following has been included <i>Where a spokesperson is required, the Chief Executive Officer or delegate will determine the appropriate person.</i></p>

SECTION	AMENDMENT TYPE	AMENDMENT
COUNCIL PUBLICATIONS	INSERTION	<p>The following addition is in line with the Local Government Act 2020.</p> <p><i>Section 304 of the Act makes it an offence to misuse resources to affect an election or intentionally produce election material during an election period.</i></p> <p><i>A Councillor or member of Council staff must not use Council resources to intentionally or recklessly print, publish or distribute or cause, permit or authorise to be printed, published or distributed any electoral material during the election period on behalf of, or purporting to be on behalf of, the Council unless the electoral material only contains information about the election process or is otherwise required in accordance with, or under, any Act or regulation.</i></p>
COUNCIL PUBLICATIONS	DELETION	<p>The Election Period Policy included a requirement for the CEO to certify council publications. However, this was a requirement under Section 55D of the Local Government Act 1989 (1989 Act). As this is no longer a requirement of the <i>Local Government Act 2020</i>, all references to certification by the CEO and references to Section 290 of the <i>Local Government 1989 Act</i> have been removed.</p>
COUNCIL PUBLICATIONS	INSERTION	<p>While the requirement for CEO Certification has been removed, a process to manage the approval of Council publications during the election period has been added.</p> <p><i>Management of communications intended for release during the election period:</i> <i>Any Council publication which is potentially affected by this policy must be presented for review and approval by Council's Coordinator Communications and Media prior to publication. This is to ensure that any circulated, displayed or otherwise publicly available material during the Election Period does not contain material that may be construed as 'electoral matter'.</i></p>
COUNCILLOR TO DECLARE THEIR CANDIDACY IN A STATE OR FEDERAL ELECTION	NEW SECTION	<p>This information inserted is in accordance with the adopted Councillor Code of Code, and has been included in the Election Policy for consistency.</p> <p><i>In accordance with the Councillor code of conduct, a Councillor who nominates as a candidate for a state or federal election, must apply for leave of absence from the Council and this leave of absence must commence no later than the date of their nomination as a candidate with the relevant electoral commission for the election and conclude no earlier than the close of voting for the election. During this period, a Councillor who is on a leave of absence must not attend meetings of the Council or otherwise act as a Councillor.</i></p>

SECTION	AMENDMENT TYPE	AMENDMENT
COUNCIL STAFF STANDING AS CANDIDATES IN A STATE OR FEDERAL ELECTION	NEW SECTION	<p>This information is inserted to provide clarity to Council staff of their obligations in the event of candidacy for a State or Federal Election.</p> <p><i>As soon as practicable after becoming a candidate in a state or federal election, a member of Council staff must advise the Chief Executive Officer in writing.</i></p> <p><i>Members of Council staff standing as candidates are required to comply with Council policies, particularly in relation to declaring and managing any possible real or perceived conflicts of interests, and as a risk mitigation strategy, are encouraged to take a leave of absence from the formal nomination date until election day. Other measures may also be required.</i></p>
COUNCIL STAFF STANDING FOR ELECTION AS COUNCILLOR	NEW SECTION	<p>This information is inserted to provide clarity to Council staff of their obligations in the event of candidacy for a municipal election in accordance with the <i>Local Government Act 2020</i>.</p> <p><i>In the event that a member of Council staff stands for election as a Councillor for Wellington Shire Council, they must:</i></p> <p><i>Inform the Chief Executive Officer immediately on becoming a candidate for Election</i> <i>In accordance with sections 34 and 256 of the Act, take leave for the duration of the election period to stand for election to the office of Councillor (with leave commencing, at the latest, from the time of nominating as a candidate)</i> <i>Return any Council equipment (including, but not limited to, motor vehicles, telephones and computers), documents or information that is not available to the public for the duration of the election period</i> <i>If elected, resign as a Council staff member in accordance with section 34 and 256 of the Act immediately upon being declared elected.</i></p> <p><i>A member of Council staff may stand for election for another Council without being required to follow the above process but they must continue to comply with this policy and Employee Code of Conduct as a Council staff member including declaring any possible real or perceived conflicts of interest.</i></p>

ELECTION PERIOD POLICY

Policy Number:	2.4.10
Approved by:	Council
Date Approved:	September 2023
Date of Next Review:	June 2027
Applicable to Unit(s):	Councillors and Organisation
Responsible Officer:	Manager Organisational Performance and Governance
Related Policies:	Provision of Motor Vehicles for Councillors Policy Council Expense and Administration Policy
Related Documents:	Election Campaign Donation Returns Register Employee Code of Conduct Councillor Code of Conduct
Statutory Reference:	<i>Local Government Act 2020</i>

OVERVIEW

The purpose of this policy is to outline the continuation of the ordinary business of Wellington Shire Council throughout the election period in a responsible and transparent manner, in accordance with statutory requirements and best practice.

This policy aims to ensure that elections are conducted in an ethical, fair and equitable manner and are publicly perceived as such.

This policy commits Council during a Council election period to:

- avoid making decisions prohibited by the *Local Government Act 2020* and decisions that could unreasonably bind a future Council; and
- ensure that public resources, including staff resources, are not used in election campaigning or in a way that may improperly influence the result of an election, or improperly advantage existing Councillors as candidates in the election.

This policy also sets out the requirements for a Councillor or member of Council staff standing as candidates in a federal, state or council election.

THE POLICY

1. Background

- 1.1 The local government sector adopts an Election Period Policy to avoid actions and decisions that may be perceived as influencing voters or binding an incoming Council. Specific provisions have been incorporated in the *Local Government Act 2020* (the Act), that prohibit Council from making prohibited policy decisions or publishing or distributing electoral matter in an election period.
- 1.2 Section 69 of the Act prescribes the conduct of a Council during the election period. This policy sets requirements to ensure that Council complies with the Act so the elections for Council are conducted in a manner that is fair, equitable, upholds the highest standards of democratic governance and is publicly perceived as such.

2. Definitions

It should be noted that some of the terms used in this policy are defined in the *Local Government Act 2020* (the Act) and their use in this policy is consistent with the Act.

Community engagement principles means the principles specified in section 56 of the Act as follows:

The community engagement principles

The following are the community engagement principles—

- (a) *a community engagement process must have a clearly defined objective and scope;*
- (b) *participants in community engagement must have access to objective, relevant and timely information to inform their participation;*
- (c) *participants in community engagement must be representative of the persons and groups affected by the matter that is the subject of the community engagement;*
- (d) *participants in community engagement are entitled to reasonable support to enable meaningful and informed engagement;*
- (e) *participants in community engagement are informed of the ways in which the community engagement process will influence Council decision making.*

Donation period means the period—

- (a) commencing on whichever is the later of—
 - (i) 30 days after the last general election for the Council; or
 - (ii) 30 days after the last election for the Council at which the person required to give the election campaign donation return was a candidate; and
- (b) ending 30 days after election day in the current election for the Council;

Election unless otherwise expressly provided, a reference to an election means a reference to the following—

- (a) a general election conducted under section 257 of the Act;
- (b) a by-election conducted under section 260 of the Act;
- (c) a countback conducted under section 261 of the Act.

Election period means the period that—

- (a) starts at the time that nominations close on nomination day; and
- (b) ends at 6 p.m. on election day;

Electoral material means an advertisement, handbill, pamphlet or notice that contains electoral matter, but does not include an advertisement in a newspaper that is only announcing the holding of a meeting.

Electoral matter is not defined in the Act but has the same meaning as matter which is intended or likely to affect voting in an election but does not include any electoral material produced by or on behalf of the Election Manager for the purposes of conducting an election.

Public consultation is not defined in the Act but means a process which involves an invitation or invitations to individuals, groups, organisations or the community generally to comment on an issue or proposed action, proposed policy, and includes discussion of that matter with the public.

Publish means publish by any means including by publication on the Internet.

Significant decision is not defined in the Act, but in this policy means a Council decision, including decisions by delegated committees or members of Council staff acting under a delegation given by Council, during an election period that:

- (a) may irrevocably commit the incoming Council to substantial expenditure or to other significant actions; and/or
- (b) may have an irrevocable or significant impact on the municipality or a significant section of the community.

3. Election Period

- 3.1 Commences 32 days prior to the election at midnight, being the last day on which nominations for that election can be received, and ends at 6:00pm on election day.
- 3.2 The Chief Executive Officer will ensure that all employees are informed of the requirements of this policy in advance of the election period commencing.

4. Decision Making

- 4.1 Careful consideration will be given to what Council decisions, including decisions by delegated committees or members of Council staff acting under a delegation given by Council, should be made in the election period, so that the incoming Councillors are not unreasonably compromised.
- 4.2 It is an established democratic practice that elected bodies should not unnecessarily bind government during an election period. The Council therefore commits to the principle that it will make every endeavour to avoid making decisions that bind the incoming Council.
- 4.3 Section 69 of the Act prohibits any Council decision, including decisions by delegated committees or members of Council staff acting under a delegation given by Council, during the election period for a general election that—
 - (a) relates to the appointment or remuneration of the Chief Executive Officer but not to the appointment or remuneration of an Acting Chief Executive Officer; or
 - (b) commits the Council to expenditure exceeding one per cent of the Council's income from general rates, municipal charges and service rates and charges in the preceding financial year; or
 - (c) the Council considers could be reasonably deferred until the next Council is in place; or
 - (d) the Council considers should not be made during an election period.
- 4.4 Additionally, section 69(3) of the Act requires Council to prohibit any decision that would enable the use of Council resources that is intended to or would likely influence voting at the election.
- 4.5 In addition to complying with all requirements of Section 69 of the Act, significant decisions as defined within this policy are also prohibited. Council will avoid making other decisions during the election period that are of a significant nature and would unreasonably bind the incoming Council.
- 4.6 Examples of inappropriate actions and decisions include:
 - allocation of community grants or other direct funding to community organisations;
 - major planning scheme amendments;
 - awarding of contracts both civil and service;
 - changes to strategic objective;
 - changes to strategies in the Council Plan;

- asking Questions on Notice;
- submitting Notices of Motion; and
- introduction of Late Items.

- 4.7 Ordinary Council, Unscheduled Council and Delegated Committee Meeting agendas and/or minutes are to be carefully vetted by the Chief Executive Officer and/or Corporate Management Team to ensure that no agenda item is included in any council agenda during the election period that could potentially influence voters' intentions or encourage candidates to use as part of electioneering under section 69(2) of the Act.
- 4.8 In extraordinary circumstances, an exception may apply to a proposed significant decision as defined by this policy, if the negative consequences of a failure to make a decision on the matter outweigh the consequences of binding an incoming Council. The matter must first be approved by the Chief Executive Officer and a Council resolution made setting out clear reasons for the exception.
- 4.9 Under section 177 of the Act, an exemption from the Minister for Local Government may be sought for a decision that is prohibited under section 69 of the Act, if Council considers that extraordinary circumstances exist which require such a decision. The matter must first be approved by the Chief Executive Officer and a Council resolution made to seek ministerial exemption.
- 4.10 **Election Period Statement**

During the election period, the Chief Executive Officer will ensure that an "Election Period Statement" is included at the start of each report submitted to an Ordinary Council Meeting and/or Unscheduled Meeting for a decision.

The "Election Period Statement" will state:

This report is being considered by Council during an election period. The recommendations, if moved and carried by Council: [insert one of the following options as appropriate] -

- (a) Constitute neither prohibited decisions in accordance with section 69 (2) and (3) of the Local Government Act 2020, nor significant decisions within the meaning of Council's Election Period Policy.*
- (b) Do not constitute a prohibited decision in accordance with section 69 (2) and (3) of the Local Government Act 2020, but do constitute a significant decision within the meaning of Council's Election Period Policy. An exception is required for the following reasons: [insert reasons for exception].*
- (c) Seek an exemption from the Minister for Local Government because the matter requires a prohibited decision within the meaning of section 69 (2) and 69 (3) of the Local Government Act 2020. An exemption is required for the following reasons: [insert reasons for exemption].*
- (d) Constitute a prohibited decision within the meaning of section 69 (2) or 69 (3) of the Local Government Act 2020, but compliance exemption was sought from the Minister for Local Government in accordance with section 177 of the Act and was granted on [insert date].*

Councillors are reminded that, under the Wellington Shire Council Election Period Policy 2023, they cannot make a decision during the election period that would be binding on the incoming Council.

Councillors are also not permitted to use the public forum provided by the Council Meeting for purposes of campaigning, or to use their position to gain electoral advantage or to disadvantage another candidate.

5. Public Consultation

- 5.1 Public consultation means a process which involves an invitation or invitations to individuals, groups, organisations or the community generally to comment on an issue or proposed action, proposed policy, and includes discussion of that matter with the public. This incorporates the use of the Community Engagement Principles.
- 5.2 Public consultation may be undertaken during the election period to facilitate the day to day business of Council, to ensure matters continue to be proactively managed. Consultation will avoid express or implicit links to the election. In view of the potential for a matter or issue to become contentious or politically sensitive in the course of an election period, Council reserves the right to postpone a matter if the issue is likely to affect voting.
- 5.3 The requirements of 5.2 do not apply to public consultation required under the *Planning and Environment Act 1987*.

6. Council Resources

- 6.1 Section 304(1) of the Act prohibits a Councillor or member of Council staff from using Council resources in a way that is intended to, or is likely to, affect the result of an election, including federal, state or other Council elections.
- 6.2 Council resources, including offices, support staff, hospitality services, equipment such as mobile phones, laptops, tablets and printers, and stationery will be used exclusively for normal Council business during the election period, and shall not be used in connection with any electioneering activity.
- 6.3 Reimbursements of Councillor's out-of-pocket expenses during the election period will only apply to costs that have been incurred in the performance of normal Council duties, and not for expenses that could be perceived as supporting or being connected with a candidate's election campaign.
- 6.4 No Council logos, letterheads or other corporate branding will be used for, or linked in any way to, a candidate's election campaign.
- 6.5 Photos or images taken or provided by Council are not to be used by Councillors for the purposes of electioneering or in support of their election campaign. This applies equally to images on Council's website that may be copied.
- 6.6 No election material or active campaigning is to be conducted at Council sponsored events or be displayed in any Council building.
- 6.7 In any circumstances where the use of Council resources might be construed as being related to a candidate's election campaign, the matter must be referred to the Chief Executive Officer or their delegate.
- 6.8 To ensure compliance, the Council will observe the following during the election period:
 - 6.8.1 Public events will only be organised and run if it is totally unavoidable to conduct such events during the election period and then only with the express permission of the Chief Executive Officer;
 - 6.8.2 Speeches for Councillors will only be prepared by the Communications and Media business unit in relation to events that are part of normal services or operation of the Council and such speeches will not be circulated or available for publication;
 - 6.8.3 Media services, including media releases, will not be provided to Councillors during the election period;
 - 6.8.4 Media releases will not mention or quote any Councillor(s) during the election period;

- 6.8.5 All Council newsletters will not be circulated or printed during the election period; and
- 6.8.6 Neither the Council logo nor Council stationery will be used by Councillors in any way that relates to the election.

7. Equipment and facilities provided to Councillors for the purpose of conducting normal Council business will not be used for campaigning purposes

- 7.1 Where Councillors have Council funded services, such as mobile phones, land lines and internet connections, and where it is impractical for Councillors to discontinue their use of these during the election period, Councillors will reimburse the Council for usage of those services during the election period that exceeds normal usage levels. Councillors may wish to consider the specific ways to administer this procedure. For instance, Councillors may decide to use a private phone for all election enquiries and publicise such number on election material.
- 7.2 Councillors standing for re-election must not use Council equipment as a resource to assist with election campaigns. This includes photos or images provided by Council for past Council specific activities.

8. Information

8.1 Candidates' Access to Information

Sitting Councillors will continue to receive information that is necessary to fulfill their existing elected roles, however sitting Councillors and candidates will not receive information or advice from Council officers that may improperly advantage candidates in the elections.

There will be complete transparency in the provision of all information and advice during the election period.

8.2 Information Request Register

An Information Request Register will be maintained by the Corporate Services division during the election period. This register will be a public document that records all requests relating to electoral matters and non-routine requests for information by Councillors and candidates, and the responses given to those requests.

Responses to Councillors and candidate requests will be provided by the Chief Executive Officer or General Managers. Managers will be required to discuss the request and the proposed response with their General Manager prior to the response being provided.

Only Information that can reasonably be accessed will be released.

9. Misuse and Improper Direction of Position

- 9.1 Section 123 of the Act prescribes serious penalties for any Councillor who inappropriately makes use of their position or information obtained in the role of a Councillor, to gain or attempt to gain, directly or indirectly, an advantage for themselves or for any other person or to cause, or attempt to cause, detriment to the Council or another person.

10. Assistance to Candidates

- 10.1 All candidates for the Council election will be treated equally.
- 10.2 All election related enquiries from candidates, whether sitting Councillors or not, will be directed to the Election Manager or, where the matter is outside the responsibility of the Election Manager (such as the CEO list), to the Chief Executive Officer or a designated

member of Council staff.

10.3 Candidates will be informed of their obligation to complete a Nomination Form which will be available from the Election Manager and electronically via the Victorian Electoral Commission's website, accompanied by the nomination fee.

10.4 Candidates will also be informed of the requirements to complete and submit an "Election Campaign Donation Return Form" to the Chief Executive Officer within 40 days after the Election Day.

An election campaign donation form must:

- (a) Be in the prescribed form; and
- (b) Contain the prescribed detail in respect of any gifts received during the donation period, by the candidate or on behalf of the candidate, to be used for or in connection with the election campaign.

11. Communication

11.1 Council communication will not be used in any way that might influence the outcome of a Council election.

11.2 During the election period, no employee will initiate any public statement that relates to an election issue. Public statements are not only formal press releases but also verbal comments at meetings, functions and events where attending as part of their Council role.

11.3 Any requests from Councillors for media advice or assistance during the election period will be channelled through the Chief Executive Officer.

11.4 In response to media enquiries, the Chief Executive Officer, General Managers or the Communications and Media business unit will only provide a response and such information should relate to current services and operations. Where a spokesperson is required, the Chief Executive Officer or delegate will determine the appropriate person.

11.5 In the election period, no media releases will be issued quoting or featuring any Councillor.

11.6 During the election period, Council initiated communications shall be restricted to communication of normal Council activities.

11.7 No media advice or assistance will be provided to Councillors in relation to election campaign matters.

11.8 No publicity will be provided that involves specific Councillors.

11.9 Councillors should not use their position as an elected representative or their access to Council staff and other Council resources or information in support of an election campaign. This includes photos or images provided by Council for past Council activities.

11.10 Contact with the local media will be restricted to the communication of normal Council activities and responding to questions not involving the election or possible election outcomes.

11.11 Publicity of Council events (if any during the election period) will be restricted to the communication of factual material and will not mention or quote any Councillor.

11.12 Councillor participation at Council sponsored events (if any during the election period) should not be used to gain attention in support of an election campaign. Council sponsored events includes launches, events, and any other public forum outside of the normal Council meeting cycle – the easiest way to deal with these is to simply not have them during the election period.

12. Council Publications

12.1 Section 304 of the Act makes it an offence to misuse resources to affect the result of an election or intentionally produce election material during an election period.

12.2 A Councillor or member of Council staff must not use Council resources to intentionally or recklessly print, publish or distribute or cause, permit or authorise to be printed, published or distributed any electoral material during the election period on behalf of, or purporting to be on behalf of, the Council unless the electoral material only contains information about the election process or is otherwise required in accordance with, or under, any Act or regulation.

12.3 Management of communications intended for release during the election period:

Any Council publication which is potentially affected by this policy must be presented for review and approval by Council's Coordinator Communications and Media prior to publication. This is to ensure that any circulated, displayed or otherwise publicly available material during the election period does not contain material that may be construed as 'electoral matter'.

12.4 Electoral material has been interpreted to refer to documents produced for the purpose of communicating with the community, including:

- Council newsletters;
- Advertisements and notices, for example job advertisements and public notices of contracts;
- Media releases;
- Leaflets and brochures;
- Mailouts to multiple addresses.

All the above publications must be managed in accordance with clause 12.3.

12.5 Material is definitely electoral matter if it consists of any of the following:

- publicises the strength or weakness of a candidate;
- advocates the policies of the Council or of a candidate;
- responds to claims made by a candidate;
- publicises the achievements of the elected Council;
- publicises matters that have already been the subject of public debate;
- matters that are known to be contentious in the community and likely to be the subject of election debate;
- deals with Election Candidates' statements;
- refers to Councillors or candidates by name or by implicit reference.

12.6 The publication of material specified above applies to all of Council's websites under the auspice of Council. Any new pages on the website or new material must be managed in accordance with clause 12.3 during the election period.

12.7 The recommended practice, in line with state and federal governments, is where possible; avoid all publication activity during the election period except where it is essential for the conduct of Council operations.

- 12.8 A number of Council publications with reference to either current Councillors or candidates, both on the website and public display will be withdrawn from display during the election period.
- 12.9 During the election period, Council's website will not contain material which is precluded by this policy or the statutory requirements relating to publications. Any references to the election will only relate to the election process.
- 12.10 Profiles of the current Mayor and Councillors will be removed from Council's website during the election period but retain their contact details for their day-to-day role as a Councillor i.e. names, photos and mobile phone numbers.
- 12.11 Any new material published on Council's website during the election period that may be considered to be an advertisement, handbill, pamphlet or notice must be managed in accordance with clause 12.3.
- 12.12 Council is required by the Act to produce an annual report, and the annual report may be published during the election period. The annual report will not contain any material that could be regarded as overt electioneering or that inappropriately promotes individual Councillors but will fulfill its statutory obligations on reporting matters. In accordance with the requirements of section 100 of the Act, Council may be required to consider the annual report at a meeting of Council held during the election period.
- 12.13 Any publication on social media sites such as Facebook, Twitter or Council blogs that are under the auspice of Council must be managed in accordance with clause 12.3.

13. Councillor to declare their candidacy in a state or federal election

- 13.1 In accordance with the Councillor code of conduct, a Councillor who nominates as a candidate for a state or federal election must apply for leave of absence from the Council and this leave of absence must commence no later than the date of their nomination as a candidate with the relevant electoral commission for the election and conclude no earlier than the close of voting for the election. During this period, a Councillor who is on a leave of absence must not attend meetings of the Council or otherwise act as a Councillor.

14. Council staff standing as candidates in a state or federal election

- 14.1 As soon as practicable after becoming a candidate in a state or federal election, a member of Council staff must advise the Chief Executive Officer in writing.
- 14.2 Members of Council staff standing as candidates are required to comply with Council policies, particularly in relation to declaring and managing any possible real or perceived conflicts of interests, and as a risk mitigation strategy, are encouraged to take a leave of absence from the formal nomination date until election day. Other measures may also be required.

15. Council staff standing for election as Councillor

- 15.1 In the event that a member of Council staff stands for election as a Councillor for Wellington Shire Council, they must:
 - (a) Inform the Chief Executive Officer immediately on becoming a candidate for Election;
 - (b) In accordance with sections 34 and 256 of the Act, take leave for the duration of the election period to stand for election to the office of Councillor (with leave commencing, at the latest, from the time of nominating as a candidate);
 - (c) Return any Council equipment (including, but not limited to, motor vehicles, telephones and computers), documents or information that is not available to the

public for the duration of the election period; and

(d) If elected, resign as a Council staff member in accordance with section 34 and 256 of the Act immediately upon being declared elected.

15.2 A member of Council staff may stand for election to another Council without being required to follow the above process, but they must continue to comply with this policy and Employee Code of Conduct as a Council staff member including declaring any possible real or perceived conflicts of interest.

HUMAN RIGHTS

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

REVISION HISTORY

VERSION	MAJOR / MINOR UPDATE	SUMMARY OF CHANGES
1.0	Minor update (Dec 2022)	Updated Responsible Officer Minor formatting and grammar
1.1	Minor update (September 2023)	<p>Minor formatting and grammar.</p> <p>Purpose clarified.</p> <p>Definitions moved from Appendix to main policy. 'Major policy decision' deleted as not relevant under <i>Local Government Act 2020</i>. 'Election' and 'significant decision' added to definitions.</p> <p>Update to explanation of and the substantive election period statement to include reference to the Act and improve clarity.</p> <p>Removal of the requirement for the CEO to certify council publications. This was a requirement under Section 55D of the <i>Local Government Act 1989</i> which is no longer in force.</p> <p>Inclusion of a process to manage communications intended for release during the election period.</p> <p>Setting out the requirements for a Councillor or member of Council staff who is a candidate in an election including a federal, state or council election.</p> <p>Removal of Major Policy definition as this related to a revoked section of <i>Local Government Act 1989</i>. List of prohibited decisions updated to align with section 69 of <i>Local Government Act 2020</i>.</p>

13.5. PROGRESS OF 2021-25 COUNCIL PLAN: QUARTER 4, 2023

ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES

PURPOSE

To provide Council and the community with the Quarter 4 progress update towards achievement of our Council Plan 2021 – 2025.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council receive the attached update on progress of the 2021-25 Council Plan for Quarter 4.

BACKGROUND

Our Council Plan 2021-25 was adopted by Council in 2021 in accordance with Section 90(3) of the *Local Government Act 2020*. The Council Plan 2021-25 sets Council's priorities and direction over the four-year period. Contained within the plan are 104 actions including Major Initiatives, Initiatives and Key Projects addressing the four Strategic Directions, along with 31 Indicators of Success that align with the United Nations Sustainable Development Goals (SDGs). Progress is provided to the community through regular Council Reports in addition to the Annual Report.

The attached document provides the following overview of the 2021-25 Council Plan:

- Progress of Major Initiatives, Initiatives and Key Projects linked to each Council Plan strategic direction and outcome;
- Progress of Healthy Wellington considerations for those Major Initiatives, Initiatives and Key Projects which contain linkages to the Wellington Shire Council's Municipal Public Health and Wellbeing Plan, Healthy Wellington 2021-2025;
- 2022/23 Indicators of Success. Indicators of success are updated annually at the conclusion of the financial year.

Major Initiatives are significant projects that will directly contribute to the achievement of the Council Plan during the financial year and have a major focus in the budget.

Initiatives are actions that are one-off in nature and/or lead to improvements in service.

ATTACHMENTS

1. Quarter 4 Council Plan Progress, At a Glance - June 2023 [**13.5.1** - 5 pages]
2. Quarter 4 Council Plan Progress Report - June 2023 [**13.5.2** - 45 pages]

OPTIONS

Council has the following options available:

1. To receive the attached update on progress of the 2021-25 Council Plan for quarter 4; or
2. Not receive the attached update on progress of the 2021-25 Council Plan for quarter 4 and seek further information for consideration at a later Council meeting.

PROPOSAL

That Council receive the attached update on progress of the 2021-25 Council Plan for quarter 4.

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

LEGISLATIVE IMPACT

The provision of a Council Plan report (report reviewing the performance of the Council against the Council Plan, including the results in relation to the strategic indicators, for the first six months of the financial year) is a requirement of Local Government Performance Reporting Framework - Governance and Management checklist which is enacted by the *Local Government Act 2020*.

COUNCIL POLICY IMPACT

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

COUNCIL PLAN IMPACT

Although this impact has been assessed and does not meet a specific Council Plan strategic outcome, it does align with Council's good governance framework and the Council Plan 2021-25 commits to the following:

Council will provide regular updates to the community on how we are progressing through a variety of reporting mechanisms.

This report supports the above Council Plan commitment.

RESOURCES AND STAFF IMPACT

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

COMMUNITY IMPACT

Council continues to work in partnership with the community of Wellington Shire to deliver the Council Plan 2021-25.

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.

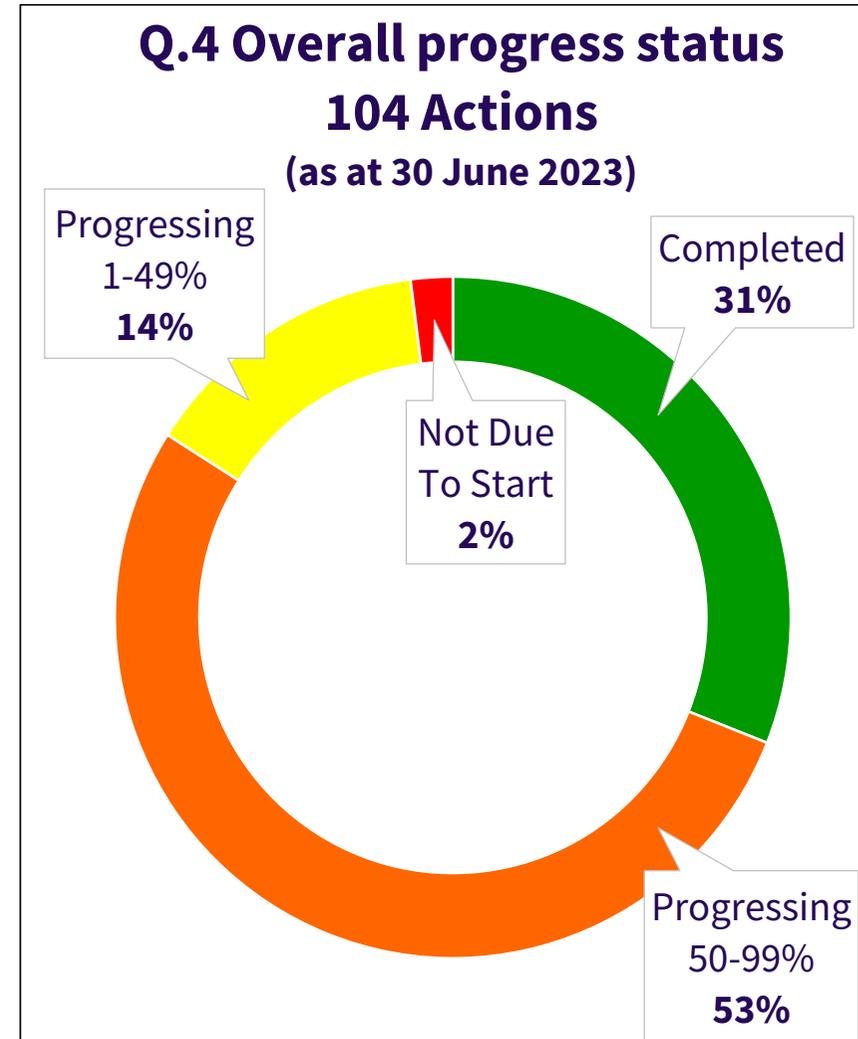
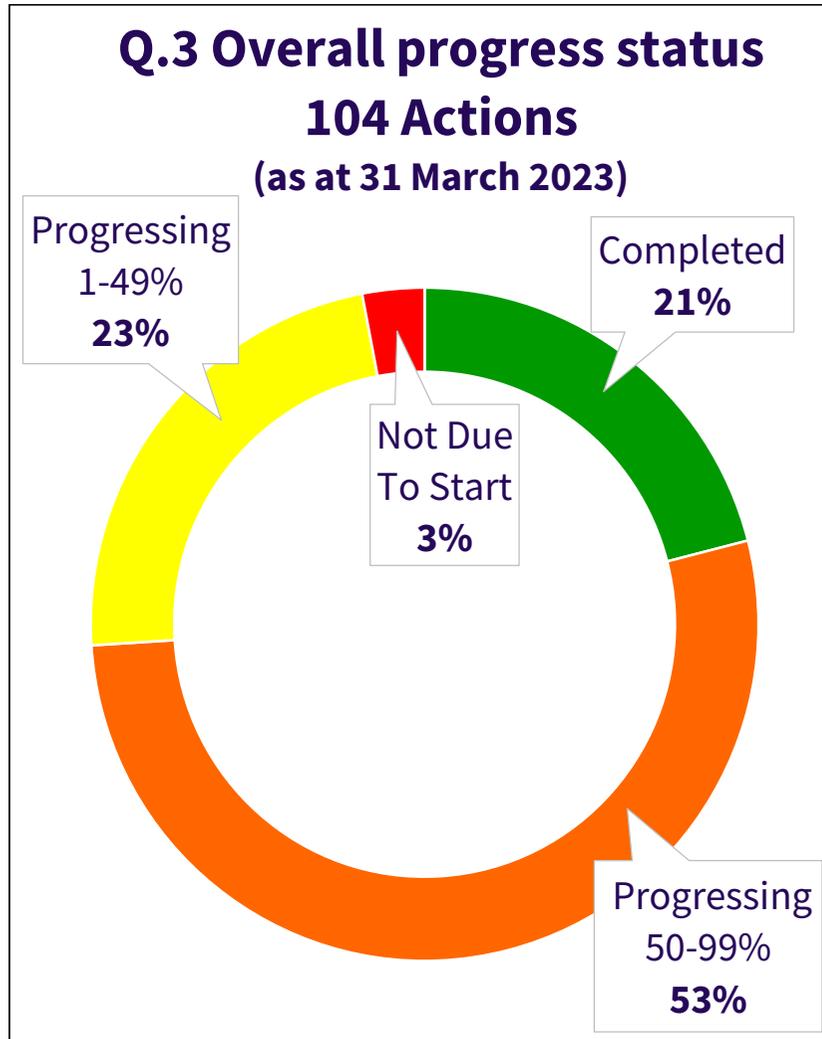
RISK MANAGEMENT IMPACT

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

Q4 Council Plan Progress – at a glance

Includes: Major Initiatives, Initiatives and Key Projects

Current as at 30 June 2023



Q4 Council Plan Progress – at a glance

Includes: Major Initiatives, Initiatives and Key Projects

Current as at 30 June 2023

1 – Environment and Climate Change

Total Actions - 28



Completed



Progressing



Not Due to Start

8 Major Initiatives



Completed



Progressing 50-99%



Progressing 1-49%



Not Due To Start

10 Initiatives



Completed



Progressing 50-99%



Progressing 1-49%



Not Due To Start

10 Key Projects



Completed



Progressing 50-99%



Progressing 1-49%



Not Due To Start

Q4 Council Plan Progress – at a glance

Includes: Major Initiatives, Initiatives and Key Projects

Current as at 30 June 2023

2 – Economy and Sustainable Growth

Total Actions - 24



Completed



Progressing



Not Due to Start

7 Major Initiatives



Completed



Progressing 50-99%



Progressing 1-49%



Not Due To Start

9 Initiatives



Completed



Progressing 50-99%



Progressing 1-49%



Not Due To Start

8 Key Projects



Completed



Progressing 50-99%



Progressing 1-49%



Not Due To Start

Q4 Council Plan Progress – at a glance

Includes: Major Initiatives, Initiatives and Key Projects

Current as at 30 June 2023

3 – Liveability and Wellbeing

Total Actions - 26



Completed



Progressing



Not Due to Start

7 Major Initiatives



Completed



Progressing 50-99%



Progressing 1-49%



Not Due To Start

13 Initiatives



Completed



Progressing 50-99%



Progressing 1-49%

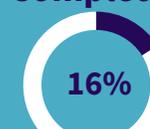


Not Due To Start

6 Key Projects



Completed



Progressing 50-99%



Progressing 1-49%



Not Due To Start

Q4 Council Plan Progress – at a glance

Includes: Major Initiatives, Initiatives and Key Projects

Current as at 30 June 2023

4 – Services and Infrastructure

Total Actions - 26



Completed



Progressing



Not Due to Start

2 Major Initiatives



Completed



Progressing 50-99%



Progressing 1-49%



Not Due To Start

9 Initiatives



Completed



Progressing 50-99%



Progressing 1-49%



Not Due To Start

15 Key Projects



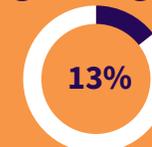
Completed



Progressing 50-99%



Progressing 1-49%



Not Due To Start



WELLINGTON SHIRE **COUNCIL PLAN** 2021-25

PROGRESS REPORT QUARTER 4, JUNE 2023



STRATEGIC DIRECTIONS

1



ENVIRONMENT AND CLIMATE CHANGE

We are a climate resilient community with sustainable practices and places.

OUTCOMES

- 1.1. A climate and disaster resilient community.
- 1.2. Assist community to transition to a low carbon economy via adoption of sustainable practices and renewable energy.
- 1.3. The natural environment is valued, protected and accessible.
- 1.4. Council is an environmental steward with a reducing carbon footprint.

2



ECONOMY AND SUSTAINABLE GROWTH

We are a growing, sustainable and prosperous community.

OUTCOMES

- 2.1. A diverse economy that creates jobs and opportunities.
- 2.2. A community that has the capacity and skills to meet our economic needs.
- 2.3. An increase in variety of housing choice to support equitable access to housing.
- 2.4. Infrastructure investment is targeted to maximise jobs and housing growth.

3



LIVEABILITY AND WELLBEING

We are a liveable, engaged, and supported community.

OUTCOMES

- 3.1. An inclusive, diverse, and resilient community.
- 3.2. An actively engaged community.
- 3.3. Opportunities for everyone to work, learn, create, play, and share.
- 3.4. Improved access to and participation in support services focussing on those who are vulnerable including: young children, youth, people living with a disability and seniors.

4



SERVICES AND INFRASTRUCTURE

We are a connected community with access to the services and infrastructure we require.

OUTCOMES

- 4.1. A financially sustainable, high performing organisation.
- 4.2. Services deliver operating efficiencies and best value.
- 4.3. Well planned and sustainable towns, facilities, and infrastructure that service community need.
- 4.4. Safe and well-used transport connections across all modes of travel.

DIRECTION

1

Environment and Climate Change



'We are a climate resilient community with sustainable practices and places.'

Key projects*

- Resource Recovery Hub at Kilmany Landfill site (1.4.3)
- Longford Landfill Rehabilitation (1.4)
- Lake Guyatt Environmental Education Centre (1.1.3, 3.1.1) ❤️
- Food Organics and Green Organics (FOGO) kerbside collection service (1.4)
- Maffra Resource Recovery Facility (1.4.3)
- Electric vehicle charging stations (1.2.2)
- Amendment C99 review of flood planning provisions within the Wellington Planning Scheme to reduce risks of flooding and coastal /river inundation as sea levels rise (1.1.1) ❤️
- Great Southern Rail Trail Extension - Alberton to Welshpool (1.3.2)
- Solar or alternate energy rollout across community facilities (1.2.4)
- Preparing Remote Emergency Response Centres (1.1.4, 1.1.5)

*subject to successful business case and funding

SALE BOTANIC GARDENS

Council Plan Strategic Direction 1: Environment and Climate Change

 - linked to Healthy Wellington Plan

Initiative Code	Key initiatives and priorities to achieve these outcomes	Council's role	Progress update comments	Status	Progress	Healthy Wellington Framework Considerations:
1.1.1 	Major Initiative - In line with revised State Government policy documents, establish and implement a policy position around the impacts of sea level rise, flooding and bushfire on land use planning.	Regulator	Continuing to advocate to State Government to finalise their sea level rise policy and planning benchmarks to enable Council to move forward in relation to sea level rise. Bushfire Management Overlay from State Government now implemented into Planning Scheme.	Progressing	65%	Helps support climate change objectives of Healthy Wellington Plan
1.1.1.1 	Key Project - Amendment C99 review of flood planning provisions within the Wellington Planning Scheme to reduce risks of flooding and coastal/river inundation as sea levels rise.	Advocate, Facilitator, Funder, Provider	Continuing to advocate to State Government to finalise their sea level rise policy and planning benchmarks for sea level rise. Without this guidance Council is unable to further develop a planning scheme amendment to assist in identifying areas impacted.	Progressing	35%	Helps support climate change objectives of Healthy Wellington Plan
1.1.2 	Major Initiative - Deliver organisation-wide integrated implementation of the climate change aspects of the Council's Sustainability Strategy 2020-24, Healthy Wellington 2021-25 and Planning Policy Framework including our zero net carbon emissions target by 2040.	Facilitator, Funder, Provider, Advocate	To support in school programs, a number of sustainability education program elements are also being delivered out of Nakunbalook Environmental and Cultural Education Centre. 2022/23 Urban Forest planting program well underway with significant tree planting program nearing completion across Rosedale township and Sale development areas. Overall, very positive community feedback. Stratford tree planting program community	Progressing	60%	Community support and information is provided via information sessions and social media including the quarterly Eco News newsletter which helps support climate change objectives of Healthy Wellington Plan

Initiative Code	Key initiatives and priorities to achieve these outcomes	Council's role	Progress update comments	Status	Progress	Healthy Wellington Framework Considerations:
			<p>engagement program has now commenced for 2023/24.</p> <p>The pre-feasibility of precinct-scale renewable thermal and solar energy project (Sale) is complete. Technical Reference Group (TRG) has been briefed and recommendations are being considered for further action where appropriate.</p> <p>Collaborating with Gippsland Alliance for Climate Action (GACA) to create effective climate action and build capacity.</p> <p>Alliance was established to support regional climate action.</p> <p>A range of projects have been identified as the priority for GACA to deliver over the next 18 months including;</p> <ul style="list-style-type: none"> • Climate risk mapping; EV fleet transition plan; • ESD policy for council buildings; • Decarbonisation and gas removal in council buildings; • Emissions monitoring; and • Communications and training. <p>Emergency Management Team is implementing the development of Local Incident Management Plans for 6 vulnerable communities across Wellington Shire</p>			
1.1.3 	Major Initiative - Educate the community to increase understanding of the risks and	Facilitator	Community support and information is provided via information sessions and	Progressing	60%	Community support and information is provided via information sessions

Initiative Code	Key initiatives and priorities to achieve these outcomes	Council's role	Progress update comments	Status	Progress	Healthy Wellington Framework Considerations:
	impacts of climate change and the need for adaptation and sustainable living.		<p>social media including the quarterly Eco News newsletter.</p> <p>The most recent online edition of Eco News included the following key articles.</p> <ul style="list-style-type: none"> • Charging ahead in the electric vehicle space; • Putting down roots in Rosedale; • Nesting boxes give biodiversity a helping hand; • Looking to a greener future with battery-powered tools; • Subscribe for environmental flow notifications; • Measuring our sustainability success; • Grant opportunities; • #dontbetrashy♻️ and @GetItSorted articles. <p>To support in school programs, a number of sustainability education program elements are also being delivered out of Nakunbalook Environmental and Cultural Education Centre.</p> <p>Collaborating with Gippsland Alliance for Climate Action (GACA) to create effective climate action and build capacity.</p> <p>Alliance was established to support regional climate action.</p> <p>A range of projects have been identified as the priority for GACA to deliver over the next 18 months including;</p>			<p>and social media including the quarterly Eco News newsletter.</p> <p>The most recent online edition of Eco News included the following key articles.</p> <ul style="list-style-type: none"> • Charging ahead in the electric vehicle space; • Putting down roots in Rosedale; Nesting boxes give biodiversity a helping hand; • Looking to a greener future with battery-powered tools; • Subscribe for environmental flow notifications; • Measuring our sustainability success; • Grant opportunities; • #dontbetrashy♻️ and @GetItSorted articles.

Initiative Code	Key initiatives and priorities to achieve these outcomes	Council's role	Progress update comments	Status	Progress	Healthy Wellington Framework Considerations:
			<ul style="list-style-type: none"> • Climate risk mapping; • EV fleet transition plan; • ESD policy for council buildings; • Decarbonisation and gas removal in council buildings; • Emissions monitoring; and • Communications and training. 			
1.1.3.1 	Key Project - Lake Guyatt Environmental Education Centre.	Facilitator, Provider	Nakunbalook Environmental and Cultural Education Centre was completed in late 2022.	Completed	100%	Provides the opportunity to undertake education programs, to assist the community with the transition to a low carbon economy.
1.1.4 	Major Initiative - Build disaster resilience and improve adaptation and recovery in high-risk and vulnerable communities by facilitating community-led emergency management planning and preparedness.	Provider, Facilitator	Council is working with various high-risk communities and agencies across the Wellington Local Government Area to develop community emergency plans and increase emergency preparedness & resilience.	Progressing	35%	Health and Climate Change is considered through this work as it aims to build the community's resilience and preparedness for future natural disasters.
1.1.4.1	Key Project - Preparing Remote Emergency Response Centre's.	Provider, Facilitator	Backup generator installed at Port of Sale Cultural Hub. Works commencing at several remote community facilities regarding backup power supply.	Progressing	20%	Not applicable
1.1.5	Initiative - Ensure municipal emergency management plans are developed collaboratively with lead agencies to achieve better coordination of emergency mitigation to coordinate resources, protect lives, property, and the environment.	Facilitator	Council is working with the Municipal Emergency Management Planning Committee, including emergency service agencies across the Wellington Local Government Area to review and update the Wellington Municipal Emergency Management Plan by October 2023.	Progressing	35%	Not applicable

Initiative Code	Key initiatives and priorities to achieve these outcomes	Council's role	Progress update comments	Status	Progress	Healthy Wellington Framework Considerations:
1.1.6 	Initiative - Increase the extent of our urban forests and trees (also considering urban agriculture) to help our townships cope better with future temperatures increases.	Provider	Around 1,400 trees have already been planted as part of the 2023 Urban Forest Renewal Program. Planting will continue through August and should be completed by early September 2023.	Progressing	60%	The urban forest renewal program contributes to improved health and well-being outcomes.
1.2.1	Major Initiative - Advocate for, educate, and facilitate the adoption of regenerative agriculture and investment to improve water security and assist farmers to increase resilience and profitability in a warmer, drier climate.	Facilitator, Advocate	Continue to work with Gippsland Agricultural Group and Food and Fibre Gippsland to identify opportunities to create a more resilient agricultural community.	Progressing	80%	Not applicable
1.2.2	Initiative - Advocate for uptake of electric and hybrid vehicles across our broader community and support this through delivery of charging stations.	Advocate, Provider	Internal policy has been adjusted to encourage a greater uptake of hybrid and electric vehicles in Councils fleet. Transition plan is an action for the 2023/24 financial year of the Gippsland Alliance for Climate Action (GACA).	Progressing	60%	Not applicable
1.2.2.1	Key Project - Electric Vehicle charging stations.	Advocate, Provider	Yarram charger installed, Heyfield charger installation planned July 2023, Stratford charger planned for 2023/24 financial year.	Progressing	65%	Not applicable
1.2.3	Major Initiative - Advocate alongside our renewable energy industry and community to secure priority transmission upgrade funding and aim for the area for our off-shore wind projects to be declared the first renewable energy zone.	Advocate, Facilitator, Regulator	In December 2022, the Minister for Climate Change and Energy declared an area in the Bass Strait off the coast of Gippsland as being suitable for offshore renewable energy.	Completed	100%	Not applicable
1.2.4	Initiative - Help build a diverse and resilient energy economy by supporting the uptake of community-owned renewable energy	Facilitator, Regulator, Advocate	Council has been proactive in supporting a diverse and resilient energy economy in several ways. This includes the development of the Wellington	Progressing	60%	Not applicable

Initiative Code	Key initiatives and priorities to achieve these outcomes	Council's role	Progress update comments	Status	Progress	Healthy Wellington Framework Considerations:
	capture and storage through education, capacity building and targeted investment.		<p>Renewable Energy Impact and Readiness Study which is now available on Council's website.</p> <p>Council also supports the community via Environmental Upgrade Finance (EUF) which is a loan for building upgrade works, repaid via quarterly Council Rates. EUF involves a three-way agreement between the business owner, Council, and lender.</p> <p>A EUF can be applied to a range of upgrades such as Energy efficiency upgrades and retrofits;</p> <ul style="list-style-type: none"> • Lighting upgrades e.g. Light-emitting Diode (LED), lighting controls and daylight sensors; • Heating, ventilation and air-conditioning (HVAC) systems; • Efficient control equipment e.g., power control of motors, pumps, boilers and air heating/cooling systems; and • Water harvestings, filtration, recycling and treatment for re-use. <p>In addition to the installation of Electric Vehicle (EV) chargers in Sale, Yarram and Heyfield, officers have participated in early discussions relating to the installation of privately funded EV chargers in Wellington Shire.</p> <p>A pre-feasibility study has also been undertaken for council's Port of Sale and Aqua Energy precincts that considers</p>			

Initiative Code	Key initiatives and priorities to achieve these outcomes	Council's role	Progress update comments	Status	Progress	Healthy Wellington Framework Considerations:
			<p>precinct-scale renewable energy outcomes across Council owned and no Council owned facilities.</p> <p>Community support and information is provided via information sessions and social media including the quarterly Eco News newsletter.</p>			
1.2.4.1	Key Project - Solar or alternate energy rollout across community facilities.	Advocate, Facilitator, Regulator	Solar installations completed at Stratford Library, Cameron Sporting Complex, West Sale Aerodrome and the Yarram Recreation Reserve.	Progressing	60%	Not applicable
1.3.1 	Initiative - Maintain a high-quality network of local parks, open space and urban forests which help to lessen the impacts of extreme heat and are managed for community and environmental benefit.	Provider	<p>2022/23 urban forest tree planting program commenced April with approximately 1800 trees to be planted and is nearing completion.</p> <p>The implementation of 'Forest Tree' a tree management software tool will ensure the proactive data collection and maintenance of Councils tree assets for the long term.</p> <p>The Parks Services team continue to service local parks and open spaces in line with service standards to ensure maximum social and environmental benefits for the community.</p>	Progressing	65%	Maintenance and improvements to our local parks/open space and urban forests contribute significantly to improved health and well-being outcomes.
1.3.2 	Initiative - With key stakeholders, encourage access, appreciation and use of our natural areas through well-planned and sustainable nature-based and cultural tourism.	Advocate, Facilitator, Funder, Regulator	<p>Financially support the Gippsland New Energy Conference as well as ground support for the event.</p> <p>Working with East Gippsland on Indigenous trail through Wellington and East Gippsland highlighting areas such as Blue Pool and Den of Nargun.</p>	Progressing	80%	Financially support GNEC as well as ground support for the event

Initiative Code	Key initiatives and priorities to achieve these outcomes	Council's role	Progress update comments	Status	Progress	Healthy Wellington Framework Considerations:
			<p>Working with Community and Culture on the Tracks and Trails project.</p> <p>We continue to work with Destination Gippsland on The Dark Skies project which highlights star gazing in both Loch Sport and Dargo with the support of local Indigenous groups, Department of Energy, Environment Climate Action, Councils and Gunaikurnai Land and Waters Aboriginal Corporation. This is a trail that runs through all of Gippsland.</p> <p>Working with Rosedale Community to develop and deliver an event/festival highlighting sustainable living, home produce, recycling and upcycling and living off the land scheduled for October.</p> <p>Continue to highlight through The Middle of Everywhere socials the sustainable nature-based and cultural tourism aspects of our region.</p>			
1.3.2.1	Key Project - Great Southern Rail Trail Extension - Alberton to Welshpool.	Advocate, Facilitator, Funder, Regulator	Work is progressing on the two bridge contracts and the trail construction contract as well as planning and construction of various farm crossings. All work is scheduled to be completed in December 2023.	Progressing	60%	Not applicable
1.3.3	Major Initiative - Better utilise existing water resources, improve waterway health, increase biodiversity values and investigate bio link opportunities through implementing the Domestic Wastewater Management Plan.	Advocate, Facilitator, Funder, Regulator	The Onsite Domestic Wastewater Management Plan (OWMP) and associated codes and ministerial guidelines continue to guide decision making for development works involving wastewater management in sensitive areas to improve the health of waterways.	Progressing	70%	Not applicable

Initiative Code	Key initiatives and priorities to achieve these outcomes	Council's role	Progress update comments	Status	Progress	Healthy Wellington Framework Considerations:
			<p>Officers to receive further training funded by Department of Energy, Environment and Climate Action (DEECA) on applying the risk assessment model when conducting property assessments for onsite wastewater management system (OWMS) installations.</p> <p>Our Environmental Health team continue to play an active role in the Blue Green Algae portfolio to reduce the potential health impacts on residents, visitors and parks staff.</p>			
1.4.1	Major Initiative - Progress towards our 2040 net zero emissions target by reviewing our roadmap, strengthening our governance and exploring carbon offset opportunities.	Provider	<p>The pre-feasibility of precinct-scale renewable thermal and solar energy project (Sale) is complete. Technical Reference Group (TRG) has been briefed and recommendations are being considered for future action where appropriate.</p> <p>Staff are collaborating with Gippsland Alliance for Climate Action (GACA) to create effective climate action and build capacity. Alliance was established to support regional climate action.</p> <p>A range of projects have been identified as the priority for GACA to deliver over the next 18 months including;</p> <ul style="list-style-type: none"> • Climate risk mapping; • EV fleet transition plan; • ESD policy for council buildings; • Decarbonisation and gas removal in council buildings; • Emissions monitoring; and 	Progressing	60%	Not applicable

Initiative Code	Key initiatives and priorities to achieve these outcomes	Council's role	Progress update comments	Status	Progress	Healthy Wellington Framework Considerations:
			<ul style="list-style-type: none"> Communications and training on the impacts of climate change. 			
1.4.2	Initiative - Commence the green fleet transition to corporate electric and hybrid vehicles.	Provider	Hybrid vehicles being introduced to the fleet as opportunities arise	Progressing	15%	Not applicable
1.4.3	Initiative - Advocate for alternate waste technologies to increase diversion of valuable resources and contaminated waste from landfill. Encourage and facilitate investment into resource recovery by private industries or partnerships.	Facilitator, Regulator, Advocate	<p>The collaborative Gippswide Kerbside joint procurement process invited options for alternative waste treatment technologies.</p> <p>As a result, staff are reviewing future alternative waste treatment options.</p>	Progressing	60%	Not applicable
1.4.3.1	Key Project - Resource Recovery Hub at Kilmany Landfill site.	Facilitator, Regulator, Advocate	<p>Private Solar panel recycling facility under construction - opening planned for August 2023.</p> <p>Continuing working with the private sector to explore alternate waste technology opportunities.</p>	Progressing	80%	Not applicable
1.4.3.2	Key Project - Longford Landfill Rehabilitation.	Facilitator, Regulator, Advocate	<p>Capping design is being finalised. Auditor and Environment Protection Authority approvals to follow.</p> <p>Construction over 2023/24 and 2024/25 financial years.</p>	Progressing	25%	Not applicable
1.4.3.3	Key Project - Food Organics and Green Organics (FOGO) kerbside collection service.	Facilitator, Regulator, Advocate	<p>Food Organics & Green/Garden Organics (FOGO) collection and processing is in its final stages of contract negotiations as part of the collaborative Gippswide Kerbside joint procurement process.</p> <p>Processing proposed to commence January 2025.</p>	Progressing	60%	Not applicable

Initiative Code	Key initiatives and priorities to achieve these outcomes	Council's role	Progress update comments	Status	Progress	Healthy Wellington Framework Considerations:
1.4.3.4	Key Project - Maffra Resource Recovery facility.	Facilitator, Regulator, Advocate	<p>Land purchase has been undertaken. Consultant engaged to design facility and progress development plan required for planning approval process.</p> <p>Once design and development plan are received and approvals gained, tendering will commence for delivery of project.</p> <p>Current commencement date on site is planned for 2024/25 financial year.</p>	Progressing	30%	Not applicable
1.4.4	Initiative - Investigate glass collection and diversion options to separate glass streams to facilitate the circular economy.	Provider	<p>The collaborative Gippswide kerbside joint procurement process included options for future collection and processing of a separated glass stream.</p> <p>Staff are awaiting the implementation of the Container Deposit Scheme (CDS), the impacts on the residual kerbside materials and will complete data analysis with outcomes likely in 2025/26.</p>	Progressing	60%	Not applicable
1.4.5	Initiative - Accelerate Council's delivery of renewable energy and energy saving projects through delivering Environmentally Sustainable Design (ESD) and investigating tools like an internal capital fund and process to rank and prioritise return on investment for projects.	Funder, Facilitator	<p>Councils' major facility development process includes Environmentally Sustainable Design (ESD) principles as part of their concept planning and design development phases which are then implemented during project implementation.</p> <p>Staff are also collaborating with Gippsland Alliance for Climate Action (GACA) to create effective climate action and build capacity. Alliance was established to support regional climate action.</p> <p>A range of projects have been identified as the priority for GACA to deliver over</p>	Progressing	60%	Not applicable

Initiative Code	Key initiatives and priorities to achieve these outcomes	Council's role	Progress update comments	Status	Progress	Healthy Wellington Framework Considerations:
			the next 18 months including developing an ESD policy for council buildings and decarbonisation and gas removal in council buildings.			

Indicators of Success:	Baseline	2021-22 Result	2022-23 Result	2025 Target
Outcome 1.1 A climate and disaster resilient community				
Community Satisfaction with Council Performance in Environmental sustainability	(2020) Wellington Shire 59/100 (Large Rural 49/100)	Wellington Shire 62/100 (Large Rural 59/100)	Wellington Shire 61/100 (Large Rural 58/100)	Higher than large rural Councils
Percentage of Tree Canopy cover within Town Boundaries	(2020) 20% Tree Canopy coverage	Not due until 2025	Not due until 2025	1.5% improvement
Outcome 1.2 Assist community to transition to a low carbon economy via adoption of sustainable practices and renewable energy				
Solar penetration rate – the percentage of electricity generation from solar facilities (SDG 7.2.1)	(2018) 21%	27.7% (6941 dwellings with PV)	31.6% (7387 dwellings with PV)	50%
Wellington Shire community greenhouse gas emissions intensity (emissions per person) (SDG 13.2.2)	(2019) 31.3 tonnes per person	30.66 tonnes per person	Results not available until November 2023	Equal to or better than Gippsland average
Outcome 1.3 The natural environment is valued, protected and accessible				
Percentage of households located within 400m of quality open space (SDG 11.7.2)	(2014) 73%	Due 2023. Will be measured as part of updated Public Open Space Plan to be completed 2023.	Measurements will occur as part of the Public Open Space Plan which is scheduled for 2023/24.	85%
Domestic travel visitor numbers to Wellington Shire (SDG 8.9)	(2020) 750,000 travel visitors	686,000 travel visitors	858,000 travel visitors (14.4% increase on baseline)	2% increase
Outcome 1.4 Council is an environmental steward with a reducing carbon footprint				
Corporate Greenhouse Gas emissions (aiming for zero net emissions by 2040) (SDG 13.2.2)	(2017/18) 5244 tonnes of carbon equivalent emissions	4221 tonnes of carbon equivalent emissions (19% decrease from 2018)	Results not available until November 2023	23% reduction
Percentage waste diversion rate from kerbside collection (SDG 12.5)	(2019-20) 35% waste diversion	33.5% waste diversion	32.17% waste diversion	65% waste diversion

DIRECTION

2

Economy and Sustainable Growth

Key projects*

- York Street Streetscape enhancement (2.4.2)
- Commence Port of Sale Masterplan priorities (2.4.2)
- Tertiary Study Hub (2.2.2)
- Maffra and Sale Growth Area Drainage Strategies (2.4.2)
- Shire-wide Growth Management and Economic Development Strategy (2.4.1)
- Renewable Energy Readiness Project (1.2.3, 2.1.1)
- Yarram and Heyfield Timber Transition Local Development Strategies (2.1.1, 2.1.4)
- Residential stocktake and incentive project - addressing the acute shortage of housing (2.3.1, 2.3.2)
- Maffra stormwater retention basin and outfall improvement works (2.4.2, 1.3.3)

*subject to successful business case and funding

'We are a growing, sustainable and prosperous community.'

BUSHY PARK

Council Plan Strategic Direction 2: Economy and Sustainable Growth

 - linked to Healthy Wellington Plan

Initiative Code	Key initiatives and priorities to achieve these outcomes	Council's role	Progress update comments	Status	Progress	Healthy Wellington Framework Considerations:
2.1.1	Major Initiative - Encourage and facilitate investment in the local mainstay industries with the potential to generate significant economic growth: Defence, Health, Agriculture, Tourism, Education, Timber, Renewables and the Oil and Gas transition. This includes encouraging modernisation and identifying supporting industries, encouraging their establishment in Wellington Shire.	Facilitator, Advocate	Council has made the strategic decision to invest in a specific Officer to assist organisations to identify opportunities in these related industries.	Progressing	75%	Not applicable
2.1.1.1	Key Project - Renewable Energy Readiness Project.	Facilitator, Advocate	Wellington Renewable Energy Impact and Readiness Study adopted by Council on 21 March 2023.	Completed	100%	Not applicable
2.1.2	Initiative - Attract diversified and large-scale agriculture and food manufacturing and processing, including poultry, to meet Food and Fibre Gippsland objectives: Gippsland the Food Bowl of Victoria. Leverage off the significance of the Macalister Irrigation District while ensuring development does not contradict the principles of the WSC Sustainability Strategy.	Facilitator, Advocate	Continue to work with Food and Fibre Gippsland who recently presented to Council. Officers continue to look for investment opportunities which compliment Wellington Shire's economic strengths.	Progressing	85%	Not applicable
2.1.3	 Initiative - Attract and facilitate development and growth in creative industry (arts) organisations to assist with COVID-19 recovery of the sector and grow local arts businesses, and Wellington's reputation as a cultural centre for Gippsland.	Facilitator, Advocate	A second round of community consultation for Wellington Shire's 2024-2029 Arts and Culture Strategy, 'Our Culture, Our Place', has commenced and consultation will take place throughout August 2023.	Progressing	50%	The Discussion Groups are designed to better understand the views and preferences of Wellington's creative community and Youth, Seniors, Culturally and Linguistically Diverse (CALD), First Nations, People with a Disability and LGBTQI+ communities.

Initiative Code	Key initiatives and priorities to achieve these outcomes	Council's role	Progress update comments	Status	Progress	Healthy Wellington Framework Considerations:
			<p>Opportunities for the community to participate are currently being offered through a series of Discussion Group sessions across Wellington Shire, and a survey on 'Your Wellington, Your Say'.</p> <p>Consultation closes at the end of August 2023.</p> <p>A draft Strategy and Action Plan will be presented to Council in October and go out for public exhibition in November, with the final Strategy due to be adopted by Council in December 2023.</p>			
2.1.4	Major Initiative - Continue to advocate for the sustainability of the timber industry in Wellington Shire.	Advocate	<p>Whilst Council will continue to advocate for a sustainable timber industry, the State Government has made the decision to end native timber harvesting in state owned forests via Vic Forests.</p> <p>Council Officers will continue to advocate and work with our timber industry to enable other sources of fibre inputs.</p>	Progressing	80%	Not applicable
2.1.4.1	Key Project - Yarram and Heyfield Timber Transition Local Development Strategies.	Advocate	The Context Analysis for both Yarram and Heyfield are complete and additional funding secured to assist in the implementation of identified projects.	Progressing	85%	Not applicable
2.1.5	Initiative - Continue to investigate options for developing aviation related activity at the West Sale Airport and facilitate industrial growth on adjacent land.	Facilitator, Funder, Advocate	Continuing to facilitate enquiries for investment and future development opportunities including expansion of Defence related activity.	Progressing	80%	Not applicable
2.1.6	 Major Initiative - Use 'The Middle of Everywhere' campaign to promote the Shire as an events destination and as a place to explore, learn, live, invest, play and to do business.	Funder, Provider, Advocate	<ul style="list-style-type: none"> Gippsland New Energy Conference - 31 August 2023 Great Vic Bike Ride - November/December 2023 	Progressing	90%	Supporting wide variety of diverse events to increase social connectedness and inclusion and decrease social isolation

Initiative Code	Key initiatives and priorities to achieve these outcomes	Council's role	Progress update comments	Status	Progress	Healthy Wellington Framework Considerations:
			<ul style="list-style-type: none"> Major Gippsland Art Gallery exhibition planned for 2024 to feature Annemieke Mein ANZAC Weekend Airshow scheduled - 27 & 28 April 2024 Mountain Cattleman's Association - Vic Get-together - 29 August 2023 Centenary Relay - 28 August 2023 Sale Community Christmas Parade - December 2023 			
2.2.1	Initiative - Support our training facilities to develop a range of vocational, tertiary and higher education courses suited to our changing economy and industry needs.	Facilitator, Advocate	Continue to be engaged with education providers, providing support and input into the future training needs of the Wellington Shire.	Progressing	85%	Not applicable
2.2.2	Initiative - Ensure that secondary and tertiary students have a well-established and promoted study facility in our local area.	Facilitator, Advocate	Study hub fully established in Sale in collaboration with Wellington Shire Council (WSC), Beyond Bank, Gippsland TAFE and the Gippsland East Local Learning and Employment Network (GELLEN).	Completed	100%	Not applicable
2.2.2.1	Key Project - Tertiary Study Hub.		Study hub located in Sale was launched in July 2022.	Completed	100%	Not applicable
2.2.3	 Initiative - Respond to significant economic shocks (including COVID-19) by delivering on State and Federal Government initiatives to provide economic resilience programs that assist community and businesses.	Facilitator	Wellington Shire Council (WSC) provided businesses with direct support through business concierge program through Covid lockdown periods. Also directly assisted hospitality businesses with support as part of the State Government Outdoor Dining Grant Program to enable more outdoor dining options during the Covid outbreak.	Completed	100%	The Economic Development team assisted hospitality businesses with support as part of the Outdoor Dining Grant Program providing the community with increased opportunities to reconnect in a social setting.

Initiative Code	Key initiatives and priorities to achieve these outcomes	Council's role	Progress update comments	Status	Progress	Healthy Wellington Framework Considerations:
			<p>WSC will continue to support local business however all government funding programs to support Covid recovery have now been acquitted.</p> <p>Council has no further action in delivery of Covid recovery programs for business.</p>			
2.2.4 	Initiative - Continue advocacy for the creation of Sale College One Campus to establish a modern and efficient secondary school precinct to attract families, industry and students, while catering for a growing population.	Provider, Facilitator	State Government has been committed to the Sale College One Campus project.	Completed	100%	Equality - Reduces the barriers for people trying to access education.
2.3.1 	Major Initiative - Satisfy housing demand by facilitating the development of a range of living settings and lifestyle choices including response to an ageing demographic and facilitating affordable and social housing models.	Regulator, Facilitator	<p>Three Planning Scheme Amendments (C114/115/116) have been adopted by Council to support future urban growth and have now been approved by the Minister for Planning.</p> <p>Other land supply initiatives include implementation of the Maffra Structure Plan and processing subdivision and dwelling applications across the municipality.</p>	Progressing	90%	Helps support housing diversity objectives of Healthy Wellington Plan
2.3.1.1	Key Project - Residential stock take and incentive project - addressing the acute shortage of housing.	Regulator, Facilitator	<p>Residential Stocktake Project and the forward funding of infrastructure policy have previously been adopted by Council to help activate residential land release across the municipality.</p> <p>Funding options and project options are currently being further considered to implement the forward funding of infrastructure policy.</p>	Completed	100%	Not applicable

Initiative Code	Key initiatives and priorities to achieve these outcomes	Council's role	Progress update comments	Status	Progress	Healthy Wellington Framework Considerations:
2.3.2 	Major Initiative - Promote and facilitate appropriate land release/ incentives and subsequent housing development in growth areas, being guided by sustainable development principles.	Facilitator, Regulator, Advocate	As demonstrated by the comments for Key Project 2.3.1.1, various planning permit approvals and Planning Scheme Amendments have been completed to support urban growth across the municipality.	Progressing	90%	Helps support housing diversity objectives of the Healthy Wellington Plan
2.4.1 	Major Initiative - Prepare a Shire-wide Growth Management and Economic Development Strategy to establish a hierarchy of growth areas and identify priority projects.	Provider, Advocate	Project brief developed and State Government funding secured to help support preparation of this Strategy. A preferred consultant (SGS Economics and Planning Pty Ltd) has been selected following a tender process, with the project to commence in July 2023.	Progressing	15%	Helps support housing diversity objectives of the Healthy Wellington Plan
2.4.2	Major Initiative - Prioritise investment projects in the main growth areas, including exploring all options for upgrades to trunk stormwater drainage, sewer, water reticulation, internet, and gas that will stimulate growth and housing.	Funder, Provider, Advocate	Ongoing with various planning projects/approvals and Planning Scheme Amendments completed to support urban growth across the municipality.	Progressing	90%	Not applicable
2.4.2.1	Key Project - York Street Streetscape enhancement.	Funder, Provider, Advocate	The CapEx component of this project is complete with the only outstanding works being the OpEx completion of the centre median lighting and final asphaltting of the roadway which will be finished in July.	Completed	100%	Not applicable
2.4.2.2	Key Project - Commence Port of Sale Masterplan priorities.	Funder, Provider, Advocate	Steering group formed. A list of priorities has been developed for implementation. Contractor engaged in development of moorings for commercial leases and project has commenced. Further updates will be provided to Council as this project continues. As the	Completed	100%	Not applicable

Initiative Code	Key initiatives and priorities to achieve these outcomes	Council's role	Progress update comments	Status	Progress	Healthy Wellington Framework Considerations:
			clear deliverable within this action was to commence these projects, this action is now complete.			
2.4.2.3	Key Project - Maffra and Sale Growth Area Drainage Strategies.	Funder, Provider, Advocate	North Sale Development Plan and Infrastructure Funding Arrangement Reports have been adopted by Council. Maffra Structure Plan has also been adopted by Council, with implementation now progressing. Plans were informed by drainage assessments.	Completed	100%	Not applicable
2.4.2.4	Key Project - Maffra stormwater retention basin and outfall improvement works.	Funder, Provider, Advocate	Strategic land purchase process well underway. Finalisation of purchase of land expected to take place in 2023/24 financial year.	Progressing	50%	Not applicable
2.4.3	Initiative - Adopt a 'buy local' approach for Council procurement processes aligned with best value (the most advantageous combination of cost, quality and sustainability to meet requirements).	Provider, Funder	Economic development team planning complete. Planned engagement with procurement team in first half of 2023/24.	Progressing	30%	Not applicable
2.4.4	 Initiative - Increase access to and usage of internet and digital technologies throughout Gippsland, continuing the shift to online delivery of services and advocating for reduction of identified 'black spots'. Use access to networks to shape population attraction strategies and target industry development.	Advocate	Continue to provide input into the Government Black Spot program. Secured State funding to deliver a Digital Toolbox series to assist businesses to improve their online presence and technological skills.	Progressing	85%	Equality - Reduces barriers for people who are trying to feel included in community life and access to digital services.

Indicators of Success:	Baseline	2021-22 Result	2022-23 Result	2025 Target
2.1 A diverse economy that creates jobs and opportunities				
Annual growth rate of real Gross Regional Product (GRP) (SDG 8.2.1)	(2020) \$3.652B	\$3.898B (as per REMPLAN)	\$3.864B (as per REMPLAN)	Equal to or better than Gippsland average
Unemployment rate by sex, age and education level (SDG 8.5.2)	(June 2021) 5.5%	4.9% (March 2022 Quarter)	4.7% (March 2023 Quarter)	Equal to or better than Gippsland average
2.2 A community that has the capacity and skills to meet our economic needs				
Destinations of Wellington Year 12 or equivalent completers six months after leaving school (SDG 8.6.1)	7.8% unemployed 46.9% further study 10.2% apprenticeships/ trainees	9.3% unemployed 44% further study 10.7% apprenticeships/ trainees	Reports for each Victorian LGA are no longer available.	5% unemployed, 56% further study
2.3 An increase in variety of housing choice to support equitable access to housing				
Number of dwellings across the Shire (SDG 11.3)	(2021) 23,383 dwellings	23,554 dwellings (source ID profile)	23,554 dwellings (source ID profile next census date 2026)	24,790 dwellings (2026 projection)
Number of new housing units built in the municipality (SDG 11.1.1)	(2021) 520 houses/units	Data not available at this time	Reports for each Victorian LGA are no longer available.	+26 beds
2.4 Infrastructure investment is targeted to maximise jobs and housing growth				
Wellington Shire total % population increase (SDG 11.3)	(2020 estimate) 44,770	45,092 (source ID profile population and dwelling estimate) 0.72% increase	45,754 (source ID profile population estimate) 1.46% increase	Approximately 1% increase per annum

DIRECTION

3

Liveability and Wellbeing

Key projects*

- Wedge Performing Arts Centre Redevelopment business case (3.3.5) ❤️
- Develop Early Learning Facilities with a focus on multi-use spaces (3.3.3) ❤️
- VicHealth Youth Mental Health project (3.4.3) ❤️
- Yarram and Sale Early Years Feasibility Studies (3.3.4)
- Gippsland Art Gallery blockbuster exhibitions commencing with Archibald Prize 2021 (3.3.4, 3.3.5, 3.3.6)
- Respond to the Federal Government Home and Community Care funding reform (3.4.2) ❤️

*subject to successful business case and funding

*'We are a liveable,
engaged, and supported
community.'*

PORT OF SALE LIBRARY

Council Plan Strategic Direction 3: Liveability and Wellbeing

 - linked to Healthy Wellington Plan

Initiative Code	Key initiatives and priorities to achieve these outcomes	Council's role	Progress update comments	Status	Progress	Healthy Wellington Framework Considerations:
3.1.1 	Major Initiative - 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	Wellington Shire Council is still committed to create a Reconciliation Action Plan in collaboration with GLaWAC. During the interim, Wellington Shire Council is guided by the Victorian Aboriginal and Local Government Strategy 2021-2026 'Pathway to Stronger Partnerships'.	Progressing	30%	WSC is committed to building relationships with the Gunaikurnai people. Community engagement is a top priority along with building strong networks within the two main local Aboriginal and Torres Strait Islander Corporations. WSC continues to build networks and promote programs and projects that make liability and wellbeing, inclusive and diverse for the Gunaikurnai people.
3.1.2 	Initiative - Facilitate activities and events that celebrate and promote inclusion and engagement of our culturally and socially diverse communities. Deliver via defining and resourcing Council and the community's role in place activation and event delivery.	Funder, Provider, Facilitator	A second round of community consultation for Wellington Shire's 2024-2029 Arts and Culture Strategy, 'Our Culture, Our Place', has commenced and consultation will take place throughout August 2023. Opportunities for the community to participate are currently being offered through a series of Discussion Group sessions across Wellington Shire, and a survey on 'Your Wellington, Your Say'. The consultation asks community to identify their needs and aspirations for events across Wellington into the future. Consultation closes at the end of August 2023. A draft Strategy and Action Plan will	Progressing	50%	Wellington Shire's Arts and Culture Strategy will guide Council's investment in its arts and culture for the next five years, ensuring that it is resourced to provide accessible programs and services for Wellington's socially and culturally diverse community. It will maximize the role of arts and culture in the daily lives of Wellington residents and support safe spaces for lifelong learning and cultural engagement.

Initiative Code	Key initiatives and priorities to achieve these outcomes	Council's role	Progress update comments	Status	Progress	Healthy Wellington Framework Considerations:
			be presented to Council in October and go out for public exhibition in November, with the final Strategy due to be adopted by Council in December 2023.			
3.1.3 	Initiative - Sensitively consider and support people to participate, contribute and be represented in our community without barriers due to disability, gender, age, sexuality or culture via the development and implementation of a Diversity and Inclusion Action Plan.	Facilitator, Provider, Advocate	Consultation with the Wellington Disability Advisory Committee has commenced.	Progressing	55%	A yet to be titled Inclusion Framework is in the early stages. The Disability Action Plan is also in the early phase, with consultation and engagement from the Wellington disability advisory Committee currently underway.
3.1.4 	Initiative - Implement a Gender Equality Action Plan to improve gender equity and fairness within the workplace and amongst our community.	Provider, Facilitator	Council's Gender Equality Action Plan has been developed and submitted, with approval from the Commission for Gender Equality pending.	Progressing	90%	Not Applicable
3.2.1	Initiative - Highlight community voices in Council's decision making and the community's active engagement at the core of our operation. Listen and provide leadership, especially in complex matters.	Provider, Facilitator	Community voices are captured and highlighted through consultation and engagement to inform Ageing Well in Wellington Strategy development, the Library Services Review, Aqua Energy Redevelopment design process and the Arts & Culture Strategy development.	Completed	100%	Not applicable
3.2.2	Initiative - Advocate for local and regional priorities and issues that matter to our community in partnership with key stakeholders.	Advocate	To support in school programs, some sustainability education program elements are also being delivered out of Nakunbalook Environmental and Cultural Education Centre. 2022-2023 Urban Forrest planting program well underway with significant tree planting programs across Rosedale township and Sale development areas. Overall, very positive community feedback.	Progressing	20%	Not applicable

Initiative Code	Key initiatives and priorities to achieve these outcomes	Council's role	Progress update comments	Status	Progress	Healthy Wellington Framework Considerations:
			<p>Pre-feasibility of precinct-scale renewable thermal and solar energy project (Sale) is nearing completion. Technical Reference Group (TRG) will be briefed shortly to consider recommendations.</p> <p>Collaborating with Gippsland Alliance for Climate Action (GACA) to create effective climate action and build capacity. Alliance was established to support regional climate action.</p> <p>A range of projects have been identified as the priority for GACA to deliver over the next 18 months including;</p> <ul style="list-style-type: none"> • Climate risk mapping; • Electric Vehicle (EV) fleet transition plan; • Environmental Sustainability Development (ESD) policy for council buildings; • Decarbonisation and gas removal in council buildings; • Emissions monitoring; and Communications and training. <p>Emergency Management Team is implementing the development of Local Incident Management Plans for 6 vulnerable communities across Wellington Shire.</p>			
3.2.3	Initiative - Use a range of online and in person methods to provide clear communication about decisions and plans that affect communities, making sure to	Provider	Detailed community engagement plans developed for major initiatives such as Library Services review, Ageing Well in Wellington, and the Cat Curfew initiative, all involve fully informing community of	Completed	100%	Not applicable

Initiative Code	Key initiatives and priorities to achieve these outcomes	Council's role	Progress update comments	Status	Progress	Healthy Wellington Framework Considerations:
	close the loop and feedback on consultation outcomes.		the initiatives, actively seeking input, and providing information regarding final outcomes via online and direct face to face focus group opportunities.			
3.3.1 	Initiative - To assist in recovery from COVID-19, facilitate support for and capacity building of community volunteers in Committees of Management and other groups that deliver community outcomes.	Funder, Provider, Facilitator	The Reactivating Community Facility Volunteers project, funded by Black Summer Bushfire Recovery and Latrobe Valley Authority (LVA) has resulted in the creation of a Committee Volunteer Support Officer role. This position is funded until March 2024 and directly supports volunteer facility managers by increasing volunteer capacity and direct delivery of events and programs. A 12-month calendar of volunteer capacity building training is being delivered.	Progressing	60%	The Reactivating Community Facilities Volunteers project delivers programs and projects resulting in volunteer capacity building which in turn results in increased participation at facilities, increased awareness of needs and efficient use of facilities.
3.3.2 	Initiative - Support formal and informal education providers to offer transitions to different learning environments based on people's life circumstances. Aim to improve educational attainment and aspiration within Wellington Shire recognising that the delivery of secondary school VCE will commence a transition process in the coming years to ensure it remains appropriate and relevant.	Facilitator, Advocate	Council sits on the Committee for Wellington sub-committee for education, which is working to create stronger linkages between schools, industry and workforce needs.	Progressing	85%	Equality - Reduces the barriers for people trying to access education.
3.3.3 	Major Initiative - Respond to future Early Years' service gaps, particularly in childcare and kindergarten in major towns.	Facilitator, Funder, Provider, Advocate	Funding acquired to expand the early years provision in Yarram via the Victorian Government's Building Blocks - Modular program.	Completed	100%	Equality objective is considered through this major initiative as the projects being delivered aim to reduce barriers for people to access key educational services.

Initiative Code	Key initiatives and priorities to achieve these outcomes	Council's role	Progress update comments	Status	Progress	Healthy Wellington Framework Considerations:
			<p>Design works underway with on-site construction anticipated to commence in August 2023 and completed in time to operate from Term 1 2024.</p> <p>Funding acquired to progress the concept and schematic design for the Sale Integrated Centre for Children and Families through the Victorian Government's Building Blocks - Planning program.</p> <p>Design tender is anticipated to be awarded in August 2023.</p>			
3.3.3.1 	Key Project - Develop Early Learning Facilities with a focus on multi-use spaces.	Facilitator, Funder, Provider, Advocate	<p>Funding acquired to expand the early years provision in Yarram via the Victorian Government's Building Blocks - Modular program.</p> <p>Design works underway with on-site construction anticipated to commence in August 2023 and completed in time to operate from Term 1 2024.</p> <p>Funding acquired to progress the concept and schematic design for the Sale Integrated Centre for Children and Families through the Victorian Government's Building Blocks - Planning program.</p> <p>Design tender is anticipated to be awarded in August 2023.</p>	Completed	100%	Equality objective is considered through this major initiative as the projects being delivered aim to reduce barriers for people to access key educational services.
3.3.3.2	Key Project - Yarram and Sale Early Years Feasibility Studies.	Facilitator, Funder, Provider, Advocate	Reports completed late 2022.	Completed	100%	Not applicable

Initiative Code	Key initiatives and priorities to achieve these outcomes	Council's role	Progress update comments	Status	Progress	Healthy Wellington Framework Considerations:
3.3.4 	Initiative - Work with the community to understand which arts and cultural services and opportunities are important to them and facilitate development in these areas.	Provider, Funder	<p>A second round of community consultation for Wellington Shire's 2024-2029 Arts and Culture Strategy, 'Our Culture, Our Place', has commenced and consultation will take place throughout August 2023.</p> <p>Opportunities for the community to participate are currently being offered through a series of Discussion Group sessions across Wellington Shire, and a survey on 'Your Wellington, Your Say'.</p> <p>Consultation closes at the end of August 2023.</p> <p>A draft Strategy and Action Plan will be presented to Council in October and go out for public exhibition in November, with the final Strategy due to be adopted by Council in December 2023.</p>	Progressing	50%	The Discussion Groups are designed to better understand the views and preferences of Wellington's creative community and Youth, Seniors, Culturally and Linguistic Diverse (CALD), First Nations, People with a Disability and LGBTQI+ communities.
3.3.4.1	Key Project - Gippsland Art Gallery blockbuster exhibitions commencing with Archibald Prize 2021.	Provider, Funder	<p>Planning for the first 'blockbuster' exhibition since the Archibald Prize is well under way, with 'Annemieke Mein: A Life's Work' to be presented from 2 March to 26 May 2024.</p> <p>This will be followed by 'The Americans: Master Works from the NGA' in December 2024, and 'Turner & Australia' in June 2025.</p>	Completed	100%	Not Applicable
3.3.5	Initiative - Investigate opportunities for alternative cost-effective models for delivery of quality cultural, leisure and recreation facilities and programs that encourage access and participation across our community.	Funder, Provider, Facilitator	Draft options report completed by external consultant, with recommendations to be presented to senior management in August 2023.	Progressing	80%	Not Applicable

Initiative Code	Key initiatives and priorities to achieve these outcomes	Council's role	Progress update comments	Status	Progress	Healthy Wellington Framework Considerations:
3.3.5.1 	Key Project - Wedge Performing Arts Centre Redevelopment business case.	Funder, Provider, Facilitator	Business case completed. Concept design and funding sourcing currently underway.	Completed	100%	Not applicable
3.3.6 	Initiative - Improve access to arts and cultural experiences by pursuing partnerships and creating programs that activate our open spaces and facilities to increase community connection.	Funder, Provider, Facilitator	The Gallery partnered with the other Arts and Culture business units to help deliver the 'Day @ the Port' Festival on 4 February 2023.	Completed	100%	'Day @ The Port' attracted people from a diverse range of backgrounds to come together and celebrate the Port of Sale precinct. 'Day @ the Port' is an important annual accessible event for community-building, with activities for young people outside to more contemplative spaces inside the Gallery.
3.4.1 	Major Initiative - Investigate gaps in service provision for vulnerable community members, review options and determine Council's future role.	Facilitator	Council is working with various high-risk communities and agencies across the Wellington Local Government Area (LGA) to develop community emergency plans and increase emergency preparedness & resilience. This includes vulnerable persons and communities.	Progressing	35%	Health and Climate Change is considered through this work as it aims to build the community's resilience and preparedness for future natural disasters.
3.4.2 	Major Initiative - In response to the Federal Government reforms for Home and Community Care determine the most appropriate supports to be facilitated by Council for people to age positively in community.	Facilitator, Funder, Advocate	In May 2023, Stage 2 of the review was presented to Council and no specific outcomes were endorsed. Revision of the actions of 'Ageing Well in Wellington' are being considered.	Progressing	80%	WSC continues to be committed to the health objectives of Healthy Wellington with extra support to Positive Ageing. This commitment is facilitated by an employed a Senior Community Development Officer who focusses on 'Positive Ageing and Disability'.
3.4.2.1 	Key Project - Respond to the Federal Government Home and Community Care funding reform.	Facilitator, Funder, Advocate	Stage 2 of the review was presented to Council.	Progressing	90%	This project addresses multiple Healthy Wellington objectives unclosing Mental Wellbeing, Active Living and Equality.

Initiative Code	Key initiatives and priorities to achieve these outcomes	Council's role	Progress update comments	Status	Progress	Healthy Wellington Framework Considerations:
			<p>Council acknowledged that improved access to, and participation in, support services for seniors is important.</p> <p>However, further investigation into Councils role is still ongoing.</p>			
3.4.3 	Initiative - Advocate for increased access to appropriate health services to meet the modern health challenges of the community including increased mental health and wellbeing services and education to reduce the stigma of accessing services in a post-COVID environment.	Facilitator, Advocate	<p>Wellington Shire Council continues to be an advocate and facilitator for increased participation and access to support services.</p> <p>People in the community who are the most vulnerable; young people, youth, people living with a disability and seniors have specific officers who support and advocate for these specific groups.</p>	Progressing	55%	<p>Social Connection and Inclusion Officers continue to work with groups in the community to help facilitate access to appropriate services.</p> <p>The officers also work with various agencies to ensure a comprehensive scope of available services is accessible.</p> <p>Officers continue to work on the best platform to promote services (that is assessable and user friendly) and where there are gaps in services.</p> <p>Council continues to foster strong partnerships with agencies to highlight key local issues and work with agencies in health promotion across the shire.</p>
3.4.3.1 	Key Project - VicHealth Youth Mental Health project.	Advocate, Facilitator	<p>The Youth Mental Health Project - Wellington Ways to Wellbeing, has been successfully implemented.</p> <p>Wellington Shire Council continues to work with some of our schools to implement/support the leadership framework as this ensures the projects continuation and sustainability.</p>	Completed	100%	<p>Wellington Ways to Wellbeing has been successfully implemented across several secondary schools within Wellington.</p> <p>This program aims to provide a framework to support good mental and physical health for young people.</p>
3.4.4 	Major Initiative - Support employers with the attraction, recruitment and long-term retention of health specialists and allied	Facilitator, Advocate	Organisations are now utilising The Middle of Everywhere brand and resources to attract and retain talent.	Progressing	80%	Mental Wellbeing - Improve access and participation to programs and

Initiative Code	Key initiatives and priorities to achieve these outcomes	Council's role	Progress update comments	Status	Progress	Healthy Wellington Framework Considerations:
	health workers into hospitals and schools and to service NDIS and My Aged Care packages.					services that support good mental health.
3.4.5 	Major Initiative - Create a Wellington Shire Health and Wellbeing Partnership with health and community agencies which focuses on preventing, supporting and responding to health and wellbeing issues as outlined in the Healthy Wellington 2021-25 Strategy.	Facilitator	As Primary Care Partnership funding ceased, Wellington Shire Council (WSC) is committed to strengthening partnerships with health and community agencies that focus on all ages across a lifespan. Facilitating partnerships, building and leading networks, such as the Early Years Network, that focus on prevention, supporting and responding to health and wellbeing continues to be a priority for WSC.	Progressing	55%	Council is continually developing and implementing activities and programs that support and promote the key objectives of Healthy Wellington. Council collaborates with various agencies such as Gippsland Women's Health to raise awareness on societal issues such as gender equity. Furthermore, WSC continues to strengthen partnerships with Gippsland Regional Public Health Unit, Gipps Sport and Central Gippsland Health on programs targeting tobacco and vaping, healthy eating and access to inclusive and safe recreational activities.
3.4.6 	Major Initiative - Use Healthy Wellington 2021-25 to focus on the health and wellbeing needs of the senior population. Prevent and address barriers to accessing community, social, health and lifelong learning services.	Facilitator, Funder, Advocate	Council continues to be committed to creating Positive Ageing partnerships, capacity building in the Positive Ageing space and promote and sustain Positive Ageing in community health and wellbeing projects.	Progressing	60%	Senior community Development Officer continue to facilitate and advocate for improved activities, programs and services. Maintaining partnerships, and creating new partnerships, with key agencies continue to be a key priority.
3.4.7 	Initiative - Achieve Rainbow Tick accreditation of Council services to reduce stigma and discrimination against LGBTIQ+ people.	Provider, Facilitator	Internal working group has commenced and is currently undertaking Phase 2 of the Rainbow Ready roadmap to assess and evaluate Wellington Shire Council current state.	Progressing	20%	An internal working group has been established and is currently utilising the Rainbow Ready roadmap to undertake a self-assessment of the current organisational state.

Initiative Code	Key initiatives and priorities to achieve these outcomes	Council's role	Progress update comments	Status	Progress	Healthy Wellington Framework Considerations:
			The Rainbow Ready roadmap is a rural and regional focused guide for Local Governments.			The outcomes of this assessment will then be used to develop an action plan for future work.

Indicators of Success:	Baseline	2021-22 Result	2022-23 Result	2025 Target
3.1 An inclusive, diverse, and resilient community				
Community satisfaction with perception of diversity and accessibility in the community (SDG 10.2)	Not currently measured	Indicator being reviewed	Indicator being reviewed	Identify baseline. Continual improvement on WSC score.
3.2 An actively engaged community				
Community satisfaction with Council decisions (SDG 16.7.2)	(2020) Wellington Shire 58/100 (Large Rural was 52/100)	Wellington Shire 59/100 (Large Rural 51/100)	Wellington Shire 54/100 (Large Rural 48/100)	Continual improvement on WSC score
Community satisfaction with Council engagement (SDG 16.7.2)	(2020) Wellington Shire 57/100 (Large Rural was 54/100)	Wellington Shire 55/100 (Large Rural 51/100)	Wellington Shire 53/100 (Large Rural 49/100)	Continual improvement on WSC score
Community satisfaction with level of Council lobbying (SDG 16.7.2)	(2020) Wellington Shire 57/100 (Large Rural was 53/100)	Wellington Shire 59/100 (Large Rural 51/100)	Wellington Shire 55/100 (Large Rural 49/100)	Continual improvement on WSC score
3.3 Opportunities for everyone to work, learn, create, play and share				
Participation rates in kindergarten for 4 year olds (SDG 4.2.2)	(2020) Participation rate 91.89%	Participation rate 89.9% Enrolment rate is 98.7%	Participation rate 93% Enrolment rate is 99.1%	Better than Gippsland average
Active library members in municipality (SDG 4.6)	(2019-20) 13% active library members	10.68% active library members	10% active library members	15%
Participation at Council-run performing arts events (SDG 4.7)	(2018-19) 21,300 visits	17,296 visits	20,652 visits	Increase by 2%
Participation in Gippsland Art Gallery programs and events (SDG 4.7)	(2018-19) 39,600 visits	48,475 visits (includes 26,000 visits to the Archibald Prize)	39,611 visits	Increase by 2%
3.4 Improved access to and participation in support services focussing on those who are vulnerable including: young children, youth, people living with a disability and seniors				
Availability of NDIS services within Wellington Shire to meet service demand (SDG 10.2)	(2020) 49% of NDIS funding used by participants	LGA data not available, overall Victorian result 72% of NDIS funding used by participants	68% of NDIS funding used by participants as Q3 2022/23	80% of NDIS funding used by participants
Proportion of children attending Maternal and Child Health 3.5 years ages and stages visit (SDG 3.8)	(2017) 71.3%	Yarram & District Health Service 52% Central Gippsland Health Service 45%	Results not available until October 2023	90%

DIRECTION

4

Services and Infrastructure



'We are a connected community with access to the services and infrastructure we require.'

AQUA ENERGY, SALE

Key projects*

- Accelerate Urban Paths Plan delivery (4.4.3) ❤️
- Aqua Energy redevelopment (3.3.5 , 4.3.5) ❤️
- Investigate delivery of Gippsland Regional Sports Complex Stage 2B (4.3.5)
- Briarolong Tennis Court refurbishment (4.3.5)
- LED lighting upgrades at Stratford Recreation Reserve and Rosedale Recreation Reserve (4.3.5)
- Streetscape improvements: Cowwarr and Port Albert (4.3.1)
- 'A Warmer Pool for Yarram' project (4.3)
- Stephenson Park, Sale, changerooms redevelopment (4.3.5)
- Stratford outdoor pool solar upgrade and pool blanket (4.3)
- Seacombe boat ramp upgrade (4.3.4)
- Town entry improvement program: Maffra and Heyfield (4.3)
- Port Albert Mechanics Institute facade and rising damp treatment (4.3.5)
- Wurruk pump track (4.3)
- Seaspray levy rehabilitation (4.3)

*subject to successful business case and funding

Council Plan Strategic Direction 4: Services and Infrastructure

 - linked to Healthy Wellington Plan

Initiative Code	Key initiatives and priorities to achieve these outcomes	Council's role	Progress update comments	Status	Progress	Healthy Wellington Framework Considerations:
4.1.1	Initiative - Investigate a shared services operating model to expand innovative activities, enable operational efficiencies, contain costs, and take advantage of other revenue generating opportunities to benefit the organisation and community.	Provider, Facilitator	Both the Wellington Shire Council (WSC) and East Gippsland Shire Council (EGSC) have investigated the myriad of available options for establishing a Shared Services operating model. Both Councils are currently working towards improving and standardising ICT systems and processes across both organisations and once this program of work is completed the shared service operating model options will be reviewed and discussed again.	Completed	100%	Not applicable
4.1.2	Initiative - Continue to improve our long-term finance and asset planning to ensure that the Council remains financially sustainable.	Provider	Actions are continuing to be taken with the 10-year Long Term Financial Plan (LTFP) as a guide.	Progressing	15%	Not applicable
4.2.1	 Initiative - Provide services that are easy to use, valued by the community and give best overall worth back to Council and the community.	Provider	Wellington Shire Council (WSC) has agreed to two major service reviews each year. Library Services Network and Aqua Energy operational reviews are underway to inform future enhancements to service delivery and potential areas for more efficient operations. WSC are also reviewing a 3rd service the Gippsland Livestock Exchange Facility, given significant decline in stock throughput over recent years.	Progressing	60%	Conducting thorough service reviews will ensure services are resourced and structured to meet understood community needs, and optimise community engagement and social connections, thus enhancing community resilience and wellbeing

Initiative Code	Key initiatives and priorities to achieve these outcomes	Council's role	Progress update comments	Status	Progress	Healthy Wellington Framework Considerations:
4.3.1 	Initiative - Work to ensure that our town centres are activated, safe, clean, have appropriate facilities and are well-maintained.	Provider, Regulator	<p>High community satisfaction with urban streetscapes and amenity. Teams are adhering to service level requirements in and around Central Business District's (CBD's).</p> <p>Streetscapes, facilities and supporting infrastructure are renewed and upgraded in line with relevant plans.</p> <p>Community activities in areas are supported where appropriate through our Economic Development Team, during Parks Week and other programs. E.g. Festivals, Parades and other street events.</p>	Progressing	60%	The provision of quality town centres encourages community participation, reducing barriers and increasing social connectedness.
4.3.1.1	Key Project - Streetscape improvements: Cowwarr.	Provider, Regulator	Project completed during 2022/23 financial year.	Completed	100%	Not applicable
4.3.1.2	Key Project - Streetscape improvements: Port Albert.	Provider, Regulator	All work on the Tarraville Road footpath and the Wharf Street streetscape upgrade has been completed.	Completed	100%	Not applicable
4.3.1.3	Key Project - Town entry improvement program: Maffra.	Provider, Regulator	Shoulder sealing works undertaken by Department of Transport and Regional Roads Victoria. No further works required at this time.	Completed	100%	Not applicable
4.3.1.4	Key Project - Town Entry improvement program: Heyfield.	Provider, Regulator	Project completed during the 2022/23 financial year.	Completed	100%	Not applicable
4.3.1.5	Key Project - Seaspray levy rehabilitation.	Provider, Regulator	<p>Works on this multi-year project are 90% complete.</p> <p>Works are ahead of schedule and are expected to be completed in July/August pending the resolution of a tenure issue on one property at Levee G.</p>	Progressing	90%	Not applicable

Initiative Code	Key initiatives and priorities to achieve these outcomes	Council's role	Progress update comments	Status	Progress	Healthy Wellington Framework Considerations:
4.3.2 	Initiative - Plan for the key growth communities across the shire from a 'place-based' approach holistically considering the built environment, community, and economic directions concurrently.	Provider, Facilitator	Currently preparing a Growth Management and Economic Development Strategy to establish a hierarchy of growth areas and identify priority projects.	Progressing	85%	Active Living - Improves active travel to and from work, providing access to infrastructure. Equality - Reduces barriers to people who are trying to feel included in community life.
4.3.3 	Initiative - Ensure green infrastructure (trees and vegetation) provision is a key component of the built environment and design of the public realm facilitates sustainability, liveability, and social connectivity.	Provider, Advocate	<p>Around 1,400 trees have been planted as part of the 2023 Urban Forest Renewal Program.</p> <p>This includes 815 trees planted through Greening Rosedale, which was completed in early June 2023.</p> <p>To plan for the provision and protection of green infrastructure, training is to be delivered by Tree Dimensions to key staff across the organisation.</p> <p>This training will help explain the benefits of incorporating green infrastructure into our projects, but also provide knowledge as to the importance of protection of existing green infrastructure in the complex urban environment.</p>	Progressing	60%	Increase participation in passive recreational activities such as walking and cycling. Increase community's resilience to withstand, recover and thrive from climate-driven natural disasters (i.e., flood, fires, and drought). Increase active travel to and from places you work, learn, play, and enjoy.
4.3.4	Initiative - Assess our key tourism areas and benchmark against like towns to ensure the right mix of Council services and facilities is provided to meet peak tourist demand and ongoing community requirements.	Funder, Provider, Facilitator	<p>Local Area Action Plan - through Destination Gippsland - currently progressing via consultant:</p> <ul style="list-style-type: none"> The plan will cover Yarram, Tarra Bulga and surrounds. There will be a focus on industry and experience development in the final document <p>There will be 2 rounds of community and industry consultation.</p>	Progressing	80%	Not applicable

Initiative Code	Key initiatives and priorities to achieve these outcomes	Council's role	Progress update comments	Status	Progress	Healthy Wellington Framework Considerations:
			<p>The first will gather insights into priorities and achievable wins for the destination.</p> <p>The second will take place 4-6 weeks later to present the draft Local Area Action Plan and finalise the action plan.</p>			
4.3.4.1	Key Project - Seacombe boat ramp upgrade.	Funder, Provider, Facilitator	Completed in late 2022, providing improved boating access to Seacombe and The Straits.	Completed	100%	Not applicable
4.3.5 	Initiative - Support volunteer facility managers whose work contributes to improved community mental and physical health by activating, upgrading, and repurposing existing multi-use sporting, cultural and social facilities in preference to establishing new.	Facilitator, Funder, Provider, Advocate	<p>The Reactivating Community Facility Volunteers project, funded by Black Summer Bushfire Recovery and Latrobe Valley Authority (LVA) has resulted in the creation of a Committee Volunteer Support Officer role.</p> <p>This position is funded until March 2024 and directly supports volunteer facility managers by increasing volunteer capacity and direct delivery of events and programs.</p> <p>To improve the condition and access of facilities Committees of Management have been supported with Risk & Maintenance Subsidies totaling \$942,392 and direct maintenance support of over \$250,000.</p> <p>No new facilities acquired or built.</p>	Progressing	60%	The Reactivating Community Facilities Volunteers project delivers programs and projects resulting in volunteer capacity building which in turn results in increased participation at facilities, increased awareness of needs and efficient use of facilities.
4.3.5.1	Key Project - Investigate delivery of Gippsland Regional Sports Complex Stage 2B.	Facilitator, Funder, Provider, Advocate	This is expected to be undertaken during the 2023/24 financial year.	Not Due To Start	0%	Not applicable.
4.3.5.2	Key Project - Briagolong Tennis Court refurbishment.	Facilitator, Funder,	Final works completed in November 2023 providing the community with 4 compliant tennis courts, one which also	Completed	100%	Not applicable

Initiative Code	Key initiatives and priorities to achieve these outcomes	Council's role	Progress update comments	Status	Progress	Healthy Wellington Framework Considerations:
		Provider, Advocate	serves as a multipurpose court enabling competition/training netball and social basketball and soccer.			
4.3.5.3	Key Project - LED lighting upgrades at Stratford Recreation Reserve and Rosedale Recreation Reserve.	Facilitator, Funder, Provider, Advocate	<p>LED lighting infrastructure installed on the main oval at Rosedale Recreation Reserve with funding through the Federal Government's Local Roads and Community Infrastructure Fund.</p> <p>LED lighting infrastructure installed on the main oval at Stratford Recreation Reserve with funding through the Victorian Government's Local Sports Infrastructure Fund - LED Lighting program.</p>	Completed	100%	Not Applicable.
4.3.5.4	Key Project - 'A Warmer Pool for Yarram'.	Facilitator, Funder, Provider, Advocate	<p>Project delivered in time for 2022/23 season.</p> <p>Community consultation completed with Yarram Community to understand programming desires and expectations.</p> <p>New facility infrastructure has enabled additional programming, such as:</p> <ul style="list-style-type: none"> • Learn to Swim (over 120 participants); • Warm water exercise sessions (3 sessions per week); • Increased school usage; • Increased lap swimming; • Increased recreational swimming.; <p>Increased programming has resulted in attendances being up 48% from a 5-year average, which is the highest ever recorded season.</p>	Completed	100%	Not applicable

Initiative Code	Key initiatives and priorities to achieve these outcomes	Council's role	Progress update comments	Status	Progress	Healthy Wellington Framework Considerations:
4.3.5.5	Key Project - Stephenson Park, Sale, changerooms redevelopment.	Facilitator, Funder, Provider, Advocate	Works completed in time for the 2022 Football / Netball Season.	Completed	100%	Not applicable
4.3.5.6	Key Project - Stratford outdoor pool solar upgrade and pool blanket.	Facilitator, Funder, Provider, Advocate	Project delivered on time and within budget. Increased water temperature has enabled additional patronage from previous seasons.	Completed	100%	Not applicable
4.3.5.7	Key Project - Port Albert Mechanics Institute facade and rising damp treatment.	Facilitator, Funder, Provider, Advocate	Rising Damp treatment project carried forward to 2023/24	Progressing	60%	Not applicable
4.3.5.8	Key Project - Wurruk pump track.	Facilitator, Funder, Provider, Advocate	Project planned for 2024/25 Financial Year pending Council Capital Works approval and budget process	Not Due To Start	0%	Not Applicable
4.4.1 	Major Initiative - Advocate strongly to State Government and local stakeholders for improvements to the passenger train service to key regional centres.	Advocate	In October 2022 as part of a joint campaign with the Committee for Wellington, a letter was sent to the Deputy Secretary for the Ministry of Transport regarding getting more train services for Sale. A response was received noting the Regional Network Development Plan (RNDP) sets an objective of five services a day to Bairnsdale and Sale. An important first step is to build train stabling at Bairnsdale to enable newer, more reliable and accessible VLocity trains to operate all services to Bairnsdale.	Progressing	80%	Advocating for the continual improvement and upgrading of rail services will promote healthier, safer, cleaner and more cohesive community. In addition to the economic benefit, any improvement will also provide the community easier access to other regional services.

Initiative Code	Key initiatives and priorities to achieve these outcomes	Council's role	Progress update comments	Status	Progress	Healthy Wellington Framework Considerations:
			<p>Funding for new train stabling at Bairnsdale was provided in the 2022-23 State Budget.</p> <p>Council is continuing to support the Rail Advocacy Sub-committee of the Committee for Wellington.</p>			
4.4.2 	Major Initiative - Advocate strongly to State Government and local stakeholders for improvements to the inter-town transport network connecting major towns to key regional centres in Gippsland.	Advocate	Wellington Shire Council WSC continue to progress partnerships with the Royal Flying Doctor Service and Central Gippsland Health Service to advocate strongly for improvements to inter-town transport.	Progressing	40%	<p>Increased inter-town transport remains a significant barrier for people across all groups of any age.</p> <p>WSC council continue to advocate for increased travel connectivity and during the interim, deliver programs and activities as a place centered approach where applicable.</p>
4.4.3 	Initiative - Address community road safety and connection issues via active travel projects (education) and road and footpath improvements which will build a physically active, safe, and connected community.	Provider, Funder	<p>Wellington Shire Council was successful in the 2023/24 grant submission and external funding has been granted for the coming year.</p> <p>The funding ensures a Community Inclusion Project Officer can continue to work with schools in delivering safe and inclusive programs.</p> <p>The funding also allows a community engagement program to be delivered in the last quarter of the 2023 calendar year.</p>	Progressing	80%	<p>Community engagement and awareness is the top priority as Wellington Shire Council moves into the second half of 2023.</p> <p>Promotion of walking tracks and trails is a key project for the next quarter, in conjunction with engagement and consultation with the community in schools about safe paths to school.</p>
4.4.3.1 	Key Project - Accelerate Urban Paths Plan delivery.	Provider, Funder	<p>Urban paths program for 2022/23 is primarily complete.</p> <p>Urban Paths Program has been set at \$1M annually in the 10-year capital works program.</p>	Completed	100%	Path construction allows improved pedestrian access for the Wellington community.

Indicators of Success:	Baseline	2021-22 Result	2022-23 Result	2025 Target
4.1 A financially sustainable, high performing organisation				
Working capital (Current assets as a percentage of current liabilities) (SDG 16.6)	(Similar Councils 2019-20) 299.58%	324.89%* *corrected from 326.58%	409.98%	Better than similar councils
Loans and borrowings as a percentage of rates (SDG 16.6)	(Similar councils 2019-20) 18.73%	1.13%	0.67%	Better than similar councils
4.2 Services deliver operating efficiencies and best value				
Community satisfaction rate with Council's overall performance (SDG 16.6.2)	(2020) Wellington Shire 62/100 (Large Rural was 55/100)	Wellington Shire 62/100 (Large Rural 55/100)	Wellington Shire 58/100 (Large Rural Council 52/100)	Continual improvement on WSC score
4.3 Well planned and sustainable towns, facilities and infrastructure				
Reduction in the Wellington Shire retail vacancy rate (SDG 11.a)	(2021) 6.7%* * Baseline corrected from 11.40%	6.0%	7.98%	10%
% of Community Managed Facilities accessibility audit recommendations delivered (SDG 9.1)	(2020) 5% of items	10% audit recommendations delivered	12%	10% each year
4.4 Safe and well-used transport connections across all modes of travel				
Community satisfaction with condition of sealed local roads (SDG 9.1)	(2020) Wellington Shire 59/100 (Large Rural 47/100)	Wellington Shire 54/100 (Large Rural 45/100)	Wellington Shire 50/100 (Large Rural 40/100)	>52/100
Increase in kilometres of active travel routes in Wellington Shire as identified under the urban paths plan (SDG 11.2)	(2021) 259km* * Baseline corrected from 237km	264km	269.5km (2km annual increase target met)	Increase by 2km of paths annually

13.6. MICROSOFT AGREEMENT

ACTION OFFICER: CHIEF INFORMATION OFFICER

PURPOSE

The purpose of this report is to seek Council approval to award Municipal Association of Victoria's (MAV) Microsoft Arrangement Tender and Procurement contract NPN 2.17-3 to facilitate the renewal of Council's Microsoft Enterprise Licensing Agreement for another (3) three-year period.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That:

- 1. Council adopt the recommendations contained in confidential attachment - Municipal Association of Victoria's (MAV) Tender Evaluation Recommendation Report - Contract NPN 2.17-3; and***
- 2. Council approve the renewal of the Microsoft Enterprise Agreement for a period of (3) three years;***
- 3. The information contained in the confidential attachments and designated confidential under Section 3(1) Confidential Information of the Local Government Act 2020 by the General Manager Corporate Services on 29 August 2023 because it relates to the following grounds: (g)(ii) private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage; be designated confidential information under Section 3(1) Confidential Information of the Local Government Act 2020, except that once this recommendation has been adopted the name of the successful tenderer under the Municipal Association of Victoria's (MAV) Tender Evaluation Recommendation Report - Contract NPN 2.17-3, can be made public.***

BACKGROUND

Organisations with Microsoft software products are required by law to adhere to and maintain up-to-date licensing for all their products. For organisations with more than 250 users, Microsoft provides enterprise agreements that are designed to provide opportunity to stay up to date with locked in pricing over a three-year period. This arrangement provides best value when compared to the alternate method of retail purchase.

Wellington Shire Council's business administration and operations environment is underpinned by Microsoft technologies and software products. Council's core finance, property and rating, and office software requires Microsoft server technologies and products to facilitate its business requirements. Without an enterprise agreement, the cost of software, application licenses, server management and service fees and upgrades will be significantly higher for Council.

Council's current Microsoft Enterprise Agreement is set to expire 1 October 2023.

In April 2020 MAV Procurement, on behalf of councils in Victoria, issued a Request for Tender (RFT) for NPN 2.17-3, the refresh of NPN 2.17-2.

After a thorough process, involving a qualitative assessment of tender submissions, pricing analysis and comparison and ongoing risk assessment, the panel recommended a list of preferred Microsoft Licensing Solution providers for this contract.

Council is seeking to renew its Microsoft Agreement under the provisions of the MAV Microsoft Arrangement Tender and Procurement contract NPN 2.17-3, refer confidential attachment - Municipal Association of Victoria's (MAV) Tender Evaluation Recommendation Report - Contract NPN 2.17-3.

ATTACHMENTS

1. Confidential Header : Microsoft Agreement [**13.6.1** - 1 page]
2. CONFIDENTIAL REDACTED - MAV Tender Evaluation Recommendation Report - NPN 2.17-3 [**13.6.2** - 18 pages]
3. CONFIDENTIAL REDACTED - Quote [**13.6.3** - 2 pages]
4. CONFIDENTIAL REDACTED - Deed of Novation [**13.6.4** - 9 pages]
5. CONFIDENTIAL REDACTED - MAV's Contract NPN 2.17 Microsoft Arrangement Letter of Extension and Deed of Variation [**13.6.5** - 26 pages]
6. CONFIDENTIAL REDACTED - Additional Quote [**13.6.6** - 1 page]
7. CONFIDENTIAL REDACTED - Microsoft Enterprise Agreement Cost Comparison [**13.6.7** - 1 page]

OPTIONS

Council has the following options available:

1. Renew the Microsoft Enterprise Agreement as proposed (preferred).

Key considerations for this option;

- Commits Council to a (3) three-year agreement.
- Provides flexibility to change license and product requirements as technology landscape changes.
- Provides all necessary license and compliance requirements for Council operations.
- The costs associated with this option are allocated in accordance with Council's current adopted budget.

2. Not renew the Microsoft Enterprise Agreement.

Without a Microsoft Enterprise Agreement, Council will be required to apply the retail price of Microsoft software per user which is substantially higher in cost and does not offer any corporate support or flexibility to modify or add services as our technology landscape changes over the three-year period.

Key considerations for this option;

- No flexibility or ability to manage license and product requirements as technology landscape changes.

- No agreement for price fluctuation management - this will result in additional license costs, service fees and product upgrades to maintain existing business requirements.

PROPOSAL

That Council award Contract No. NPN 2.17-3 through the MAV Procurement arrangement in order to renew the Microsoft Enterprise Licensing Agreement for another three (3) year period.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

The costs associated with renewing the Microsoft Enterprise Agreement are allowed for within the Council's existing operating budget process. For further information please refer to confidential attachment - Microsoft Enterprise Agreement Cost Comparison.

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 2021-25 Theme 4 "Services and Infrastructure" states the following strategic outcomes:

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

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

This report supports the above Council Plan strategic outcomes.

RESOURCES AND STAFF IMPACT

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

COMMUNITY IMPACT

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

ENVIRONMENTAL IMPACT

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

ENGAGEMENT IMPACT

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

RISK MANAGEMENT IMPACT

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



WELLINGTON

SHIRE COUNCIL

The Heart of Gippsland

**ORDINARY COUNCIL MEETING
19 SEPTEMBER 2023**

On this day, 29 August 2023, in accordance with Section 3(1) of the *Local Government Act 2020*; I, Arthur Skipitaris, (Delegate) declare that the information contained in the attached documents –

Municipal Association of Victoria's (MAV) Tender Evaluation Recommendation Report - Contract NPN 2.17-3

Quote

Deed of Novation

MAV's Contract NPN 2.17 Microsoft Arrangement Letter of Extension and Deed of Variation

Additional Quote

Microsoft Enterprise Agreement Cost Comparison

is confidential because it relates to the following grounds under Section 3(1) of the *Local Government Act 2020*:

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

.....
Arthur Skipitaris, General Manager Corporate Services

14. GENERAL MANAGER DEVELOPMENT

14.1. 90 MILE BEACH – SURRENDER OF COUNCIL LAND

ACTION OFFICER: MANAGER LAND USE PLANNING

PURPOSE

For Council to resolve to transfer Council owned Ninety Mile Beach undevelopable land (including freehold lots, reserves, and roads) within the Declared Area in the Schedule to the Notice of Declaration Pursuant to *section 172(2) of the Planning and Environment Act 1987* dated 18 April 2023 to the Crown under *section 116 of the Local Government Act 2020* at no consideration as a land surrender under *section 22A of the Land Act 1958*.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council resolve to transfer Council owned Ninety Mile Beach undevelopable land (including freehold lots, reserves, and roads) within the Declared Area in the Schedule to the Notice of Declaration Pursuant to section 172(2) of the Planning and Environment Act 1987 dated 18 April 2023 to the Crown under section 116 of the Local Government Act 2020 at no consideration as a land surrender under section 22A of the Land Act 1958.

BACKGROUND

The Department of Energy, Environment and Climate Action (DEECA), (formerly DELWP), is working with Council to implement the Victorian Ombudsman 2019 Report recommendation to facilitate a program of compulsory acquisition of privately-owned undevelopable land within the Ninety Mile Beach subdivisions to the Crown, now that Council's voluntary transfer schemes have concluded.

The Ombudsman in the report foreword stated, "In my view the Ninety Mile Beach subdivisions that cannot ever be developed should not be subject to rates and charges – but ultimately, should be returned to state ownership for the benefit of all."

To support implementation of the compulsory acquisition program by DEECA, a new Notice of Declaration Pursuant to *section 172(2) of the Planning and Environment Act 1987* was gazetted on 18 April 2023. The previous declaration made on 8 September 2016 giving Council the power to compulsorily acquire land in the Ninety Mile Beach area was revoked and the new declaration appointed the relevant Minister to compulsorily acquire land in the declared area. (Refer to Attachment 1).

In the ten years of the Council voluntary assistance and transfer schemes and compulsory acquisition process of "address unknowns," approximately 3,700 lots were transferred to Council, adding to the approximately 1,100 lots already owned by Council before the schemes. All subdivisional roads and reserves within these subdivisions are also now held in Council ownership.

In total, there are now 4,878 freehold allotments, 25 reserves and many roads in Council ownership summarised in the table below and is land which DEECA has identified in priority stages 1, 2 and 3 for transfer to the Crown.

DEECA Stage	Freehold Lots	Reserves	Council land category
Stage 1	133	15	Coastal Dune & Between Settlements Area
Stage 2	1,797	6	Flood Prone & Coastal Dune
Stage 3	2,948	4	Between Settlements Area & Flood Prone
Total	4,878	25	

Note 1: All affected land is included in the 'Declared area for compulsory acquisition' shown as shaded on the map sheets 1 to 6 in the Declaration (Refer to Attachment 1).

Note 2: The compulsory acquisition program does not include any lots with existing dwellings that have existing use rights.

Note 3: The various roads created by each subdivision plan are known on title generally as "Roads on LP ..". As each road is not listed individually, they have been excluded from the table above.

Following an investigation of options, DEECA has advised they wish to use their powers under *section 22A of the Land Act 1958* to accept the surrender of land from Council including the freehold lots, reserves and Council roads within the declared area. To transfer land to the Crown without consideration (no consideration), Council will use its powers under *section 116 of the Local Government Act 2020*.

Transfers to the Crown under *section 116* are exempt from the requirements to publish a public notice of intention to do so and to undertake a community engagement process. The transfers are also exempt from the requirement for a valuation by *section 114* of the *Local Government Act 2020*. The *section 22A of the Land Act* and the *section 116 Local Government Act* processes are complimentary and will operate in unison together.

The recommendation is for the surrender of all the affected land (freehold lots, reserves and roads in stages 1, 2 and 3), to the Crown under this report, in preference to separate Council reports for each future stage. This would enable the transfer of the land to the Crown in stages or batches at the appropriate time when DEECA is in a position to accept the land.

At the appropriate time, Council officers will prepare a letter referring to Council's resolution to surrender the land to the Crown, which would be sent to the Minister for Environment, including a list of the parcels of land to be transferred and the type of land (freehold lot, former road, or reserve).

DEECA has advised that there is no requirement for Council to remove the reserve status from the reserve titles prior to transfer of these freehold reserve titles to the Crown. However, it has been agreed with DEECA that as all land to be transferred is to be held as freehold, the road status is to be removed from the road parcels prior to transfer to the Crown.

Road discontinuance is carried out under the *Local Government Act 1989*, there will be separate Council reports to consider discontinuing roads. Discussions are being held

between DEECA and Council officers to determine which Council roads are to be discontinued and included in each transfer stage or at the end of the DEECA project.

DEECA has advised that they are in a position to accept the Stage 1 priority lots and reserves in this calendar year. Once surrendered, land within Stage 1 of the project, is to be consolidated into the adjoining Gippsland Lakes Coastal Park (Park) via the National Parks Amendment Bill proposed for 2024/2025. Once transferred, any interim management of the land before it is consolidated into the National Park will be undertaken by DEECA.

Surrendered land within Stages 2 and 3 is also likely to be incorporated into the adjoining Park via a similar National Park Amendment Bill at a future date, a small portion will be incorporated into an adjoining road reserve or managed by Council as part of an adjoining Council reserve. As for surrendered land in Stage 1, any interim management of the Stages 2 and 3 land before it is consolidated into the National Park will be undertaken by DEECA.

ATTACHMENTS

1. Victoria Government Gazette Notice of Declaration Pursuant to Section 172(2) 18 April 2023 [14.1.1 - 8 pages]

OPTIONS

Council has the following options available:

1. To resolve to transfer Council owned Ninety Mile Beach undevelopable land (including freehold lots, reserves, and roads) within the Declared Area in the Schedule to the Notice of Declaration Pursuant to *section 172(2) of the Planning and Environment Act 1987* dated 18 April 2023 to the Crown under *section 116 of the Local Government Act 2020* at no consideration as a land surrender under *section 22A of the Land Act 1958*; or
2. To not resolve to transfer Council owned Ninety Mile Beach undevelopable land (including lots, reserves, and roads) in the Declared Area in the Schedule to the Notice of Declaration Pursuant to *section 172(2) of the Planning and Environment Act 1987* dated 18 April 2023 to the Crown under *section 116 of the Local Government Act 2020* at no consideration as a land surrender under *section 22A of the Land Act 1958*.

PROPOSAL

That Council to resolve to transfer Council owned Ninety Mile Beach undevelopable land (including freehold lots, reserves, and roads) within the Declared Area in the Schedule to the Notice of Declaration Pursuant to *section 172(2) of the Planning and Environment Act 1987* dated 18 April 2023 to the Crown under *section 116 of the Local Government Act 2020* at no consideration as a land surrender under *section 22A of the Land Act 1958*.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

The surrendered land is required to be transferred to the Crown in a safe condition, free of structures, rubbish/waste, or other loose items. This requirement will have a budget resource impact for Council when the stage 2 and 3 land is transferred. These costs are to be accommodated within existing budgets.

In August 2018, the between settlements area (stage 3) Council land was audited and a significant quantity of rubbish and structures were removed in August 2018 by contractors, and much of it was recycled, at a cost of \$50,000. The flood prone land (stages 2 and 3) was inspected in mid-2021 and appeared to have only a small amount of rubbish in one place and no structures. However, there may be a minor amount of additional rubbish dumped since that time to be checked and removed at a minimal cost.

Transfer instruments for freehold lots and reserves will be prepared and lodged with Land Registry using internal staff resources.

Discussions will be held with DEECA regarding the costs associated with the road discontinuance processes (including public notices and preparation and lodgement of title plans) for the 15 Ninety Mile Beach subdivisions.

COMMUNICATION IMPACT

Transfers to the Crown under *section 116* of the *Local Government Act 2020* are exempt by *section 114* from the requirement to publish a notice of intention and exempt from the requirement to undertake a community engagement process.

LEGISLATIVE IMPACT

The surrender of land (including lots, reserves, and roads) held by Council in freehold to the Crown is to be undertaken pursuant to *Section 22A of the Land Act 1958*. Council is deemed an 'Authority' under the *Local Government Act 1989*. *Section 22A* provides the government with the power to accept the surrender of land from a Council or any other public authority.

To transfer land to the Crown without consideration (no consideration), Council will need to use its power under *section 116* of the *Local Government Act 2020*. Transfers to the Crown under *section 116* are exempt from the requirements to publish notice of intention and to undertake a community engagement process. The transfers are also exempt from the requirement for a valuation by *section 114* of the *Local Government Act 2020*. The *section 22A of the Land Act* and the *section 116 Local Government Act* processes are complimentary and will operate in unison together.

COUNCIL POLICY IMPACT

The proposal to surrender Council owned undevelopable Ninety Mile Beach land to the Crown is consistent with Council's Policy 3.3.5 Sale, Exchange and Acquisition of Land.

The proposal is also consistent with the Wellington Planning Scheme Clause 12.02 Marine and Coastal Environment and sub clauses 12.02-1S; 12.02-1L & 2L and 12.02-2S. It will result in the protection and enhancement of sensitive coastal areas and maintain and enhance the conservation and recreation values of the Ninety Mile Beach foreshore and improve public benefit for current and future generations.

COUNCIL PLAN IMPACT

The Council Plan 2021-25 Theme 1 “Environment and Climate Change” states the following strategic outcome:

Strategic Outcome 1.1: *“A climate and disaster resilient community.”*

Strategic Outcome 1.3: *“The natural environment is valued, protected and accessible.”*

This report supports the above Council Plan strategic outcome.

RESOURCES AND STAFF IMPACT

The processes for the surrender of Council owned Ninety Mile Beach undevelopable land (freehold lots, reserves and roads) and road discontinuance processes will be met from existing internal staff resources.

COMMUNITY IMPACT

The surrender of Council owned undevelopable Ninety Mile Beach land to the Crown will have a positive impact for the general community as the majority of the land will be incorporated in and managed as part of the adjoining Gippsland Lakes Coastal Park.

ENVIRONMENTAL IMPACT

The surrender of Council owned undevelopable Ninety Mile Beach land to the Crown and incorporation into the adjoining Gippsland Lakes Coastal Park will reduce the fragmented ownership of Ninety Mile Beach undevelopable land and have a positive impact on the environment.

ENGAGEMENT IMPACT

Transfers to the Crown under *section 116* of the *Local Government Act 2020* are exempt by *section 114* from the requirement to publish a notice of intention and exempt from the requirement to undertake a community engagement process.

RISK MANAGEMENT IMPACT

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



Victoria Government Gazette

No. S 188 Tuesday 18 April 2023
By Authority of Victorian Government Printer

Planning And Environment Act 1987

NOTICE OF DECLARATION PURSUANT TO SECTION 172(2)

Order in Council

The Governor in Council, under section 172(2) of the **Planning and Environment Act 1987**, being satisfied that to enable the better use, development or planning of the area defined below, it is desirable that the Minister administering Part 2 of the **Crown Land (Reserves) Act 1978**, as responsible authority, compulsorily acquires land in the area:

- revokes the existing declaration made on 8 September 2016 by Notice published in the Government Gazette; and
- declares the area defined below to be an area to which section 172(1)(c) of the **Planning and Environment Act 1987** applies.

The area to which section 172(1)(c) of the **Planning and Environment Act 1987** applies for the purpose of this declaration is the land in the Ninety Mile Beach subdivisions, described as the 'Declared area for compulsory acquisition' and shown as shaded on the map sheets 1 to 6 in the attached Schedule.

Dated: 18 April 2023

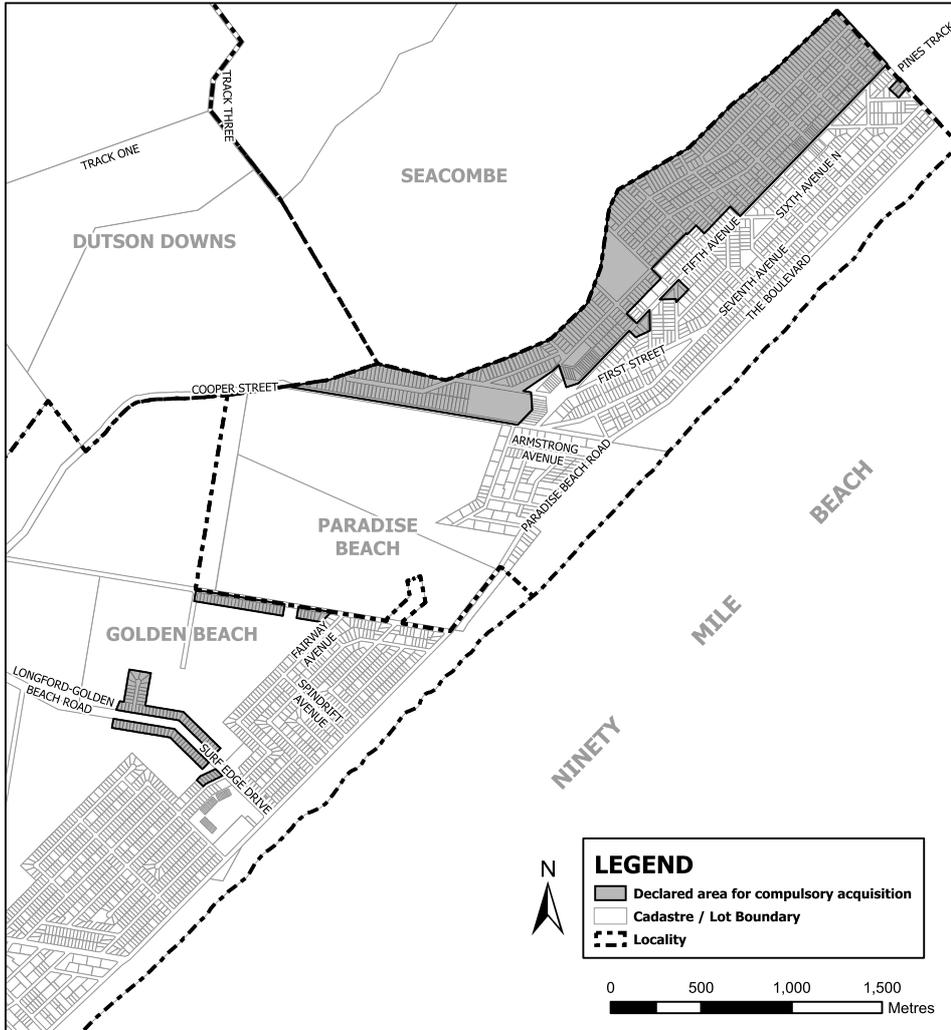
Responsible Minister:

HON SONYA KILKENNY MP

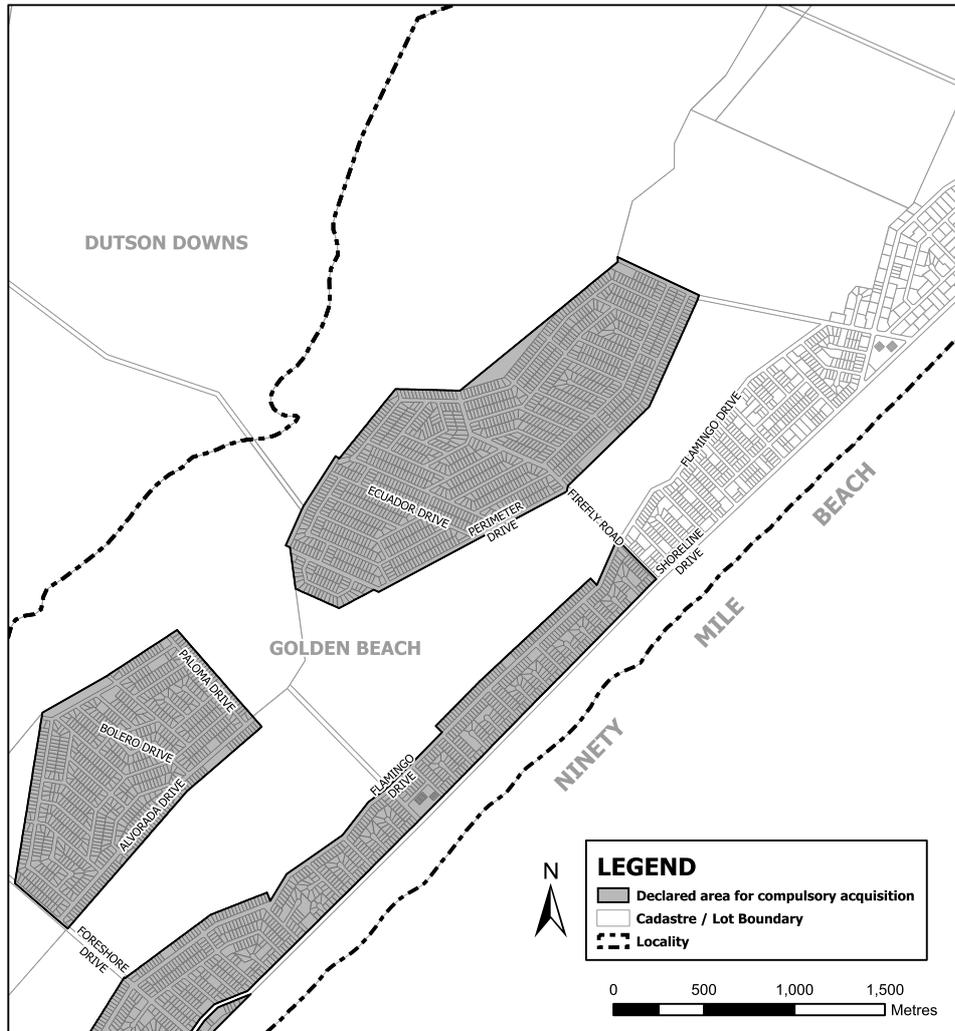
ANGELA SMITH
Clerk of the Executive Council

SPECIAL

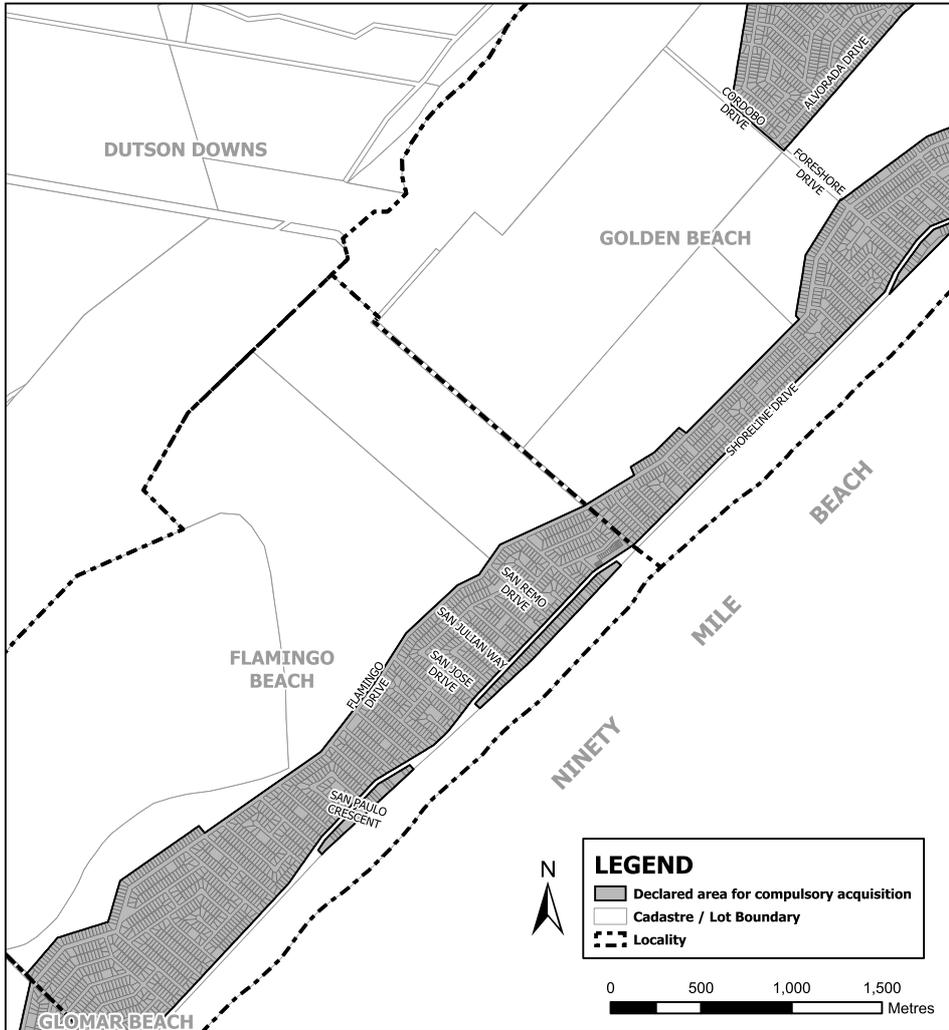
Schedule: Declared Area (6 sheets)



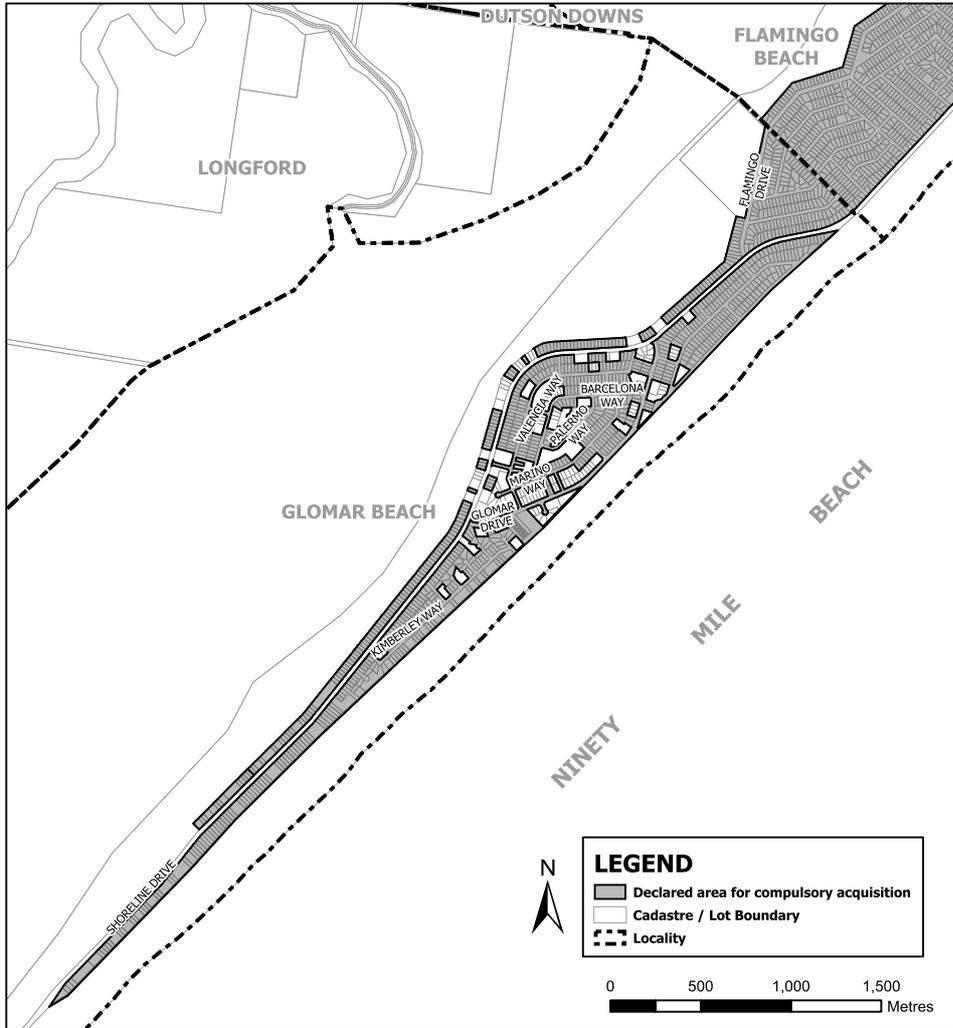
Sheet 1



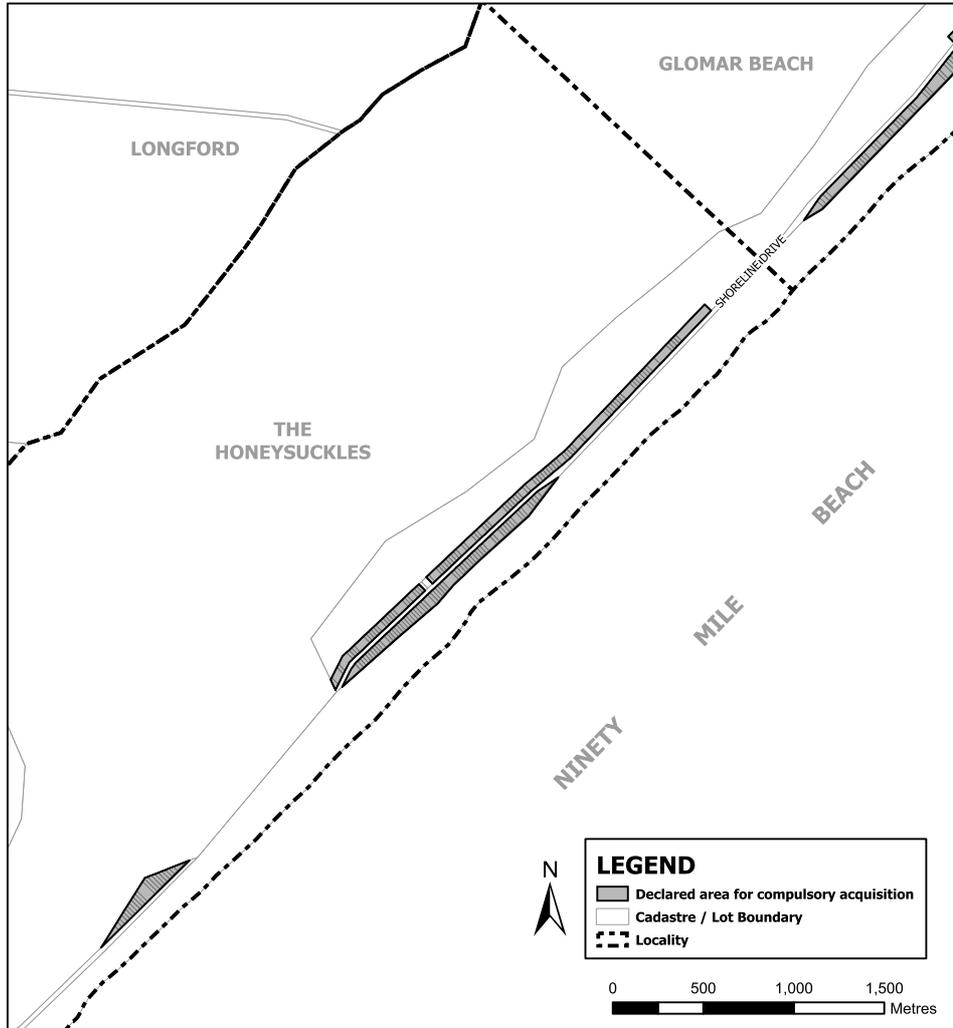
Sheet 2

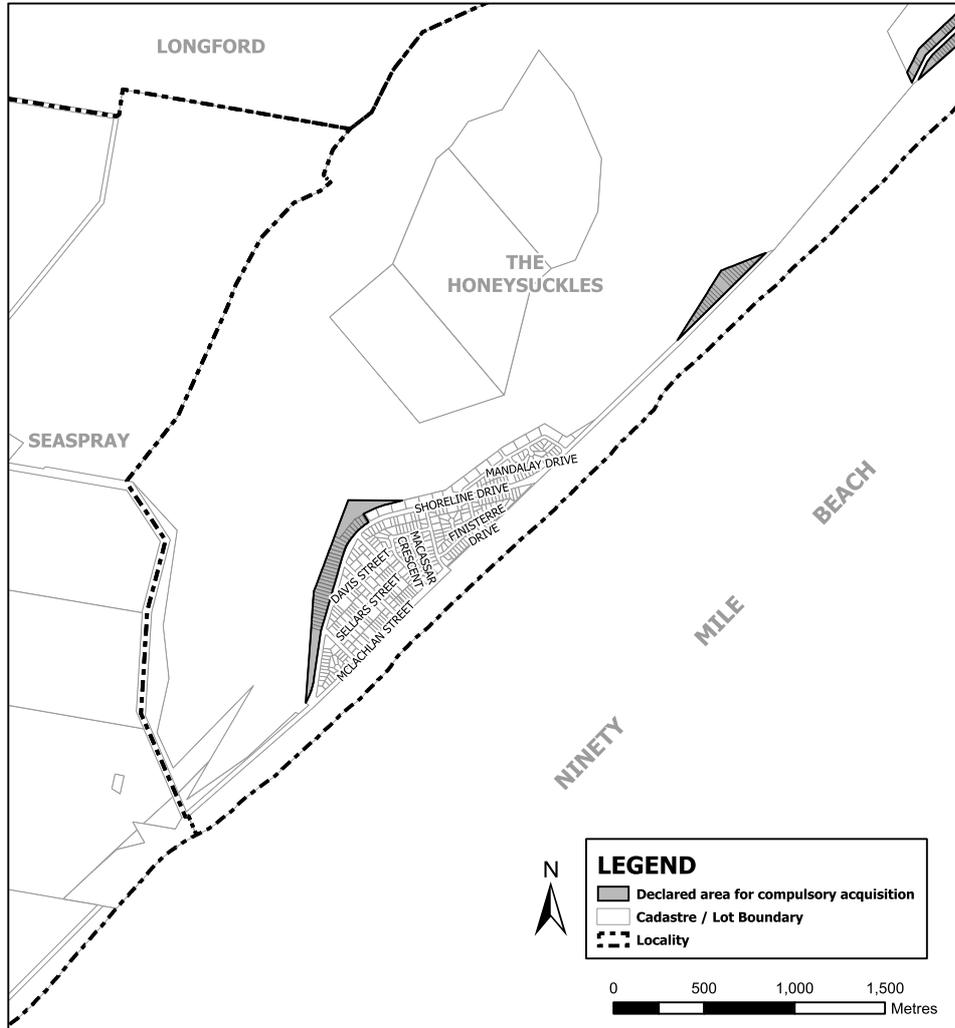


Sheet 3



Sheet 4





ive

The *Victoria Government Gazette* is published by IVE Group Limited with the authority of the Government Printer for the State of Victoria

© State of Victoria 2023

This publication is copyright. No part may be reproduced by any process except in accordance with the provisions of the Copyright Act.

Address all enquiries to the Government Printer for the State of Victoria
Level 2, 1 Macarthur Street
Melbourne 3002
Victoria Australia

How To Order**Retail &
Mail Sales****Victoria Government Gazette**
Ground Floor, Building 8,
658 Church Street,
Richmond 3121**Telephone
email**(03) 8523 4601
gazette@ivegroup.com.au**Price Code A**

14.2. MONTHLY PLANNING DECISIONS - JULY 2023

ACTION OFFICER: MANAGER LAND USE PLANNING

PURPOSE

To provide a report to Council on recent planning permit trends and planning decisions made under delegation by Statutory Planners during the month of July 2023.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council note the reports on recent Planning Permit trends and Planning Application determinations between 1 July and 31 July 2023.

BACKGROUND

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

A copy of planning permit decisions made between 1 July and 31 July 2023 is included in Attachment, '*Planning Decisions Report – July 2023*'.

Attachment '*Planning Trends Report – July 2023*', provides an overview of recent planning permit trends including decisions made, efficiency of decision making and the estimated value of approved development (derived from monthly planning permit activity reporting data).

ATTACHMENTS

1. Planning Decisions Report - July 2023 [**14.2.1** - 4 pages]
2. Planning Trends Report - July 2023 [**14.2.2** - 3 pages]

OPTIONS

Council has the following options available:

1. Receive the July 2023 planning decisions report; or
2. Not receive the July 2023 planning decisions report and seek further information for consideration at a future Council meeting.

PROPOSAL

That Council note the report of recent planning permit trends and planning application determinations between 1 July and 31 July 2023.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

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

COMMUNICATION IMPACT

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

LEGISLATIVE IMPACT

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

COUNCIL POLICY IMPACT

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

COUNCIL PLAN IMPACT

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

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

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

This report supports the above Council Plan strategic outcome.

RESOURCES AND STAFF IMPACT

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

COMMUNITY IMPACT

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

ENVIRONMENTAL IMPACT

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

ENGAGEMENT IMPACT

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

RISK MANAGEMENT IMPACT

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

**PLANNING APPLICATION DETERMINATIONS
BETWEEN 1/07/2023 AND 31/07/2023**

Application No/Year	Date Received	Property Title & Address	Proposal	Status
273-2.00/2021	17/07/2023	Assessment No. 41848 LOT: 9 LP: 18518 41-43 LANSLOWNE ST SALE	B&W associated with the construction of extension to existing dwelling	Permit Issued by Delegate of Resp/Auth 26/07/2023
377-1.00/2021	31/08/2021	Assessment No. 450155 LOT: 28 LP: 1673 39 HAGANS RD COBAINS	Create an access to a road in a Transport Zone 2.	Refusal Issued by Delegate of Respo/Auth 27/07/2023
49-3.00/2022	12/07/2023	Assessment No. 363093 LOT: 17 PS: 5046 393 MEWBURN PARK RD MAFFRA	Use & development of land for a restaurant & to sell & consume liquor.	Permit Issued by Delegate of Resp/Auth 18/07/2023
265-2.00/2022	5/07/2023	Assessment No. 441766 LOT: 42 BLK: B PS: 8478 21 SELLARS ST THE HONEYSUCKLES	B/W associated with the construction of a dwelling.	Permit Issued by Delegate of Resp/Auth 7/07/2023
418-1.00/2022	5/09/2022	Assessment No. 107045 LOT: 1 PS: 602219P 1,613 SETTLEMENT RD WURRUK	Multi lot staged subdivision of the land.	Permit Issued by Delegate of Resp/Auth 18/07/2023
459-1.00/2022	3/10/2022	Assessment No. 201160 LOT: 1 PS: 608263D 468 HIAMDALE	B&W associated with extension to an existing dwelling and a new shed.	Permit Issued by Delegate of Resp/Auth 19/07/2023
518-1.00/2022	16/11/2022	Assessment No. 46250 LOT: 1 TP: 375794A 1-15 PRINCES HWY WURRUK	Use and Development of the land for a Hotel.	Permit Issued by Delegate of Resp/Auth 4/07/2023
569-1.00/2022	19/12/2022	Assessment No. 80093 LOT: 1 PS: 129479 PRINCES HWY STRATFORD	B&W associated with the construction of a telecommunications facility.	NOD issued by Delegate of Respon/Auth 21/07/2023
8-2.00/2023	24/07/2023	Assessment No. 235341 PC: 353373 11 MARY ST LOCH SPORT	Buildings and works associated with the construction of a fence.	Permit Issued by Delegate of Resp/Auth 26/07/2023
22-1.00/2023	31/01/2023	Assessment No. 460410 LOT: 1 TP: 240826 COMMERCIAL RD YARRAM	Installation of an externally illuminated major promotions sign.	Permit Issued by Delegate of Resp/Auth 27/07/2023
45-1.00/2023	13/02/2023	Assessment No. 369546 PLANNING & BUILDING ST WELLINGTON	Removal of native vegetation.	Permit Issued by Delegate of Resp/Auth 24/07/2023

ATTACHMENT 14.2.1

Application No/Year	Date Received	Property Title & Address	Proposal	Status
72-1.00/2023	3/03/2023	Assessment No. 450973 LOT: S2 PS: 324120J TYSON RD HEYFIELD	Multi lot subdivision of the land.	Permit Issued by Delegate of Resp/Auth 27/07/2023
118-1.00/2023	13/04/2023	Assessment No. 420752 LOT: 7 PS: 536484K 48 BROBERG CL HEYFIELD	Buildings and works associated with the construction of a dwelling.	Permit Issued by Delegate of Resp/Auth 7/07/2023
123-1.00/2023	20/04/2023	Assessment No. 403139 CA: 20D SEC: 1 R FOATS RD WOODSIDE	3 Lot Staged Subdivision of the land and removal of native vegetation.	Permit Issued by Delegate of Resp/Auth 18/07/2023
139-1.00/2023	4/05/2023	Assessment No. 324988 LOT: 2 PS: 908417E 671 TINAMBA-SEATON RD TINAMBA	Use and development of a dwelling.	Permit Issued by Delegate of Resp/Auth 12/07/2023
149-1.00/2023	9/05/2023	Assessment No. 204974 LOT: 7 PS: 704991G 2,023 PRINCES HWY ROSEDALE	B&W associated with the extension of an existing dwelling.	Permit Issued by Delegate of Resp/Auth 24/07/2023
153-1.00/2023	10/05/2023	Assessment No. 435636 LOT: 2 PS: 705877Y 110-112 FIREBRACE RD HEYFIELD	B&W associated with construction of a bus storage shelter.	Permit Issued by Delegate of Resp/Auth 6/07/2023
160-1.00/2023	19/05/2023	Assessment No. 314047 LOT: 14 PS: 316768X 4 INALA RD GLENMAGGIE	Buildings & works associated with construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 6/07/2023
168-1.00/2023	24/05/2023	Assessment No. 12138 LOT: 1 TP: 442682Q 446-454 RAYMOND ST SALE	Buildings & works associated with the construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 7/07/2023
180-1.00/2023	1/06/2023	Assessment No. 192211 CA: 10 SEC: 10 118-120 PRINCE ST ROSEDALE	Installation of business signage.	Permit Issued by Delegate of Resp/Auth 27/07/2023
183-1.00/2023	2/06/2023	Assessment No. 398099 LOT: 13 LP: 135365 55 CANSICK ST ROSEDALE	B/W associated with the construction of a dwelling.	Permit Issued by Delegate of Resp/Auth 5/07/2023
188-2.00/2023	26/07/2023	Assessment No. 104216 LOT: 1 LP: 123440 821 NAMBROK RD NAMBROK	B&W associated with construction of an agricultural building.	Permit Issued by Delegate of Resp/Auth 31/07/2023
191-1.00/2023	14/06/2023	Assessment No. 87130 PC: 377905K 72 LIND AVE DARGO	Medical Centre, reduction of carparking, signage & access to TZ2.	Permit Issued by Delegate of Resp/Auth 24/07/2023

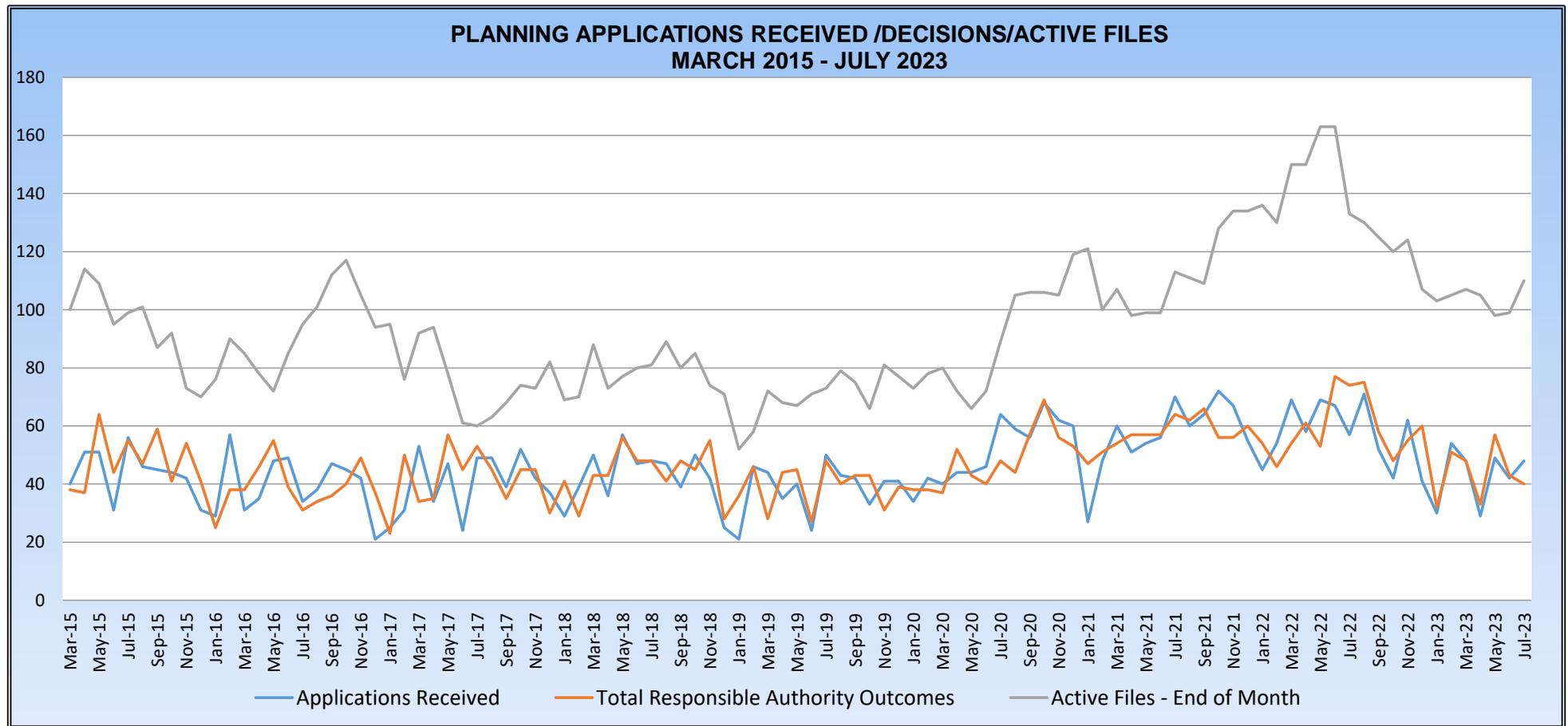
ATTACHMENT 14.2.1

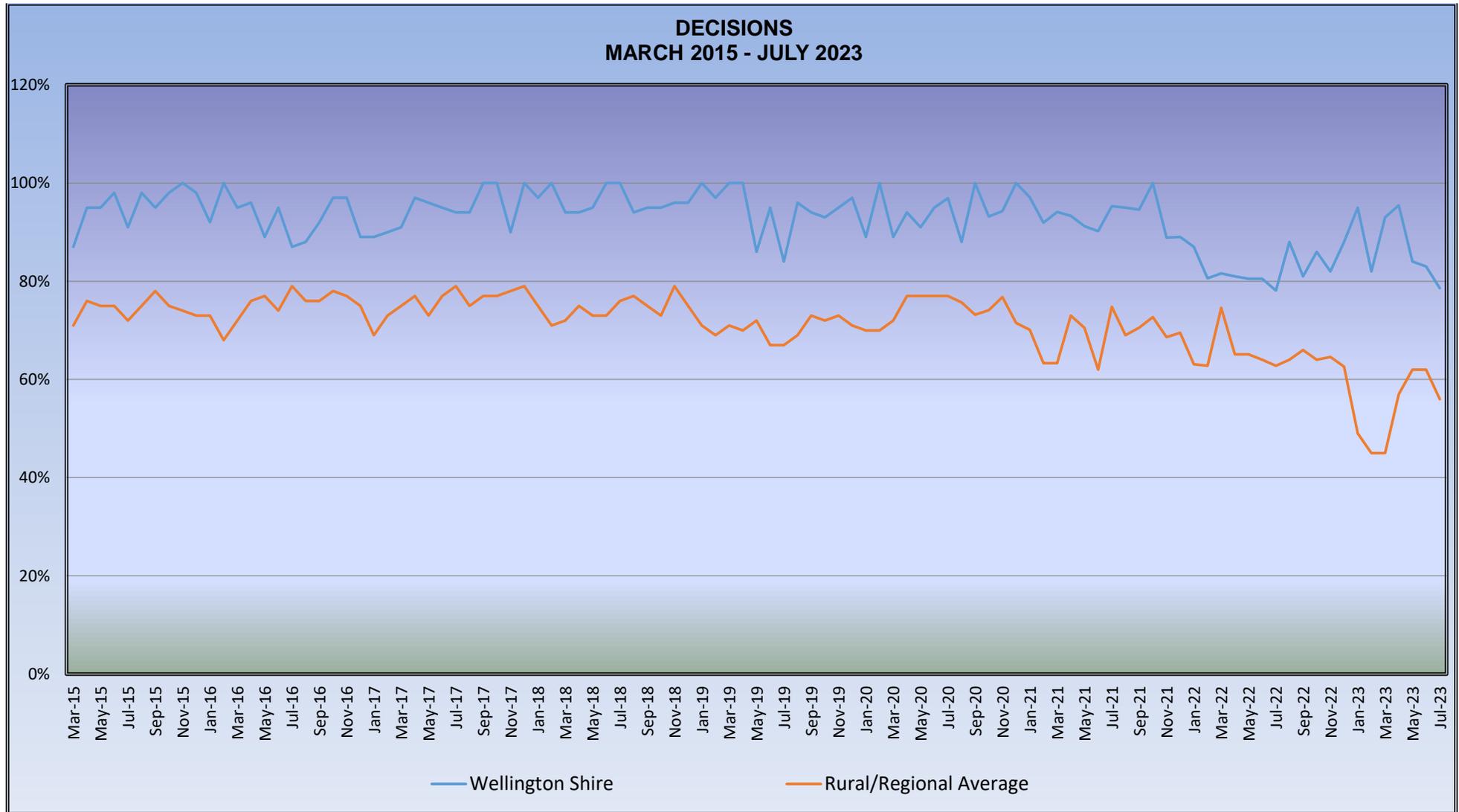
Application No/Year	Date Received	Property Title & Address	Proposal	Status
194-1.00/2023	15/06/2023	Assessment No. 85563 LOT: 2 PS: 88422 1,500 PRINCES HWY STRAITFORD	B&W associated with the construction of an agricultural shed.	Permit Issued by Delegate of Resp/Auth 10/07/2023
200-1.00/2023	16/06/2023	Assessment No. 454942 LOT: 18 PS: 736786C 59-61 WELLINGTON PARK SALE	B&W of 7 industrial buildings, reduced car park & subdivision to 7 lot	Permit Issued by Delegate of Resp/Auth 26/07/2023
204-1.00/2023	23/06/2023	Assessment No. 84707 CA: 95A SEC: 2 725 MARLAY POINT RD CLYDEBANK	Alteration to an existing liquor licence.	Permit Issued by Delegate of Resp/Auth 21/07/2023
205-1.00/2023	26/06/2023	Assessment No. 218537 LOT: 1 TP: 199326R 15 BEACHCOMBER RD GOLDEN BEACH	Construction of an extension to existing dwelling & outbuildings.	Withdrawn 17/07/2023
208-1.00/2023	26/06/2023	Assessment No. 105403 PTL: 106 PS: 833210 16 SALE-COWWARR RD FULHAM	B&W associated with the construction of a vehicle storage.	Permit Issued by Delegate of Resp/Auth 5/07/2023
209-1.00/2023	27/06/2023	Assessment No. 297812 LOT: 1 TP: 225436T 73 RODGERS ST YARRAM	Buildings and works associated with the construction of an outbuilding	Permit Issued by Delegate of Resp/Auth 3/07/2023
213-1.00/2023	29/06/2023	Assessment No. 244749 LOT: 13 LP: 30043 26 VICTORIA PDE LOCH SPORT	Buildings and works associated with the construction of an outbuilding	Permit Issued by Delegate of Resp/Auth 12/07/2023
215-1.00/2023	29/06/2023	Assessment No. 219626 PC: 379244T 10-12 OCEAN CT GOLDEN BEACH	Buildings and works associated with the construction of an outbuilding	Permit Issued by Delegate of Resp/Auth 12/07/2023
217-1.00/2023	3/07/2023	Assessment No. 299651 LOT: 2 PS: 313143H 393 TARRA VALLEY RD DEVON NORTH	B&W associated with the construction of an agricultural shed.	Permit Issued by Delegate of Resp/Auth 5/07/2023
218-1.00/2023	5/07/2023	Assessment No. 375600 LOT: 1 TP: 568837 1-9 NAPIER RD WON WRON	Buildings & works assoc with construction of a shed.	Permit Issued by Delegate of Resp/Auth 11/07/2023
220-1.00/2023	5/07/2023	Assessment No. 287888 LOT: 1 TP: 106700T 11 WONYIP HILL RD WONYIP	B/W associated with the construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 27/07/2023
221-1.00/2023	5/07/2023	Assessment No. 382903 LOT: 2 PS: 646214C 2-4 CHURCH RD YARRAM	B/W associated with the construction of a shed.	Permit Issued by Delegate of Resp/Auth 12/07/2023

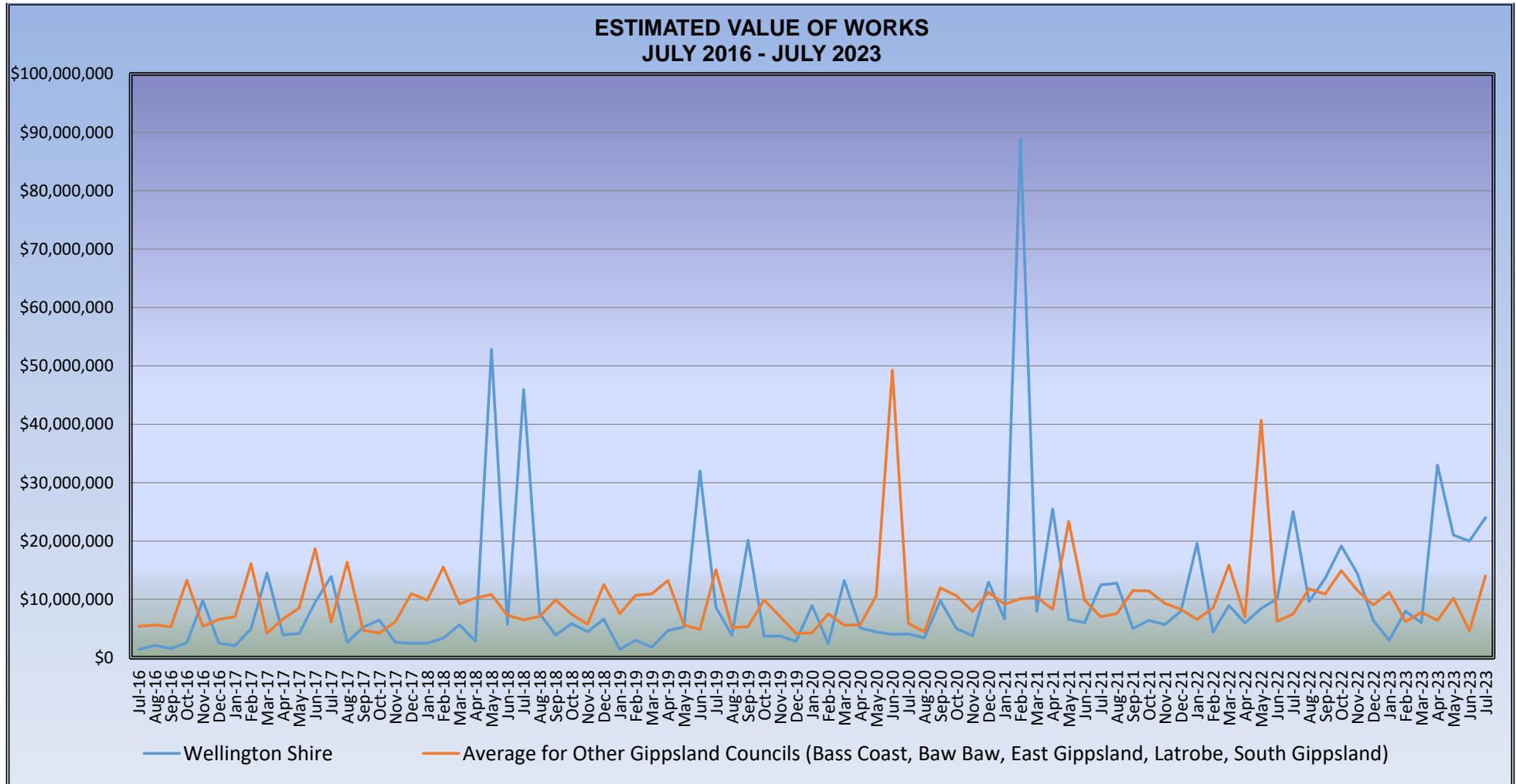
ATTACHMENT 14.2.1

Application No/Year	Date Received	Property Title & Address	Proposal	Status
231-1.00/2023	12/07/2023	Assessment No. 221861 PC: 377391Q 67-69 SUNBURST AVE GOLDEN BEACH	Buildings and works associated with the construction of an outbuilding	Permit Issued by Delegate of Resp/Auth 18/07/2023
233-1.00/2023	13/07/2023	Assessment No. 84681 CA: 92A SEC: 2 332 MARLAY POINT RD CLYDEBANK	Use and Development of the land for a Dwelling.	Permit Issued by Delegate of Resp/Auth 24/07/2023
236-1.00/2023	17/07/2023	Assessment No. 450379 LOT: 1 PS: 203875S 85 MAFFRA RD HEYFIELD	B&W associated with the construction of an industrial shed.	Permit Issued by Delegate of Resp/Auth 25/07/2023
237-1.00/2023	17/07/2023	Assessment No. 306670 LOT: 1 PS: 70161 185 JOHNSON ST MAFFRA	Construction of two buildings & an extension to an existing shed.	Permit Issued by Delegate of Resp/Auth 28/07/2023

Total No of Decisions Made: 39







15. GENERAL MANAGER BUILT AND NATURAL ENVIRONMENT

15.1. ROAD OPENING - PART RUMPFSS LANE, HEYFIELD

ACTION OFFICER: MANAGER BUILT ENVIRONMENT

PURPOSE

The purpose of this report is for Council to receive and consider the report of the Submissions Committee hearing to re-open part of Rumpffs Lane, Heyfield to public traffic.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That:

- 1. Council receive and consider the report from the Submissions Committee in relation to the re-opening of part of Rumpffs Lane, Heyfield; and***
- 2. Having regard to the written submission on the re-opening of part of Rumpffs Lane, Heyfield and the Submission Committee finding that access is required from Riverview Road to Lot 1 PS729758 and pursuant to section 407(1) of the Land Act, that it is desirable in the public interest for the Department of Environment, Energy and Climate Action to be requested that part of the unused road licence held over Rumpffs Lane, Heyfield be revoked, as it is required for public traffic.***
- 3. The information contained in the confidential attachment and designated confidential under Section 3(1) Confidential Information of the Local Government Act 2020 by the General Manager Built and Natural Environment on 5 September 2023 because it relates to the following grounds: (f) personal information, being information which if released would result in the unreasonable disclosure of information about a person or their personal affairs; be designated confidential information under Section 3(1) Confidential Information of the Local Government Act 2020.***

BACKGROUND

The property owner of Lot 1 PS729758 has through their solicitor requested Council Officers to re-open part of Rumpffs Lane at Heyfield to public traffic as the whole of Rumpffs Lane is currently held under an unused road licence to an adjoining property owner and their property (Lot 1 PS729758) has no legal access onto Riverview Road.

On or around 1994 an unused road licence was issued over Rumpffs Lane at Heyfield. The extents of the current unused road licence tenure number 1510615 have been confirmed by the Department of Environment Energy and Climate Action (DECCA). When the licence was initially issued the unused road traversed through a single farming enterprise that either extended across both sides or abutted Rumpffs Lane and provided access to the farmhouse.

In 2015 the then property owners undertook a re-subdivision of two lots within their farming enterprise, to create the current Lots 1 and 2 PS729758. Subsequent to this subdivision, the property owner on 30 November 2016 sold Lot 1 PS729758 containing the farmhouse to a

new owner. It is at this time that the reopening of Rumpffs Lane to public traffic for Lot 1 PS729758 should have been considered. This property has since been resold again.

A report was presented at the 18 April 2023 meeting of Council and the following was resolved:

That Council:

- 1. Pursuant to section 223 of the Local Government Act 1989, authorise the Chief Executive Officer to write to the licensee of the unused road licence 1510615 advising of Council's intention to re-open part of Rumpffs Lane, Heyfield to public traffic; and***
- 2. Appoint three Councillors plus an alternate representative to form the 'Rumpffs Lane Unused Road Licence Committee' that is established by Council under section 223(1)(b)(i) of the Act, to consider written submissions and to hear any persons who in their written submission have requested that they be heard in support of their submission; and***
- 3. In the event that there are no submissions and pursuant to section 407(1) of the Land Act 1958, as it is desirable in the public interest, request the Department of Environment, Energy and Climate Action in writing that part of the unused road licence 1510615 held over Rumpffs Lane, Heyfield be revoked, as it is required for public traffic.***

The members of the Rumpffs Lane Unused Road Licence Committee appointed at this meeting to hear submissions/objections are: Cr Tatterson, Cr Ripper and Cr Crossley plus an alternative representative Mayor Cr Bye.

In accordance with Section 223 of the Act a hearing date was set for 10am on 13 July 2023 to hear the submissions/objections.

An objection was received from the unused road licence holder and a meeting of the Rumpffs Lane Unused Road Licence Committee was held to consider the objection. The report from Submissions Committee is attached and requires Council to resolve that Rumpffs Lane (or part thereof) is required to be opened for public traffic and subsequent to such resolution write to the Department of Environment, Energy and Climate Action, pursuant to section 407(1) of the Land Act 1958, to request the formal part revocation of the unused road licence 1510615 held over this road.

The part of Rumpffs Lane proposed to be opened is shown on the attached plan - *Proposed Part Revocation of Unused Road Licence 1510615 Rumpffs Lane, Heyfield.*

A revocation of this unused road licence (or part thereof) does not obligate Council to declare this Rumpffs Lane on its register of Public Roads, or, to undertake any road maintenance on this road. Subject to Council's resolution, once open to public traffic, the road will be a non-maintained road as it does not meet the criteria specified in Council's Road Management Plan.

ATTACHMENTS

1. Proposed Part Revocation of Unused Road Licence 1510615 Rumpffs Lane, Heyfield. [15.1.1 - 2 pages]
2. Confidential Header Rumpffs Lane Heyfield [15.1.2 - 1 page]
3. CONFIDENTIAL REDACTED - Rumpffs Lane Objection [15.1.3 - 1 page]
4. CONFIDENTIAL REDACTED - Submission to hearing committee [15.1.4 - 2 pages]

5. CONFIDENTIAL REDACTED - Special Hearing Report Objection Opening Of Rumpffs Lane Heyfield [15.1.5 - 2 pages]

OPTIONS

Council has the following options available:

1. Receive and consider the report from the Submissions Committee (attached) in relation to the Rumpffs Lane, Heyfield; or
2. Not receive the report from the Submissions Committee in relation to the opening Rumpffs Lane, Heyfield and not proceed with the opening of Rumpffs Lane at this time.

PROPOSAL

That:

1. Council receive and consider the report from the Submissions Committee in relation to the re-opening of part of Rumpffs Lane, Heyfield; and
2. Having regard to the written submission on the re-opening of part of Rumpffs Lane, Heyfield and the Submission Committee finding that access is required from Riverview Road to Lot 1 PS729758 and pursuant to section 407(1) of the *Land Act*, that it is desirable in the public interest for the Department of Environment, Energy and Climate Action to be requested that part of the unused road licence held over Rumpffs Lane, Heyfield be revoked as it is required for public traffic.
3. The information contained in the confidential attachment and designated confidential under Section 3(1) Confidential Information of the *Local Government Act 2020* by the General Manager Built and Natural Environment on 5 September 2023 because it relates to the following grounds: (f) personal information, being information which if released would result in the unreasonable disclosure of information about a person or their personal affairs; be designated confidential information under Section 3(1) Confidential Information of the *Local Government Act 2020*.

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

Written submissions were considered by the Submission Committee of Council in accordance with Section 223 of the *Local Government Act 1989*. Their report is provided in

the confidential attachment Special Hearing Report Objection Opening Of Rumpffs Lane Heyfield.

Application for revocation of an unused road licence is pursuant to section 401(1) of the *Land Act 1958*.

COUNCIL POLICY IMPACT

There is no Council policy on the closure or opening of unused roads to public traffic, with each application being treated on merit.

COUNCIL PLAN IMPACT

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

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

This report supports the above Council Plan strategic outcome.

RESOURCES AND STAFF IMPACT

This impact has been assessed and there is no effect to consider at this time as this section of road will not be added to Wellington Shire Council’s register of public roads.

COMMUNITY IMPACT

The revocation of part of the unused road licence will allow the use of this section of Rumpffs Lane for access to the applicant’s property.

ENVIRONMENTAL IMPACT

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

ENGAGEMENT IMPACT

The licence holder and the applicant are the only persons directly affected by the unused road licence. The holder of the licence had been advised in writing of the proposal.

RISK MANAGEMENT IMPACT

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

PROPOSED PART REVOCATION OF UNUSED ROAD LICENCE 1510615
RUMPFSS LANE, HEYFIELD



Applicants property – shown as

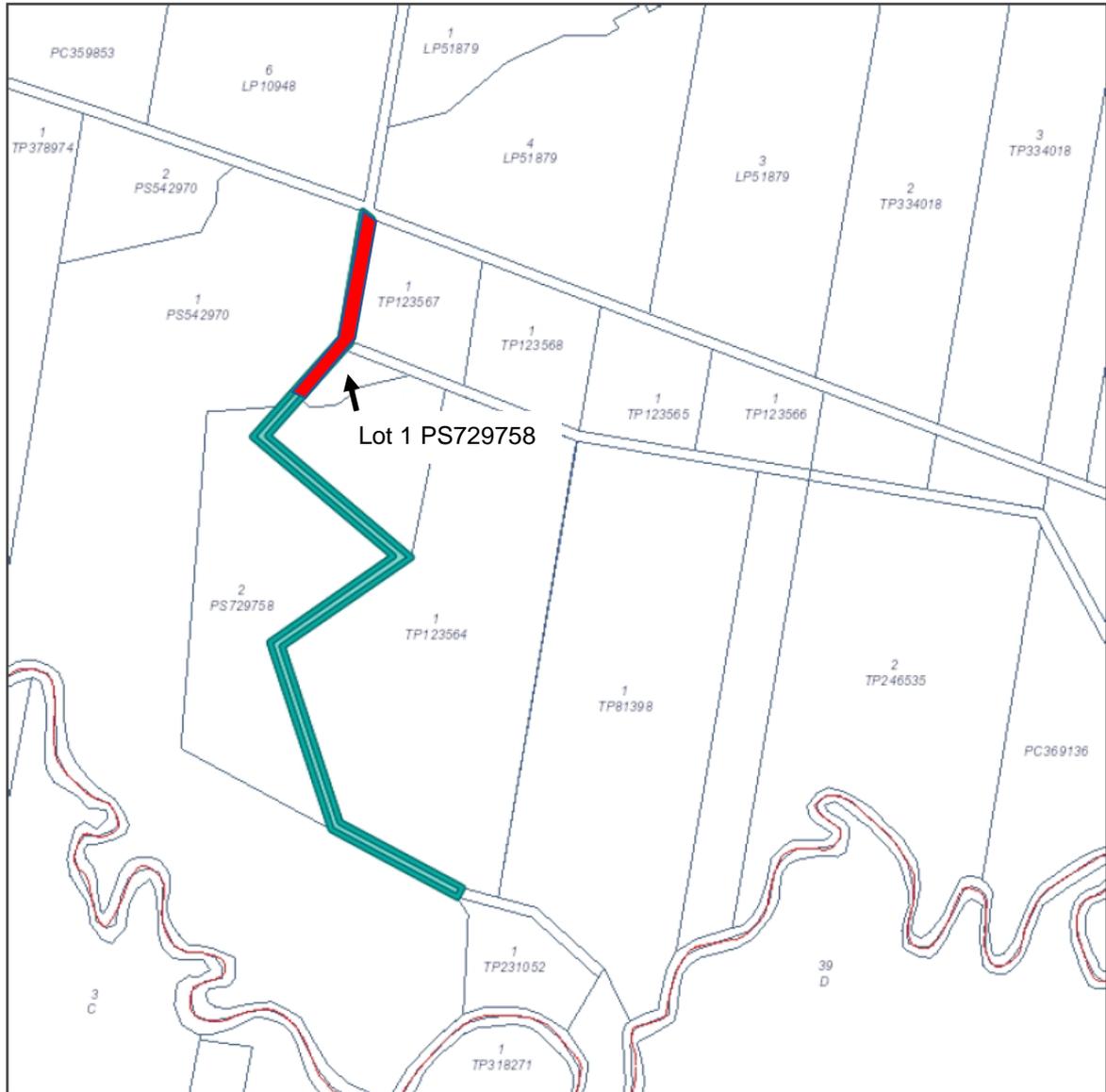


Road proposed to be opened to public traffic – shown as



DECCA TENURE - LICENCE 1510615

Tenure 1510615  Environment, Land, Water and Planning



Legend

- | | | | |
|--|--|--|--|
| <ul style="list-style-type: none"> Township Parish Parcel Crown Parcel Crown Land Government Road Plan Noting Apiary Temporary Apiary Rights Beef and Range Licences | <ul style="list-style-type: none"> Linear Tenure Other Pipelines Industrial Commercial licences Recreation Amusement licences Occupancy licences Radio TV Telecom site licences Emergency Services Use licences Water Supply licences Miscellaneous General licences Easements Pipe Consents | <ul style="list-style-type: none"> Lease General Licence Delegated Lease Delegated Licence Grazing Licence Riparian Management Licence Water Frontage Licence Unused Road Licence Delegated Management Reserve Direct Management Reserve | <ul style="list-style-type: none"> Government Road Government Road Dual Status Government Road |
|--|--|--|--|

1: 10,397

-MapScale-



Overview Map

Disclaimer: This map is a snapshot generated from Victorian Government data. This material may be of assistance to you but the State of Victoria does not guarantee that the publication is without flaw of any kind or is wholly appropriate for your particular purposes and therefore disclaims all liability for error, loss or damage which may arise from reliance upon it. All persons accessing this information should make appropriate enquiries to assess the currency of the data.

Proposed road to be opened to public traffic – shown as





WELLINGTON
SHIRE COUNCIL
The Heart of Gippsland

ORDINARY COUNCIL MEETING
19 September 2023

On this day, 5 September 2023, in accordance with Section 3(1) of the *Local Government Act 2020*; I, Chris Hastie, General Manager Built and Natural Environment declare that the information contained in the attached:

RUMPFES LANE OBJECTION

SUBMISSION TO HEARING COMMITTEE

SPECIAL HEARING REPORT OBJECTION – OPENING OF RUMPFES LANE, HEYFIELD

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;

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

.....
CHRIS HASTIE
General Manager Built and Natural Environment

15.2. MUNICIPAL ASSOCIATION OF VICTORIA (MAV) AQUA ENERGY GAS SITE SUPPLY CONTRACT (EC8310-2022)

ACTION OFFICER: MANAGER BUILT ENVIRONMENT

PURPOSE

The objective of this report is for Council to consider participating in the Municipal Association of Victoria's tender process for the supply of Natural Gas to large Council sites (EC 8310-2023-LargeNG).

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council:

- 1. Authorise the Chief Executive Officer to execute the Natural Gas – Large Sites Agency Deed including Schedules A, B and C as attached and in doing so appoints the Municipal Association of Victoria to act on Council's behalf for the procurement of the Supply of Natural Gas to large Council sites; and***
- 2. On the basis that the tender amount for the supply of Natural Gas for large Council sites is within budget, Council authorises the Chief Executive Officer to execute contract documents for this supply through the Municipal Association of Victoria's EC 8310-2023 contract; and***
- 3. The information contained in the confidential attachment Contract MAV EC 8310-2023 Aqua Energy Large Site Gas Supply and designated confidential under Section 3(1) Confidential Information of the Local Government Act 2020 by the General Manager Built and Natural Environment on 24 August 2023 because it relates to the following grounds: (g)(ii) private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage; be designated confidential information under Section 3(1) Confidential Information of the Local Government Act 2020, except that once this recommendation has been adopted the name of the successful tenderer can be made public.***

BACKGROUND

On behalf of participating Councils, the Municipal Association of Victoria engaged Trans-Tasman Energy Group to conduct a multisite tender process for the supply of natural gas to nominated large Council facilities. Wellington Shire Council has one site, Aqua Energy, which meets the requirements of this contract.

The Municipal Association of Victoria's procurement team and Trans-Tasman Energy Group have successfully partnered to provide councils with access to competitive electricity and gas contracts for more than ten years.

Wellington Shire Council has in the past participated in the Municipal Association of Victoria's collaborative procurement for natural gas in accordance with the organisational procurement policy, and Council's current contract is a result of the last tender process. Councils current contract for the supply of Natural Gas to large sites expires on 31 December 2023.

ATTACHMENTS

1. Confidential Header Aqua Energy Large Site Gas [15.2.1 - 1 page]
2. CONFIDENTIAL REDACTED - MAV Agency Appointment Natural Gas Sites 2023 FINAL [15.2.2 - 9 pages]

OPTIONS

Council has the following options available:

1. To authorise the Chief Executive Officer to execute the Natural Gas – Large Sites Agency Deed including Schedules A, B and C as attached and in doing so appoint the Municipal Association of Victoria to act on Council's behalf for the procurement of the Supply of Natural Gas to large Council sites; and on the basis that the tender amount for the supply of Natural Gas for large Council sites is within budget, Council authorise the Chief Executive Officer to execute contract documents for this supply through the Municipal Association of Victoria's EC 8310-2023 contract; or
2. Not proceed as proposed and revert to current market retail prices.

PROPOSAL

That Council authorise the Chief Executive Officer to execute the Natural Gas – Large Sites Agency Deed including Schedules A, B and C as attached and in doing so appoint the Municipal Association of Victoria to act on Council's behalf for the procurement of the Supply of Natural Gas to large Council sites; and on the basis that the tender amount for the supply of Natural Gas for large Council sites is within budget, Council authorise the Chief Executive Officer to execute contract documents for this supply through the Municipal Association of Victoria's EC 8310-2023 contract.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

Funding for the supply of natural gas to all facilities, based on the rates provided for in the current supply contracts, are included in Council's adopted budget.

The projected expenditure for this supply contract to large sites, which could be multi-year, is likely to be above officer delegation and as such requires Council authorisation. This includes consideration of the Aqua Energy redevelopment.

COMMUNICATION IMPACT

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

LEGISLATIVE IMPACT

Council has signed an Agency Agreement with MAV to participate in a national tender through MAV for supply of natural gas to small tariff sites. This Agency Agreement complies with the requirements of Council's procurement policy which is made under section 108 of the *Local Government Act 2020*.

COUNCIL POLICY IMPACT

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

COUNCIL PLAN IMPACT

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

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

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

This report supports the above Council Plan strategic outcomes.

RESOURCES AND STAFF IMPACT

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

COMMUNITY IMPACT

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

ENVIRONMENTAL IMPACT

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

ENGAGEMENT IMPACT

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

RISK MANAGEMENT IMPACT

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



WELLINGTON
SHIRE COUNCIL
The Heart of Gippsland

**ORDINARY COUNCIL MEETING
19 September 2023**

On this day, 28 August 2023, 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 - **MAV AGENCY APPOINTMENT NATURAL GAS LARGE GAS SITES EC 8310-2023** is confidential because it relates to the following grounds under Section 3(1) of the *Local Government Act 2020*:

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

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

16. 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.

17. IN CLOSED SESSION

COUNCILLOR

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

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

IN CLOSED SESSION

COUNCILLOR

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

Meeting declared closed at:

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