



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 2 April 2024, commencing at 5:00 PM

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

**ORDINARY MEETING OF COUNCIL
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COUNCIL MEETING INFORMATION

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

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

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

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 19 March 2024.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council adopt the minutes and resolutions of the Ordinary Council Meeting of 19 March 2024.

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
Mafeking Hill corella issue	5 March 2024	The Built Environment team have prepared a response to be tabled at this Council Meeting.	General Manager Built & Natural Environment
Falls Lane, Bundalaguah	19 March 2024	The Built Environment team are preparing a response to be tabled at a future Council Meeting.	General Manager Built & Natural Environment

8. INVITED ADDRESSES, PRESENTATIONS OR ACKNOWLEDGEMENTS

9. QUESTION/S ON NOTICE

9.1. OUTSTANDING QUESTION/S ON NOTICE

ACTION OFFICER: CHIEF EXECUTIVE OFFICER

ITEM	FROM MEETING	COMMENTS	ACTION BY
NIL			

10. DELEGATES REPORT

11. GENERAL MANAGER CORPORATE SERVICES

11.1. ASSEMBLY OF COUNCILLORS REPORT

ACTION OFFICER: MANAGER ORGANISATIONAL PERFORMANCE AND GOVERNANCE

OBJECTIVE

To report on all assembly of Councillor records received for the period 11 March 2024 to 24 March 2024.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council note and receive the attached Assembly of Councillor records for the period 11 March 2024 to 24 March 2024.

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 11 March 2024 to 24 March 2024.

ATTACHMENTS

1. Strategic Land Use Planning Project Review Group 12 March 2024 [11.1.1 - 1 page]
2. Assembly of Councillors Council Day 19 March 2024 [11.1.2 - 2 pages]
3. Municipal Emergency Management Planning Committee 21 March 2024 [11.1.3 - 1 page]

OPTIONS

Council has the following options:

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

PROPOSAL

That Council note and receive the attached assembly of Councillors records during the period 11 March 2024 to 24 March 2024.

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 - MEETING ORGANISED, HOSTED OR SUPPORTED BY COUNCIL

ATTACHMENT 11.1.1

NAME OF MEETING	STRATEGIC LAND USE PLANNING PROJECT REVIEW GROUP
DATE OF MEETING	12 MARCH 2024

ASSEMBLY OF COUNCILLORS AND OFFICERS IN ATTENDANCE			
COUNCILLOR	ATTENDANCE	OFFICERS IN ATTENDANCE	
<i>Cr Ian Bye</i>	YES	Barry Hearsey	Manager Land Use Planning
<i>Cr Gayle Maher</i>	YES	Sam Pye	Manager Built Environment
<i>Cr Carolyn Crossley</i>	NO	Josh Clydesdale	Major Projects and Principal Strategic Planner
<i>Cr Carmel Ripper</i>	NO	Caragh Button	Strategic Planner
<i>Cr John Tattersson</i>	NO	Miriam Turner	Strategic Planner
<i>Cr Garry Stevens</i>	NO		
<i>Cr Jill Wood</i>	NO		
<i>Cr Marcus McKenzie</i>	NO		
<i>Cr Scott Rossetti</i>	NO		
MATTERS CONSIDERED IN THE MEETING			
Meeting Agenda <ul style="list-style-type: none"> • Meeting Minutes • Action Table • Strategic Planning Work • Incoming Correspondence • Planning Scheme Amendment Requests • Other Business • Next Meeting 			
CONFLICTS OF INTEREST NOTED*			
NIL			

* In accordance with Rule 18.5(1) of the Wellington Shire Council Governance Rules a Councillor who has a conflict of interest must not participate in discussion of matters that will come before Council for a decision, or if a decision will be made by a member of staff acting under delegation.

ASSEMBLY OF COUNCILLORS - COUNCIL DAY

COUNCIL WORKSHOPS – 19 MARCH 2024			
COUNCILLOR	ATTENDANCE	OFFICERS IN ATTENDANCE	
Cr Ian Bye	YES	David Morcom	Chief Executive Officer
Cr John Tatterson	YES	Chris Hastie	General Manager Built & Natural Environment
Cr Carolyn Crossley	Item 8 only	Clem Gillings	General Manager Community & Culture
Cr Carmel Ripper	YES	Arthur Skipitaris	General Manager Corporate Services
Cr Gayle Maher	YES	Andrew Pomeroy	General Manager Development
Cr Garry Stephens	YES		
Cr Jill Wood	YES		
Cr Marcus McKenzie	YES		
Cr Scott Rossetti	YES		
CONFLICTS OF INTEREST NOTED*			
NIL			

* In accordance with Rule 18.5 of the Wellington Shire Council Governance Rules a Councillor who has a conflict of interest must not participate in discussion of matters that will come before Council for a decision, or if a decision will be made by a member of staff acting under delegation.

WORKSHOP DETAILS – 20 FEBRUARY 2024		
ITEM NO.	WORKSHOP TITLE	PRESENTERS
1.1	PUBLIC ART INSTALLATIONS	<ul style="list-style-type: none"> Louisa Waters, Coordinator Collections & Exhibitions <i>Conflicts of Interest: NIL</i>
1.2	PROCUREMENT AND CONTRACT UPDATE	<ul style="list-style-type: none"> Arthur Skipitaris, General Manager Corporate Services Cassandra Sandeman, Coordinator Procurement <i>Conflicts of Interest: NIL</i>

ASSEMBLY OF COUNCILLORS - COUNCIL DAY

WORKSHOP DETAILS – 20 FEBRUARY 2024		
ITEM NO.	WORKSHOP TITLE	PRESENTERS
1.3	AQUA ENERGY REDEVELOPMENT UPDATE	<ul style="list-style-type: none"> • <i>Ross McWhirter, Manager Leisure Services</i> • <i>Ray Weber, Coordinator Projects</i> <p><i>Conflicts of Interest: NIL</i></p>
1.4	'FUTURE WELLINGTON' ENGAGEMENT AND DELIVERY OF COMMUNITY VISION, COUNCIL PLAN AND SUB-PLANS	<ul style="list-style-type: none"> • <i>External Presenter: Caz McLean (Caz McLean Consulting)</i> • <i>Carly Bloomfield, Manager Organisational Performance & Governance</i> <p><i>Conflicts of Interest: NIL</i></p>
1.5	MAFEKING HILL CORELLA ISSUE PETITION	<ul style="list-style-type: none"> • <i>David Harper, Manager Natural Environment & Parks</i> <p><i>Conflicts of Interest: NIL</i></p>
1.6	INTENTION TO DISPLAY DRAFT GOVERNANCE LOCAL LAW 2024	<ul style="list-style-type: none"> • <i>Carly Bloomfield, Manager Organisational Performance & Governance</i> <p><i>Conflicts of Interest: NIL</i></p>
1.7	DEVELOPMENT DIVISION UPDATE: PLANNING, MUNICIPAL SERVICES & ECONOMIC DEVELOPMENT	<ul style="list-style-type: none"> • <i>Andrew Pomeroy, General Manager Development</i> • <i>Barry Hearsey, Manager Land Use Planning</i> • <i>Vanessa Ebsworth, Manager Regulatory Services</i> • <i>Geoff Hay, Manager Economic Development</i> • <i>Ashley Smirl, Coordinator Marketing, Events & Tourism</i> <p><i>Conflicts of Interest: NIL</i></p>
1.8	VICGRID - VERBAL UPDATE	<ul style="list-style-type: none"> • <i>External Presenter : Alistair Parker (DEECA)</i> <p><i>Conflicts of Interest: NIL</i></p>

ASSEMBLY OF COUNCILLORS – 21 March 2024

MEETING	COUNCILLORS, OFFICERS AND OTHERS IN ATTENDANCE (NAME AND POSITION)					
MUNICIPAL EMERGENCY MANAGEMENT COMMITTEE MEETING (MEMPC)	Councillor Name	Attendance	Conflict of Interest	Officer Name	Attendance	Item No.
	Cr Ian Bye	No		D Morcom, CEO	No	
	Cr Carolyn Crossley	YES		A Skipitaris, GMCS	No	
	Cr Marcus McKenzie	No		C Gillings, GMC&C	Yes	
	Cr John Tatterson	No		C Hastie, GMB&NE	No	
	Cr Jill Wood	No		A Pomeroy, GMD	No	
	Cr Gayle Maher	No				
	Cr Carmel Ripper	No				
	Cr Scott Rossetti	No				
Cr Garry Stephens	No					
OTHERS IN ATTENDANCE (NAME AND POSITION)			MATTERS/ITEMS CONSIDERED AT THE MEETING			
Agencies in attendance:			MEMPC Emergency Debrief / After Action review of 13 February 2024 storm event			
WSC, VicPol, CFA, Sthn Rural Water, GippWater, SES, GippPorts, DofH, Red Cross, VCC, VLine, RAAF						

11.2. S11B INSTRUMENT OF APPOINTMENT AND AUTHORISATION (ENVIRONMENT PROTECTION ACT 2017)

ACTION OFFICER: MANAGER ORGANISATIONAL PERFORMANCE AND GOVERNANCE

PURPOSE

This report seeks Council's approval for the designated Council Officers responsible for administration and enforcement of the *Environment Protection Act 2017* to be appointed and authorised as an Authorised Officer under the Act.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council, in the exercise of the powers conferred by section 224 of the Local Government Act 1989 and the other legislation referred to in the attached S11B Instrument of Appointment and Authorisation (the instrument), resolve that:

- 1. The specified officers be appointed and authorised as set out in the instrument as provided in Attachment 11.2.1; and***
- 2. The instrument be signed by the Chief Executive Officer.***

BACKGROUND

Authorised Officers are appointed under the *Environment Protection Act 2017* s 242(2) and authorised under s 313 of the *Local Government Act 2020*, either generally or in a particular case, to institute proceedings for offences against the Acts and regulations described in the attached instrument of authorisation.

Council staff have recently reviewed the S11B Instrument of Appointment and Authorisation and seek to streamline the process with a single instrument encompassing all Environmental Health Officers.

ATTACHMENTS

1. S11B Instrument of Appointment and Authorisation (Environment Protection Act 2017) [11.2.1 - 2 pages]

OPTIONS

Council has the following options available:

1. To appoint and authorise the specified Environmental Health Officers as Authorised Officers as outlined in the attached Instrument of Appointment and Authorisation, or;
2. To not appoint and authorise the specified Environmental Health Officers as Authorised Officers and seek further clarification and or information.

PROPOSAL

It is proposed that Council appoint and authorise the specified officers as Authorised Officers as outlined in the attached Instrument of Appointment and Authorisation.

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 s 242(2) of the *Environment Protection Act 2017* provides Council with the authority to approve the S11B Instrument of Appointment and Authorisation.

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

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

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.

***S11B Instrument of Appointment and Authorisation
(Environment Protection Act 2017 only)***



WELLINGTON
SHIRE COUNCIL
The Heart of Gippsland

***S11B Instrument of Appointment and Authorisation by Council
(Environment Protection Act 2017 only)***



Instrument of Appointment and Authorisation (*Environment Protection Act 2017*)

In this Instrument 'officer' means –

**Coordinator Environmental Health
Environmental Health Officer**

By this Instrument of Appointment and Authorisation Wellington Shire Council –

under s 242(2) of the *Environment Protection Act 2017* ('Act') and the Instrument of Delegation of the Environment Protection Authority under the Act dated 4 June 2021 - appoints the officers to be authorised officers for the purposes of exercising the powers and functions set out in the Instrument of Direction of the Environment Protection Authority under the Act dated 4 June 2021.

It is declared that this Instrument -

- revokes all previous S11B Instruments of Appointment and Authorisation (*Environment Protection Act 2017*);
- comes into force immediately upon its execution;
- remains in force until varied or revoked.

This Instrument is made by the Chief Executive Officer of Wellington Shire Council in the exercise of his authority to act on Council's behalf, which includes the authority conferred by resolution of Council made on 2 April 2024.

**DAVID MORCOM
Chief Executive Officer
Wellington Shire Council**

Date:/ 04 / 2024

12. GENERAL MANAGER DEVELOPMENT

12.1. PROPOSED LEASE AND EASEMENT - 14 VELORE ROAD, KILMANY

ACTION OFFICER: MANAGER ECONOMIC DEVELOPMENT

PURPOSE

For Council to authorise the completion of statutory processes relating to the creation of a new lease and an easement in favour of Ausnet Electricity Services Pty Ltd (Ausnet).

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That:

- 1. Council resolve to commence the statutory processes required for the creation of an easement on Council property described as (Part) 14 Velore Road, Kilmany and Reserve 1 (Private Road) 14 Velore Road, Kilmany as shown on the attached plans.**
- 2. Council advertises its intention to create a lease and easement in favour of Ausnet Electricity Services Pty Ltd, subject to the provisions of section 114 and 115 of the Local Government Act 2020, including calling for submissions in relation to the proposal.**
- 3. Subject to not receiving any submissions, Council authorise the Chief Executive Officer to finalise the creation of easement including executing necessary documents.**

BACKGROUND

Wellington Shire Council owns land located off Velore Road, Kilmany being adjacent to the Gippsland railway line and a private (Council owned) road which provides access to the Kilmany Resource Recovery Centre and Landfill.

14 Velore Road comprises undeveloped vacant land to the north, with recent development commencing following a lease being established with Elecsome Pty Ltd. The lease extends over land to the south which is zoned Public Use Zone 6 (PUZ6) and is subject to Environmental Significance Overlay (ESO7). The private road is located within Farm Zone (FZ).

A lease and easement is required over Council land to provide essential electricity supply to the leased land which will facilitate future development and use of the land. There is also the future potential for the easement to be extended to connect with Velore Road.

It is noted that if the lease/easement was located within a public road Ausnet would have automatic rights for installation and access. The fact that the supply is being provided along a private road effectively triggers the need to apply an easement of this extent.

The proposed alignment of the electrical supply requiring a lease and easement is shown in Figure 1.

It should be noted that the actual alignment may vary and would be set out in the final lease and easement survey plans but be generally in accordance with Figure 1. Current survey plans are attached.



Figure 1 – Proposed lease and easement - 14 Velore Road, Kilmarty

The easement will facilitate the installation of electricity supply to land recently leased by Council.

It is proposed that approval also be provided for a future easement extending through to Velore Road (as shown on Figure 1). This will streamline any future works to install electricity supply to surrounding developments noting other Council land fronting Velore Road may require electricity supply.

ATTACHMENTS

1. Survey Plan 1 - Creation of Lease and Easement [12.1.1 - 1 page]
2. Survey Plan 2 - Creation of Easement [12.1.2 - 1 page]

OPTIONS

Council has the following options available:

1. Progress the statutory processes for the creation of a lease and easement in favour of Ausnet; or
2. Not progress the creation of a lease and easement at this time noting electricity supply would not be available will be a major impediment to the land's ongoing use and development.

PROPOSAL

That:

1. Council resolve to commence the statutory processes required for the creation of an easement on Council property described as (Part) 14 Velore Road, Kilmany and Reserve 1 (Private Road) 14 Velore Road, Kilmany as shown on the attached survey plans.
2. Council advertises its intention to create a lease and easement in favour of Ausnet Electricity Services Pty Ltd, subject to the provisions of section 114 and 115 of the Local Government Act 2020, including calling for submissions in relation to the proposal.
3. Subject to not receiving any submissions, Council authorise the Chief Executive Officer to finalise the creation of easement including executing necessary documents.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

This report recommends that the easement be granted on the basis of no financial consideration. This decision is justified based on the following:

- Need for essential services to be provided to the land.
- Elecsome will provide for all costs as set by Ausnet with Council not required to fund any of the works.
- Anticipated benefit for future development.
- Enhancing the value of land with provision of electrical supply.

COMMUNICATION IMPACT

In accordance with the *Local Government Act 2020* (Vic) (the Act), Council is required to provide notice of its intention to grant an easement in favour of a third party or when entering into a lease. It is required to undertake a community engagement process in accordance with its community engagement policy.

The notice of intention would seek submissions to be made within fourteen days from the date of notice.

LEGISLATIVE IMPACT

The application of an easement and lease to this property is required to comply with relevant legislative requirements including the *Local Government Act 2020* (Vic).

The proposed easement would be created under the *Planning and Environment Act 1987* (Vic) and the *Subdivision Act 1988* (Vic).

COUNCIL POLICY IMPACT

Wellington Shire Council's Policy for the Rental and Leasing of Council Owned Properties accords with best practice guidelines. It states that transactions should be in the best interests of the community and provide the best result (financial and non-financial) for Council and the community.

Whilst the policy does not specifically deal with easements, the principles of transacting land are relevant and can be applied in this matter.

COUNCIL PLAN IMPACT

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

Strategic Outcome 1.2: *"Assist community to transition to a low carbon economy via adoption of sustainable practices and renewable energy."*

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."*

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 objectives and strategies.

RESOURCES AND STAFF IMPACT

The creation of lease and easement is being addressed within the existing resources of the Economic Development Business Unit.

Elecsome and Ausnet will be responsible to implement and manage works after obtaining all necessary approvals.

COMMUNITY IMPACT

Progressing this creation of easement will result in a higher and better use of the site. The creation of the easement will support current and future development opportunities at the site and are aligned with the renewable energy sector and sustainability.

ENVIRONMENTAL IMPACT

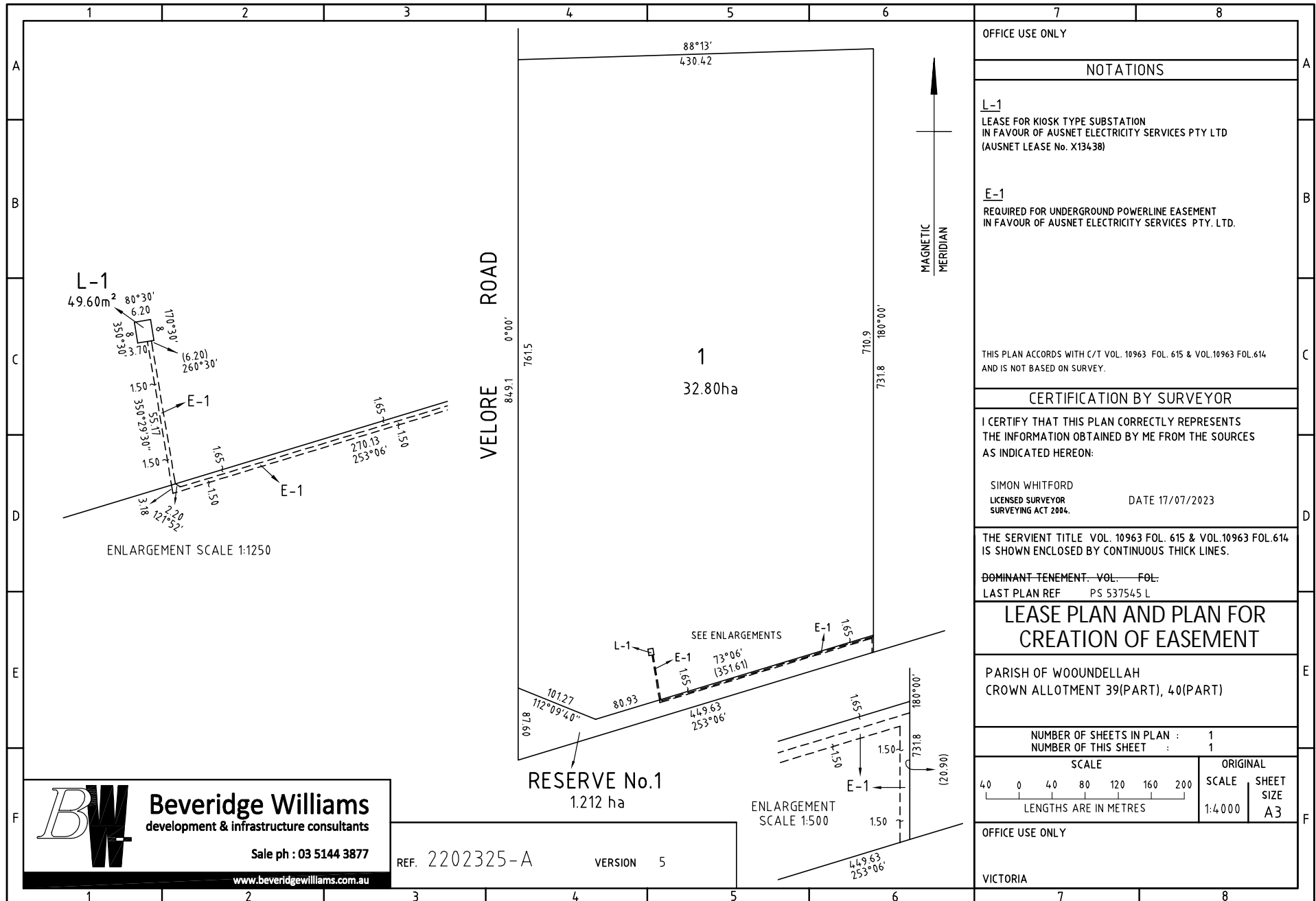
This impact has been assessed and there are no immediate environmental impacts associated with the creation of this easement.

ENGAGEMENT IMPACT

All community engagement will be in accordance with Council's Community Engagement Policy, as required by the *Local Government Act 2020* (Vic).

RISK MANAGEMENT IMPACT

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



OFFICE USE ONLY

NOTATIONS

L-1
LEASE FOR KIOSK TYPE SUBSTATION
IN FAVOUR OF AUSNET ELECTRICITY SERVICES PTY LTD
(AUSNET LEASE No. X13438)

E-1
REQUIRED FOR UNDERGROUND POWERLINE EASEMENT
IN FAVOUR OF AUSNET ELECTRICITY SERVICES PTY. LTD.

THIS PLAN ACCORDS WITH C/T VOL. 10963 FOL. 615 & VOL. 10963 FOL. 614
AND IS NOT BASED ON SURVEY.

CERTIFICATION BY SURVEYOR

I CERTIFY THAT THIS PLAN CORRECTLY REPRESENTS
THE INFORMATION OBTAINED BY ME FROM THE SOURCES
AS INDICATED HEREON:

SIMON WHITFORD
LICENSED SURVEYOR
SURVEYING ACT 2004. DATE 17/07/2023

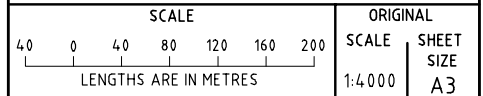
THE SERVIENT TITLE VOL. 10963 FOL. 615 & VOL. 10963 FOL. 614
IS SHOWN ENCLOSED BY CONTINUOUS THICK LINES.

DOMINANT TENEMENT: VOL. FOL.
LAST PLAN REF PS 537545 L

LEASE PLAN AND PLAN FOR
CREATION OF EASEMENT

PARISH OF WOONDELLAH
CROWN ALLOTMENT 39(PART), 40(PART)

NUMBER OF SHEETS IN PLAN : 1
NUMBER OF THIS SHEET : 1

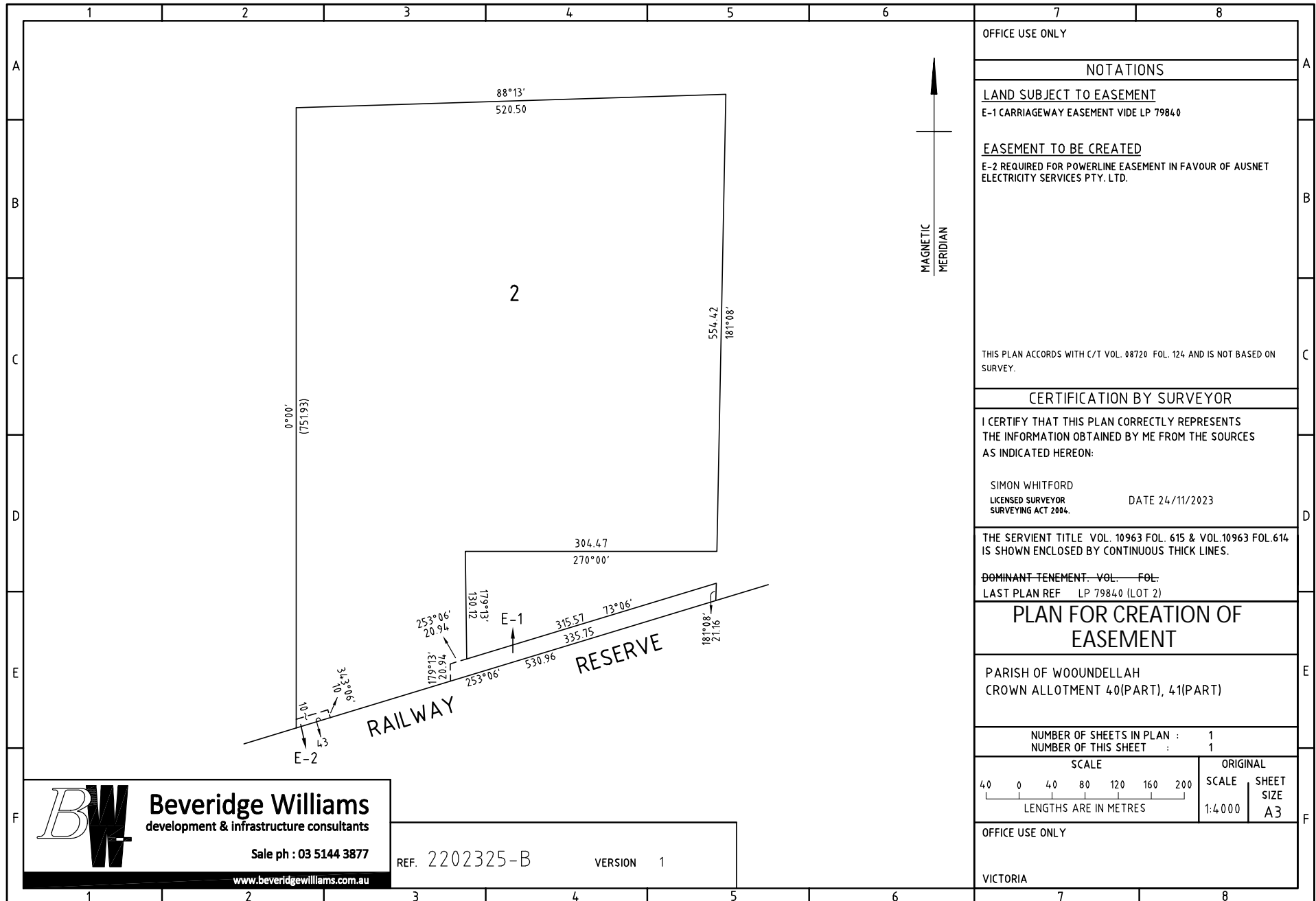


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BW Beveridge Williams
development & infrastructure consultants
Sale ph : 03 5144 3877
www.beveridgewilliams.com.au

REF. 2202325-A VERSION 5



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NOTATIONS

LAND SUBJECT TO EASEMENT
E-1 CARRIAGEWAY EASEMENT VIDE LP 79840

EASEMENT TO BE CREATED
E-2 REQUIRED FOR POWERLINE EASEMENT IN FAVOUR OF AUSNET ELECTRICITY SERVICES PTY. LTD.

THIS PLAN ACCORDS WITH C/T VOL. 08720 FOL. 124 AND IS NOT BASED ON SURVEY.

CERTIFICATION BY SURVEYOR

I CERTIFY THAT THIS PLAN CORRECTLY REPRESENTS THE INFORMATION OBTAINED BY ME FROM THE SOURCES AS INDICATED HEREON:

SIMON WHITFORD
LICENSED SURVEYOR
SURVEYING ACT 2004. DATE 24/11/2023

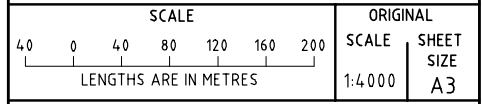
THE SERVIENT TITLE VOL. 10963 FOL. 615 & VOL. 10963 FOL. 614 IS SHOWN ENCLOSED BY CONTINUOUS THICK LINES.

~~DOMINANT TENEMENT. VOL. FOL.~~
LAST PLAN REF LP 79840 (LOT 2)

PLAN FOR CREATION OF EASEMENT

PARISH OF WOONDELLAH
CROWN ALLOTMENT 40(PART), 41(PART)

NUMBER OF SHEETS IN PLAN : 1
NUMBER OF THIS SHEET : 1



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

REF. 2202325-B VERSION 1

13. GENERAL MANAGER BUILT AND NATURAL ENVIRONMENT

13.1. RESPONSE TO PETITION - MAFEKING HILL CORELLA ISSUE

ACTION OFFICER: MANAGER NATURAL ENVIRONMENT AND PARKS

PURPOSE

The purpose of this report is for Council to consider a petition received at the Ordinary Council meeting of 20 February 2024 regarding issues with Corellas at Mafeking Hill, Maffra.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council note that the Chief Executive Officer has written to the Department of Energy Environment and Climate Action (DEECA), as the responsible authority, seeking advice in relation to the management of Corella populations across urban areas of Wellington Shire.

BACKGROUND

At the Council meeting held on 5 March 2024, Council received a petition regarding issues with Corellas at Mafeking Hill, Maffra.

In Victoria, recent years have seen Corella populations grow and disperse broadly across the rural landscape, moving to areas where traditionally Corellas had been absent or in very low numbers. Key contributing factors to this change include urbanisation of the species' former range, agricultural land use changes, and climate change impacts on Corella habitats.

In Maffra, and the broader Wellington Shire, the population of Corellas has increased significantly over the last decade, and notably over the last 40 years. The level of increase cannot be quantified, however anecdotal evidence suggests that broader climate and landuse changes appear to have coincided with the local population growth. It is noted that the sense of population 'explosions' is simply a normal part of animal behaviour and can arrive and dissipate with passing seasons and bird lifecycles.

Corellas are native wildlife and protected under the *Wildlife Act 1975*. They are a species of cockatoos and there are two distinct species being the Little Corella and the Long-billed Corella. Gippsland has both species, but the Little Corella is the predominant subject species of this report and community interest. It is an offence to destroy, take or control wildlife without authority. The Department of Energy Environment and Climate Action (DECCA) is responsible for the Act, for policy and strategy relating to the species, and responsible for wildlife in Victoria.

Corella population expansion is recognised as having potential effects that include direct economic impacts on agriculture, economic and social impacts on private and public infrastructure, impacts on environmental assets, and impacts on communities related to damage and noise.

In late 2023, the DEECA released the Victorian Corella Strategy 2022-2032, to outline roles, responsibilities, and strategic actions for the management of Corella impacts through community owned solutions. The focus of this strategy is on minimising economic impact to agriculture and infrastructure. Managing impacts on communities is predominantly focussed on raising community awareness and education and supporting community-based approaches to managing Corella impacts.

The Strategy promotes heavily, through several listed actions, a need for community education and awareness raising regarding living with Corellas. The Strategy identifies a need to establish and maintain community partnerships and encourages the implementation of integrated approaches to Corella management.

A range of methods to manage issues caused by corellas is provided in the Strategy. Broadly these interventions can be categorised as:

1. Scaring program
2. Corella proofing – exclusion
3. Infrastructure planning
4. Food sources modification
5. Barriers and screening

Officers have reviewed the suite of management interventions including examples and suggestions provided and note that none of the interventions are suitable for the Mafeking Hill reserve location. Most of the interventions are applicable to agricultural areas with sparse urbanisation, or to new areas where infrastructure deterrents or tree species selection are in the design and planning phase.

The most likely option of a scaring program using scare guns is unworkable in an urban context due to Environment Protection Authority (EPA) regulations preventing the use of scare guns earlier than 7am in the morning or later than sunset, nor within 300 meters of complainants.

Furthermore, Officer assessment is that in the Maffra township context, or any township, that the noise of scare guns would travel much further than 300 metres only resulting in a substitution of any amenity issue. Deterrent would only likely achieve a movement of Corellas to other urban park areas, thereby not serving as a resolution and transferring any issues.

Lethal control is the final option of consideration and could only be considered for authorisation from DEECA. It is not preferred, raises matters of animal welfare, and does not achieve the strategic objective of a 'living with wildlife' approach as outlined in both the State's Protecting Victoria's Environment - Biodiversity 2037 Strategy and the Victorian Corella Strategy 2022-2032.

Council officers have also recently received an expression of interest request from DEECA seeking nomination to join a Corella Strategy Working Group hosted by them. The aim of the working group will be to discuss Corella management issues, share experiences and explore management solutions in alignment with principles and actions of the Corella Strategy. Officers have responded to this offer and expressed interest in joining the working group.

ATTACHMENTS

Nil

OPTIONS

1. That Council note the petition but don't progress any further actions at this time.
2. That Council note that the Chief Executive Officer has written to the Department of Energy Environment and Climate Action (DEECA), as the responsible authority, seeking advice in relation to the management of Corella populations across urban areas of Wellington Shire.

PROPOSAL

That Council authorise the Chief Executive Officer to write to the head petitioner advising that the Chief Executive Officer has written to the Department of Energy Environment and Climate Action (DEECA), as the responsible authority, seeking advice in relation to the management of Corella populations across urban areas of Wellington Shire, and noting that an assessment of management options, as presented in The Victorian Corella Strategy 2022-2032, have limited application in an urban setting.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

There is no financial impact in writing to seek advice from the responsible authority.

COMMUNICATION IMPACT

Head petitioner to be advised of Council's response and action relating to the petition received, including the seeking of advice from the Department of Energy, Environment and Climate Action (DEECA) in relation to the management of Corella populations across Wellington Shire.

LEGISLATIVE IMPACT

Corellas are native wildlife and protected under *The Wildlife Act 1975*.

DEECA is the responsible authority for the Act, for policy and strategy settings, and for wildlife management.

Wellington Shire Council is the landowner for Mafeking Hill Reserve, Maffra, and required to abide by the decisions of DEECA as they relate to wildlife management.

COUNCIL POLICY IMPACT

Council's role is to support community health and wellbeing, public amenity, and biodiversity protection.

COUNCIL PLAN IMPACT

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

Outcome 1.3 The natural environment is valued, protected and accessible.

The Council Sustainability Strategy 2020-24 Theme 3 - Protecting Nature states the following strategic objective:

Strategic Objective 1: Provide a high-quality network of local parks, open spaces and urban forests which are managed for community and environmental benefit now and into the future.

This report supports the above Council Plan and Sustainability Strategy strategic outcome and objective.

RESOURCES AND STAFF IMPACT

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

ENVIRONMENTAL IMPACT

Council Officers have reviewed management options available to the council as outlined in the Victorian Corella Strategy 2022-2032 and determined that none of the management options are suitable for application to the Mafeking Hill reserve location. As a result of this assessment, further advice from the Department of Energy Environment and Climate Action is being sought.

Council has a role in supporting the State’s Biodiversity 2037 Strategy, Protecting Victoria’s Environment, which seeks a ‘living with wildlife’ approach.

Council has considered the impact on application of its Sustainability Strategy 2020-24, Theme 3 - Protecting Nature, Strategic Objective 1: Provide a high-quality network of local parks, open spaces and urban forests which are managed for community and environmental benefit now and into the future.

ENGAGEMENT IMPACT

Council is responding to a community issue raised with it via petition. This has led to assessment of options at the site within the confines of the State’s provided management options as presented in the Victorian Corella Strategy 2022-2032, with a determination that no options as provided are suitable for the Mafeking Hill reserve location.

RISK MANAGEMENT IMPACT

Corellas are native wildlife living in the habitat they have access to. At this stage there has been no presented risks to infrastructure causing economic impact or green assets including trees. Risks associated with individual human impact are diverse and broadly viewed as amenity differences, with strategies for mitigation best managed at the individual level. A ‘living with wildlife’ approach is assessed as still being the preferred response for addressing

the risk to animal welfare. The full range of potential risks has not been extensively investigated at this time.

13.2. QUARTERLY CAPITAL REPORT

ACTION OFFICER: MANAGER ASSETS AND PROJECTS

PURPOSE

The purpose of this report is to provide Council with an update from the 5 December 2023 Council report which noted changes made up until the end of October 2023 and to note changes to the Capital Works Program from then until the end of February 2024 for the 2023/2024 financial year.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council note changes to the 2023/2024 Adopted Capital Works Budget of \$3,083,458, made since the end of October 2023, resulting in an Adjusted Capital Works Budget of \$51,679,515 as shown in Attachment 13.2.1, which also includes projects that have been deferred or cancelled for reasons as shown.

BACKGROUND

Council adopts a program of capital works and budgets accordingly for these works every year. The initial budget for these works is known as the Adopted Budget and this is the figure that Council is required to report against.

The budget is modified when projects are added due to carry forwards from the previous year, new grants, emergency works, or when projects are deferred or deleted due to changing circumstances or market forces throughout the year. This modified budget is known as the Adjusted Budget and in most years is several million dollars higher than the Adopted Budget. A factor to take into account when adding budget and projects throughout the year, is that focus and resources are taken away from the original program and impact on the original project program is inevitable. Adding resources when new projects are added helps, however planning/designs are usually not immediately available and new staff take time to recruit.

One new project currently being scoped and added to the current program, expected to be funded by Emergency Management Victoria, is for road repairs to the Upper Dargo Road that was impacted by flooding of the Dargo River in October 2023. Approval for this project has not yet been granted and the resources required to undertake this work will impact on other projects which is also being assessed.

Attachment 13.2.1 details all of the changes made to the Capex Budget since the last report presented to Council on 5 December 2023 which included changes to the end of October 2023 and includes a brief description of each change. Also included in this attachment are the projects that have been cancelled or deferred and will not proceed in this financial year. Any further changes to the capital works program will be updated in the next quarterly report.

ATTACHMENTS

1. Adjusted Capital Works Budget Changes February 2024 [13.2.1 - 1 page]

OPTIONS

Council has the following options available:

1. Accept the recommendations, noting the Adjusted Budget is now \$51,679,515; or
2. Not accept the recommendations.

PROPOSAL

That Council note changes to the 2023/2024 Adopted Capital Works Budget of \$3,083,458, made since the end of October 2023, resulting in an Adjusted Capital Works Budget of \$51,679,515 as shown in Attachment 13.2.1, which also includes projects that have been deferred or cancelled for reasons as shown.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

The Adjusted Budget presented is the total of the Adopted Budget plus carry forward funds from the previous year's budget plus any additional grants received less projects cancelled throughout the year to date.

COMMUNICATION IMPACT

Any impact associated with the budget changes detailed in this report will be communicated as required.

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 outcome:

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

This report supports the above Council Plan strategic outcome.

RESOURCES AND STAFF IMPACT

The majority of these changes are the result of funds being moved to balance the cost of over and under-runs and to remove projects that have been cancelled or deferred and there will be further new projects that will impact the delivery of some projects in the works program which are still being assessed.

COMMUNITY IMPACT

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

ENVIRONMENTAL IMPACT

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

ENGAGEMENT IMPACT

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

RISK MANAGEMENT IMPACT

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

Attachment One
Adjusted Capital Works Budget Changes

Project	Adopted Budget	Adjusted Budget	Budget Change	Comment
Library, Maffra Library Workroom Upgrades	\$12,000	\$25,000	\$13,000	Additional Funds from AV Acquisitions
Library, Av Acquisitions	\$58,000	\$45,000	-\$13,000	Funds to Maffra Library Workshop Upgrade
Library, Cataloguing & Processing	\$46,500	\$36,500	-\$10,000	Funds to Library Shelving
Library, Stratford Library Workroom Upgrades	\$12,000	\$14,000	\$2,000	Additional Funds from Stratford Library Furniture & Equipment
Library Circulation Desk Replacement	\$80,000	\$130,000	\$50,000	Additional Funds from Wedge Redevelopment
Library, Library Shelving Upgrades	\$50,000	\$66,000	\$16,000	Additional Funds from Cataloguing & Processing
Entertainment Centre, Lights purchased from Opex moved to capex	\$0	\$40,800	\$40,800	Additional Project Lights purchased in operating
Capital - Leisure, Aqua Energy, Sale - Redevelopment, Contractors	\$3,000,000	\$6,336,576	\$3,336,576	Allocate LRC14 Funding to Aqua Energy Redevelopment
Capital - Leisure, Increase GRSC Inflatables	\$38,000	\$57,000	\$19,000	Additional Funds from GRSC Scoreboards Replacement
Fleet and Plant, Fleet Renewal, Purchases	\$1,147,000	\$2,017,396	\$63,995	Carried Forwards, New Vehicle Funded from Urban Forestry Position
Capital Special Charge Schemes, Residential Street Construction	\$800,000	\$1,138,572	\$338,572	Roads 2 Recovery Re-allocation
Capital Special Charge Schemes, Park Avenue Cowwarr	\$0	\$180,000	\$180,000	Roads 2 Recovery Re-allocation
Capital Special Charge Schemes, Hodges Road Coongulla	\$0	\$400,000	\$400,000	Roads 2 Recovery Re-allocation
Capital Sealed Roads & Kerb & Channel, Sale-Toongabbie Rd Reconstruct - stage 1	\$550,000	\$850,000	\$300,000	Roads 2 Recovery Re-allocation
Capital Sealed Roads & Kerb & Channel, Sale Cowwarr Road Stage 1	\$800,000	\$900,000	\$100,000	Roads 2 Recovery Re-allocation
Capital Sealed Roads & Kerb & Channel, Sale Toongabbie Road Stage 2	\$1,500,000	\$2,000,000	\$500,000	Roads 2 Recovery Re-allocation
Capital Sealed Roads & Kerb & Channel, Crest Widening Program Nordens Lane	\$350,000	\$450,000	\$100,000	Roads 2 Recovery Re-allocation
Capital Sealed Roads & Kerb & Channel, Macarthur St Lansdowne St, Roundabout	\$1,100,000	\$0	-\$1,100,000	Red Project - Project not funded
Capital Sealed Roads & Kerb & Channel, Bennison Drive Wurruk	\$600,000	\$525,000	-\$75,000	Roads 2 Recovery Re-allocation
Capital Sealed Roads & Kerb & Channel, Desailly & Macarthur Street	\$398,550	\$573,550	\$175,000	Roads 2 Recovery Re-allocation
Capital Unsealed Roads, Reconstruct Roads, Contractors	\$1,700,000	\$1,515,000	-\$185,000	Roads 2 Recovery Re-allocation and \$10 k funds to Quarry Reserve
Capital Unsealed Roads, Contractors	\$150,000	\$100,000	-\$50,000	Roads 2 Recovery Re-allocation
Capital Bridges, Delta Bridge Strengthening - Briagolong, Contractors	\$330,000	\$0	-\$330,000	Roads 2 Recovery Re-allocation, other grant not received
Capital Bridges, Target Creek Road Culvert Improvements	\$250,000	\$262,515	\$12,515	Roads 2 Recovery Re-allocation
Capital Bridges, Bridge Renewal Program	\$150,000	\$241,000	\$91,000	Roads 2 Recovery Re-allocation
Capital Parks & Environmental Services Unit, Blind Joes Creek Rosedale Urban	\$260,000	\$0	-\$260,000	Red Project - Project not funded
Capital Parks & Environmental Services Unit, Stephensons Park North Car Park	\$675,000	\$0	-\$675,000	Red Project - Project not funded
Capital Buildings, Yarram Regent Theatre Stairs Replacement	\$0	\$43,000	\$43,000	Additional Project funded from Yarram Early Years
			\$3,083,458	
Adopted budget	\$42,692,005			
Budget Changes	\$5,904,052			as at end October
Total Adjusted Capital Budget	\$48,596,057			as at end October
Changes since end October	\$3,083,458	\$3,083,458		
Current Adjusted budget	\$51,679,515			28/02/2024

14. GENERAL MANAGER COMMUNITY AND CULTURE

14.1. COMMUNITY ASSET COMMITTEES ANNUAL REPORT 2022/23

ACTION OFFICER: MANAGER COMMUNITIES, FACILITIES AND EMERGENCIES

PURPOSE

For Council to receive the annual report highlighting the activities and performance of Council's five Community Asset Committees for the period 2022/23.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council:

- 1. Receive and note an annual report highlighting the activities and performance of the five Community Asset Committees for the period 2022/23; and***
- 2. Acknowledges the volunteer contribution made by the Community Asset Committee members during this period.***

BACKGROUND

Section 65 of the *Local Government Act 2020* (the Act) provides for councils to establish Community Asset Committees for the purpose of managing assets within the municipality and requires the CEO to submit an annual report to Council in relation to the activities and performance of these committees.

The following Community Asset Committees are currently established in accordance with the provisions of the Act;

- Briagolong Recreation Reserve Committee
- Cameron Sporting Complex Committee
- Gordon Street Reserve Committee
- Maffra Recreation Reserve Committee
- Newry Recreation Reserve Committee.

Council acknowledges and appreciates the commitment of these community volunteers in supporting the management and operation of these important community assets.

This report summarises the activities and performance of these Community Asset Committees during 2022/23. For this report, activities are summaries of general information and key achievements provided by the committees, whilst performance has been assessed against the powers, duties and functions formally delegated to its members.

Briagolong Recreation Reserve Committee

Cash Reserves

The Committee has approximately \$35,000 in cash reserves.

Key Achievements

During the reporting period, the Committee have completed an upgrade to the Pony Club facilities and upgrades to the tennis court facilities and infrastructure.

Performance

The Committee have identified the need for more members to contribute towards the maintenance and upkeep of the Reserve as it is currently largely left to one member.

Despite regular requests and support, the Committee has not operated within the requirements of its delegation as the required reporting has not been provided. The Committee's 2023/24 Risk and Maintenance Subsidy is withheld until the reporting is brought up to date.

Cameron Sporting Complex Committee

Cash Reserves

The Committee has approximately \$105,000 in cash reserves.

Key Achievements

During the reporting period, the Committee have completed projects including installation of a solar system and renewal of the cricket nets.

Participation levels at the reserve, in basketball, cricket, football, and gymnastics, have returned to, or exceeded, pre-COVID-19 levels.

Performance

The Committee has been able to operate within the powers, duties, and functions delegated to its members, including hold an AGM and regular general meetings.

The Committee are receiving additional support to bring Essential Safety Measure (ESM) items up to date.

Gordon Street Recreation Reserve Committee

Cash Reserves

The Committee has approximately \$17,000 in cash reserves.

Key Achievements

During the reporting period, the Committee has supported roof repairs being undertaken on the building which allowed for a solar system to be installed.

Performance

With some additional support, the Committee have been able to operate within the powers, duties and functions delegated to its members, including hold an AGM and regular general meetings.

Maffra Recreation Reserve Committee

Cash Reserves

The Committee has approximately \$91,000 in cash reserves.

Key Achievements

During the reporting period, the Committee have supported the completion of a number of projects, including the netball court upgrade, dome project, and media box.

Significant events have also been held at the Reserve including the Maffra Agricultural Show and International Dog Show.

Performance

The Committee has been able to operate within the powers, duties, and functions delegated to its members, including hold an AGM and regular general meetings.

Newry Recreation Reserve Committee

Cash Reserves

The Committee has approximately \$14,000 in cash reserves.

Key Achievements

The Committee has worked through some significant maintenance issues and has developed a plan to guide future works.

The Committee is also working towards the relocation of the Newry Golf Club into the Recreation Reserve Clubrooms as the golf course itself forms part of the Reserve and there is Golf Club representation on the Committee.

Performance

Despite having small Committee membership, the Committee has been able to operate within the powers, duties, and functions delegated to its members, including hold an AGM and regular general meetings.

ATTACHMENTS

Nil

OPTIONS

Council has the following options available:

1. Receive the annual report highlighting activities and performance of the Community Asset Committees for the period 2022/23.
2. Not receive the annual report highlighting activities and performance of the Community Asset Committees for the period 2022/23 and seek further information for a future Council meeting.

PROPOSAL

That Council receive the annual report highlighting activities and performance of the Community Asset Committees for the period 2022/23, and acknowledge the contribution provided by many community volunteers in the management of these facilities.

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 report provides Council with an annual update on the activities and performance of the five Community Asset Committees in respect of which the members have been given a delegation as required by section 47(6) 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 3 “Liveability and Wellbeing” states the following strategic outcomes:

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

Strategic Outcome 3.2: *“An actively engaged community.”*

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.

14.2. QUICK RESPONSE GRANTS

ACTION OFFICER: MANAGER COMMUNITIES, FACILITIES AND EMERGENCIES

PURPOSE

For Council to note the information regarding applications received under the Quick Response Grant Scheme (QRGS) for the period November 2023 to March 2024 (Attachment 14.2.1).

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council note the information regarding applications received under the Quick Response Grant Scheme (QRGS) for the period November 2023 to March 2024 (Attachment 14.2.1).

BACKGROUND

The QRGS aims to fulfil community need by providing a quick turnaround for funding and provides an opportunity for the community to access funding outside the community grants timeline. The QRGS supports the delivery of projects that demonstrate positive impacts on the wider Wellington community. Eligible projects submitted under this program are assessed within two weeks.

Not-for-profit community groups operating in Wellington Shire can apply for up to \$2,500. Up to \$500 is available in the Individual Sponsorship category, and up to \$1,500 is available in the Teams and Community groups category.

Applications included in this Council report were assessed between November 2023 to March 2024.

Applications are assessed by an internal assessment panel. Each application is assessed on its benefit to the community, ability to fulfil a community need, project planning and the capacity of the applicant to deliver the project. The panel allocates funding based on assessment criteria and funding guidelines (Attachment 14.2.2).

ATTACHMENTS

1. Quick Response Grants applications - November 23 to March 24 [**14.2.1** - 6 pages]
2. Guidelines and Assessment Criteria [**14.2.2** - 5 pages]
3. Individual Sponsorship & Team/Community Group Guidelines [**14.2.3** - 4 pages]
4. Energy Audit Rebate Guidelines and Criteria [**14.2.4** - 3 pages]

OPTIONS

Council has the following options available:

1. Note the information regarding successful and unsuccessful applications received under the Quick Response Grant Scheme for the period November 2023 to March 2024 (as attached); or
2. Request further information and reconsider at a future Council meeting.

PROPOSAL

For Council to receive the information regarding successful and unsuccessful applications under the Quick Response Grant Scheme for the period November 2023 to March 2024.

CONFLICT OF INTEREST

The Coordinator Community Facilities Planning declared a general Conflict of Interest for the application from the Sale Hockey Club and took no part in the assessment or decision relating to that application.

FINANCIAL IMPACT

These applications have been funded through the Community Grant Scheme within the Community Wellbeing budget. A total of \$56,023.37 was allocated to successful QRG applications for the period November 2023 to March 2024; after this allocation the year-to-date total of successful July 2023 to March 2024 QRG applications is \$131,670.21. Together with Community Assistance Grants that have been funded in the August 2023 round, \$144,160.00, and QRG applications Funded from July 2023 to October 2023 \$75,646.84, a total of \$275,830.21 has been expended from the Community Grant Scheme \$373,900 annual 2023/24 budget.

The table below is a summary of the funding allocation including a comparison to the same period last year. A detailed list of applications is shown in Attachment 14.2.1.

Successful applications		Amount requested	Amount recommended	Unsuccessful Applications	
Activities	23	\$54,323.37	\$54,023.37	6	\$11,874.20
Individual and Team/Community Group Sponsorship	5	\$2,000.00	\$2,000.00	nil	\$0.00
TOTAL Nov 2023 - March 2024	28	\$56,323.37	\$56,023.37	6	\$11,874.20
<i>TOTAL Nov 22 – Feb 23</i>	<i>25</i>	<i>\$47,804.95</i>	<i>\$47,804.95</i>	<i>2</i>	<i>\$5,000</i>

COMMUNICATION IMPACT

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

LEGISLATIVE IMPACT

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

COUNCIL POLICY IMPACT

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

COUNCIL PLAN IMPACT

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

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

Strategic Outcome 3.2: *"An actively engaged community."*

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

This report supports the above Council Plan strategic outcomes.

RESOURCES AND STAFF IMPACT

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

COMMUNITY IMPACT

The funding of these grants will have a significant positive effect on the community, providing assistance to increase the range of events and activities that the wider Wellington community can access. Successful applicants have demonstrated a community need that will be filled through receiving the funding and show a community benefit through expected project outcomes.

ENVIRONMENTAL IMPACT

All events and projects are encouraged to consider the waste that will be produced through delivering their grant outcomes and have appropriate measures in place to manage waste. Assistance from Council is offered to all events to minimise landfill waste through the use of recycle bins.

ENGAGEMENT IMPACT

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

RISK MANAGEMENT IMPACT

The events industry is strongly legislated, and all events are encouraged to comply with current OH&S and best practice safety standards. It is the responsibility of applicants to ensure that their project complies with all current rules and regulations.

Quick Response Grant Scheme Applications – November 2023 to March 2024

Successful applications					
Organisation		Activity Title	Amount requested	Amount approved	Activity Description
1	Port Albert Fishing Club	Club house kitchen equipment upgrade	\$2,500.00	\$2,500.00	Update of the kitchen area specifically cooktop, oven and sink. It will include new floor and wall tiles.
2	Rosedale & District Adult Horse Riding Club	Medical standards and safety first for local equestrian event	\$2,500.00	\$2,500.00	Rosedale & District Adult Horse Riding Club has worked hard creating a safe cross-country course that is now ready to run an event in January 2024. Along with the safety upgrades to jumps, new medical facility standards have also been introduced and must be adhered to to run our event.
3	Rosedale Old School Committee	Christmas Festival	\$2,500.00	\$2,500.00	Conduct a free community event launching Christmas in the Middle of Everywhere. Rosedale is the entry point for our Shire-we will engage paid entertainers, Community and School groups and Rosedale Lions Club. Providing Sausage Sizzle, Santa and gifts for children, engaging community connections and community group collaborations.
4	Golden Beach Surf Life Saving Club Inc	Surf Life Saving Club Training	\$2,500.00	\$2,500.00	Surf Life Saving training in First-aid, Aquatic rescue and Community Education. The purchase of training materials to carry out training
5	Yarram Progress Association	Christmas in Yarram	\$2,000.00	\$2,000.00	This event will take the form of Christmas Market Day with local makers selling their goods and encouraging locals to shop local for their Christmas presents.
6	Cowwarr Recreation Reserve	Storm Water Drainage	\$2,000.00	\$2,000.00	Installation for stormwater drainage for the club rooms, netball courts, change rooms and future installation of a shed. All current stormwater runs into open drains, installing underground drainage pipes it will eliminate open water and increase parking and clean up the areas behind the goalposts.
7	Veronica Maybury Memorial Recreation Reserve Inc	Shipping Container - Equipment safe storage	\$2,500.00	\$2,500.00	We have WSC planning permission to place a shipping container in the maintenance compound for safe storage of equipment. The area is isolated, we need safe and secure

Successful applications					
Organisation	Activity Title	Amount requested	Amount approved	Activity Description	
					storage, particularly when there are lots of visitors to the area during summer
8	Charles Street Recreation Reserve Committee of Management	The purchase of a laptop and software	\$1,662.85	\$1,662.85	The laptop will benefit our organization with the record-keeping of our meetings, correspondence, end of financial year records, and help with easier notification of meetings to committee members. Will help with planning activities and provide easy access for members use.
9	Meerlieu Hall Committee of Management	Security system for Hall	\$2,074.00	\$2,074.00	We wish to purchase a security system to install as a deterrent to those who may wish to break into the hall.
10	Port Albert Progress Association	Easter Sunday family fun and water lantern display	\$2,500.00	\$2,500.00	The event will run from approx 5-8pm on Easter Sunday. It will be held in Rutter Park Port Albert There will be live music, free kids activities, food vans and lanterns launched on the water from dusk(weather permitting)
11	Heyfield War Memorial Hall	Insulation of Blue Room Floor	\$2,500.00	\$2,500.00	The Blue Room at the rear of the stage requires insulation under the floor to assist with soundproofing and will make the use of the reverse cycle air conditioner more efficient with both heating and cooling. During winter, our user groups advise the heating is not sufficiently warm.
12	Sale Hockey Club	Women In2 Hockey	\$1,885.00	\$1,885.00	The Sale Hockey Club will be conducting a free introductory hockey program for women 16 years and over for anyone without experience or those who have played before and looking for a social environment to be reintroduced to the sport. The 6 - 8 week program will run Term 1-3.
13	Yarram Regent Theatre Committee of Management	Defibrillator for Yarram Regent Theatre	\$2,500.00	\$2,500.00	The Yarram Regent Theatre Committee of Management wishes to apply for the purchase of a defibrillator for the Theatre.
14	Tarra Festival Committee	Tarra Festival Street Fair	\$2,500.00	\$2,500.00	Tarra Festival Street Fair is a community street party with entertainment, exhibits and a market that engages community groups and individuals, giving them the opportunity to show off their talents and sell handmade local products. The grant will go towards this particular event.

Successful applications					
Organisation		Activity Title	Amount requested	Amount approved	Activity Description
15	Woodside & District Football Netball Club	Family Fun Day	\$2,300.00	\$2,300.00	Our annual Family Fun Day is a great day out for the whole community and beyond. People are invited along to access free kids' activities, participate in Junior football and netball clinics as well as watch practice matches with the Senior football and netball.
16	Sale Maffra Badminton Association	2024 Sale Maffra Veterans Badminton Tournament	\$2,500.00	\$2,500.00	Annual Badminton tournament for Veteran players (aged 35+) held over two days 16th and 17th March in Sale. Previously we have had 26 teams, with eight members to each team. Players also bring partners/family/friends and all stay locally throughout the weekend, and support local venues and explore the local area
17	Anglican Parish of Avon	Stratford Community Christmas Carols & Family Fun Time	\$2,500.00	\$2,500.00	An opportunity for people of all ages, abilities, and social backgrounds to celebrate the coming of Christmas in a safe, inclusive, environment. From 5pm a family BBQ, free jumping castles, fairy floss, Santa and treats. From 7pm the secular program features the MC, Sale Band, school's items, and local talents.
18	Loch Sport Community House Inc	Loch Sport Public Hall 30th Anniversary Celebration	\$1,800.00	\$1,500.00	Celebrating the Loch Sport Public Halls 30th anniversary. Commemorating & acknowledging the residents who worked tirelessly to raise the funds for the construction of the hall 30 years ago, and those that have supported the hall since. Bringing together all residents to showcase its history and the hall today.
19	The Country Women's Association of Vic. Inc North Gippsland Group	North Gippsland Creative Arts Exhibition	\$2,000.00	\$2,000.00	This public event is to showcase works completed by members. They will be judged by official CWA judges and prizes awarded. The items on display will be floral, cookery, sewing, knitting etc. There will be demonstrations to encourage people to try a new craft.
20	Wellington Toy Library	Critical update of IT equipment	\$1,983.00	\$1,983.00	We need to update our laptop, printer and tablet. Our current IT equipment is aging and our volunteers are having consistent issues with slow performance and connectivity issues. This is impacting our ability to provide a reliable and consistent service to our members

Successful applications					
Organisation		Activity Title	Amount requested	Amount approved	Activity Description
21	Loch Sport Community Representative Group Inc	Purchase of a laptop with software	\$1,675.00	\$1,675.00	To purchase a laptop benefiting our organization with record keeping, minutes, correspondence, end-of-financial year records and notifying members of meetings. The laptop will also be vital for the function of planning activities and projects.
22	Loch Sport Community Garden	Purchase garden equipment	\$2,443.52	\$2,443.52	Purchase a Battery-operated lawn mower, grass trimmer, pole pruner, batteries and charger. These are to replace old broken, hard-to-use equipment. To remove the need to buy petrol for the lawn mower etc.
23	Gippsland Regional Arts (formally the Sale and District Arts Council)	The Bohemian Chorus: Young Voices of Australia	\$2,500.00	\$2,500.00	The Bohemian Chorus, comprising 9 to 14-year-old voices, led by local music teacher Claire Martin, enriches La Boheme with youthful charm. Ranging from 12 to 24 members, they join Australia's premier touring company to showcase the region's budding talent and give them a taste of participating in a professional show.
24	Wurruk Community House	Wurruk Youth Program - Term 2, 2024 activities	\$2,500.00	\$2,500.00	Support maintaining a Youth Program in T2, 2024, for the Youth of Wurruk via contribution to funding program activities. This is an important Youth program to be maintained until a more permanent solution is arranged. This program has run for 18 months with outstanding levels of engagement and positive outcomes.
TOTAL			\$54,323.37	\$54,023.37	

Successful Individual Sponsorship and Team/Community Group Sponsorship				
Individual or Group Name		Supporting Organisation	Activity Title	Amount
1	Max Cox	Basketball Victoria	Southern Cross Basketball Challenge	\$500.00
2	Phoenix Cox	Basketball Victoria	Australian Country Junior Basketball Cup	\$500.00

3	Gracie Szarek	Australian cheer union	The Cheerleading Worlds 2024	\$500.00
4	Darcee Young	Sale Small Bore Rifle Club Inc	Target Rifle South Australia State Championships	\$500.00
TOTAL				\$2,000.00

Successful Energy Audit Rebate applications			
Organisation		Facility	Amount
1	NA (no application's submitted)	N/A	\$00.00
TOTAL			\$00.00

Quick Response Grant Scheme - Unsuccessful Applications – Nov 23 to Feb 24

Organisation	Activity Title	Activity Description	Comment
American Truck Historical Society (Australian Chapter) Inc.	East Gippsland Heritage Truck Display	East Gippsland Heritage Truck Display brings together people with similar aims and interests enabling the exchange of information regarding the restoration of trucks and the history of the trucking industry in Australia. The event auctions support Gippsland Rotary Centenary House, Traralgon and A better Life For Foster Kids, Heather Baird.	<ul style="list-style-type: none"> • Ineligible – Did not meet funding guideline requirements
Briagolong RSL Sub-Branch Inc	Lazy Sunday Afternoon	Live music by Justin Rebbechi (from Sale) with other local musicians, as well as games and fun activities for the whole family.	<ul style="list-style-type: none"> • Applicant withdrew the application. Due to weather the event had to be cancelled and was not rescheduled
Cowwarr Football Netball Club	Security Upgrade	We have engaged Victoria police to provide a reporting regarding the security at the Recreation Reserve, as the club has been a	<ul style="list-style-type: none"> • Ineligible – Did not meet funding guideline requirements

		target of a burglary and theft. This upgrade to our facility would ensure the safety of our community assets and safety for our players and local community members.	
Wollangarra Inc	Fire management upgrade	As part of fire and safety management, Wollangarra needs to clear vegetation, particularly long grass near the homestead where young people on school and holiday camps and staff are accommodated during the camp program. The property is located in a remote bushland flat so this vegetation clearance is crucial.	<ul style="list-style-type: none"> Limited evidence on how this grant will benefit and provide outcomes for the broad community outside the youth camp program
Maffra Men's and Women's Shed	Grand Opening	After locating to their new site, this event is to officially 'open' the Maffra Men's & Women's Shed and an opportunity to officially acknowledge the support from the state government and the Shire of Wellington, and to thank the sponsors and community for all their support.	<ul style="list-style-type: none"> Limited evidence on demonstrating community need and benefit. Budget included some ineligible items
Gippsland MTB Inc	MTB skills clinics	Gippsland MTB Inc (GMTB) proposes to hold a series of skill building MTB clinics with a professional skills coach, repeating the sessions held in 2022 due to popular demand and extremely positive feedback.	<ul style="list-style-type: none"> Limited evidence on demonstrating community need and benefit.

Quick Response Grants 2023/24

Guidelines and Assessment Criteria



Introduction

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

It aims to build community capacity by encouraging:

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

Overview

- Not for profit community groups operating in the Wellington Shire can apply for a Quick Response Grant of up to \$2,500.
- The grants are open all year round. Applications must be received 3 weeks prior to the commencement of your activity.

Important things to note

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

Criteria – General

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

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

18. Applications deemed to be for commercial benefit will not be considered. This will be determined on a case-by-case basis. This will include applications where the main beneficiary is a business.
19. Funding must not be regarded as a recurrent commitment from Council. There is no guarantee a recurring activity will be funded in the future. Funding is limited.
20. The applicant is responsible for all ongoing maintenance and running costs of any equipment purchases resulting from a successful application.
21. Council may reduce the amount allocated to you if the funding applied for is considered unsubstantiated and/or excessive.
22. Council may reduce the amount allocated to you if the funding allocation is oversubscribed; additionally, if Council is aware of an alternative option available to you, it will recommend it as an alternative to funding.
23. Successful applicants will be required to complete a Funding Agreement, which includes the conditions of grant funding. You may also be asked to comply with additional conditions.
24. You are required to acknowledge Wellington Shire Council's support of your activity as specified in the Funding Agreement.
25. Funding must be returned if the activity is not completed in line with the Funding Agreement. Any excess funding must be returned.
26. Wellington Shire Council is committed to upholding the Human Rights principles as outlined in the Charter of Human Rights and Responsibilities Act 2006 (Vic) and has referred to Council's Human Rights Policy to develop the WSC CAG & QRG program Guidelines and Assessment Criteria.
27. Applications must be completed and returned 3 weeks prior to the commencement date of your project. You will be notified in writing of the outcome of your grant 10 business days after the submission date. You are welcome to contact the Grants officer for further feedback. Once you receive confirmation it can take 6 to 8 working weeks for the funding to arrive in your bank.

Assessment Process

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

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

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

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

Assessment Criteria and Assessment scoring details

Planning, Capacity and Benefit to the Community
--

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

Contribution	
10% of the application assessment	

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

Contact

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

Community Facilities Planning and Grants Officer
 Phone: 1300 366 244
 Email: enquiries@wellington.vic.gov.au

Quick Response Grant Scheme 2023/24

Individual Sponsorship & Team/Community Group Guidelines



Introduction and Aim

The Quick Response Grant scheme aims to fulfil community need by providing a quick turnaround for funding and provides an option for the community to access funding outside the Community Assistance Grant timeline. This scheme supports the delivery of outcomes that have positive impact on the wider Wellington community. Eligible projects submitted under this program will be assessed within two weeks.

We understand that there are circumstances where the community may need some financial assistance to complete a project, run an event or undertake some maintenance on their facility. This grant is provided to support minor initiatives that encourage partnerships, celebrate an occasion, and assist with maintenance of community assets. It is also available for individuals or groups requiring support to attend or participate in a recognised activity or event.

Overview

Wellington based sporting teams and Community groups can apply for a Quick Response Grant up to \$1,500 under the Team/Community Group category. **The grants are open all year round.** Applications must be received 3 weeks prior to the commencement of your project or event.

Categories	Funding Available For	Funding Amount
Individual Sponsorship	Participation costs - Funding for costs associated with attending and participating in a recognised activity or event.	Up to \$500
Team/ Community group	Participation costs - Funding for costs associated with attending and participating in a recognised activity or event.	Up to \$1,500



Overview

Council funding provides assistance to allow teams or community groups to participate in activities that would not be possible without financial support.

Funding can be used for costs associated with attending and participating in the activity including travel costs, entrance costs associated with participation and accommodation allowances.

Successful applications will be able to demonstrate a community benefit that will be achieved by sharing information and skills learnt through their experiences.

A team or community group will need to decide which is the best way to support those who are participating in the proposed event or activity. There are only two options available, and a team or group is not eligible for both;

1. Up to 3 individuals apply separately to attend or participate in an activity ([use the Individual Sponsorship application form](#)).
- or
2. The team or group apply for group funding and shares it amongst those participating ([use the team/group application form](#)).

Criteria

1. Grants are available to not for profit community or sports group operating in the Wellington Shire.
Schools are not eligible, although they could be partners in projects.
2. The activity or event must be officially recognised by a national/international governing body or peak body in the field.
3. Application forms must be completed and returned 3 weeks prior to the commencement date of your project. You will be notified in writing of the outcome of your grant 10 business days after the submission date. Once you receive confirmation it can take six working weeks to receive funding. Applications will be accepted a maximum of 3 months prior to the event or activity.
4. Applicants will be eligible for one Quick Response Grant over a 12-month period. Applicants who have previously been successful in receiving Council funding will need to have completed all acquittals and have previously complied with Council requirements
5. Applications must be on a current and correct form. Applications must be completed in full and have sufficient evidence to make a reasonable assessment of the application.
6. Applicants are required to list the financial contribution being made by themselves or others to participate in the event or activity.
7. A representative of the Team or Community group will be required to sign the application form and will be accountable for managing and acquitting the funds.
8. Successful applicants will be required to sign a Funding Agreement, which includes the conditions of grant funding. You may also be asked to comply with additional conditions.
9. Applicants must attach a copy of confirmation of participation in the event activity eg, letter of offer, letter from organisation holding the activity, membership details.



- 10.** Acknowledgment must be given for the support provided by the Wellington Shire Council in any public relations opportunities undertaken by the funded individual.
 - Applicants must be willing to brief Council on their activity if they are successful in receiving funding.
- 11.** The applicant must spend the grant funding as detailed in the application unless written approval of Council is obtained prior to any variation.
- 12.** The applicant will be required to reimburse the Wellington Shire Council the full amount awarded if:
 - The applicant withdraws from the activity or is no longer able to participate.
 - The activity is cancelled.
 - Should it be found that any of the information in the application form was incorrect or misleading?
 - Non-compliance with the Funding Agreement.
- 13.** You will be notified in writing of the outcome of your grant. You are welcome to contact the Grants officer for further feedback.
- 14.** Participation in activities that may be perceived to portray a negative image eg, association with alcohol, gambling or smoking are not eligible. This will be determined on a case-by-case basis.
- 15.** Applications deemed to be for commercial benefit will be considered ineligible. This will be determined on a case-by-case basis. This will include applications where the main beneficiary is a business/es.
- 16.** Unsuccessful applications will be ineligible to apply for the same project in the future, unless otherwise advised.
- 17.** The Wellington Shire reserves the right to refuse funding. Once the allocated funds are exhausted during a funding period, no additional funding will be available for sponsorship within that set period.
- 18.** Funding must not be regarded as a recurrent commitment from council.
- 19.** Council encourages the sharing of resources in the community as a way of creating partnerships. If Council is aware of an alternative option to you, they will recommend it as an alternative to funding.
- 20.** Wellington Shire Council is committed to upholding the Human Rights principles as outlined in the Charter of Human Rights and Responsibilities Act 2006 (Vic) and has referred to Council's Human Rights Policy to develop the QRG Guidelines and Assessment Criteria.



Application Process / Assessment

Your application will be assessed by two Wellington Shire Council coordinators.

Your application will be initially assessed against the criteria above, and then scored out of 30 for the following assessment criteria:

Assessment Criteria	Maximum Points
The applicant has made a reasonable contribution or is being resourceful in seeking financial support.	30
The applicant is applying for funding because it will assist them in attending the event or activity.	
The applicant has demonstrated disadvantage. There are current barriers to participate and/or attend the event or activity.	
The applicant has demonstrated that they will fulfil a community benefit through the sharing of skills and sharing of information learnt by attending the event or activity.	
The applicant is affiliated with an officially recognised national/international governing body or peak body in the field.	
Relevant support material has been included with the application.	

Contact

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

Community Facilities Planning and Grants Officer
 Phone: 1300 366 244
 Email: grants@wellington.vic.gov.au



Quick Response Grants Energy Audit Rebate

Guidelines and Criteria



Introduction

Wellington Shire Council is committed to achieving positive environmental outcomes through sustainable practices, which achieves value for money while minimising impact to the environment. Many of our community facilities may have an impact on our environment. By planning ahead, we can minimise our impact by adopting sustainable practices.

An energy audit can clarify your facilities' energy consumption and identify areas for potential savings. It can lead to reduced energy use, improved productivity, and opportunities to innovate.

Overview

- The rebate of **up to \$500** is available to Wellington based community groups who engage an auditor and receive a report for their facility.
- The rebate is available to Community facilities with yearly energy bills (can include both gas and electric) over \$1000 can apply.
- The application is a pre-approval and is open until 30 March 2024 or once allocated funds are expended.
- An Energy Audit report and receipt of auditor payment must be presented by 1 June 2024.

Finding and selecting an energy auditor

An energy audit typically costs between \$400 and \$1000 depending on the size and location of the facility. Energy audits or assessments are conducted by professionals that have industry accepted credentials. They understand how to undertake the assessment in line with Australian Standards.

Council has engaged locally based auditors to assess council managed buildings. These have included:

Ecodecisions

Metung
Graeme@ecodecisions.com.au
03 9770 5686

Rhys Freeman Energy Auditing

Gippsland
0409 536 995
Info@rhysfreeman.com.au

Baw Baw Sustainability Network

Yarragon
0490 485 370
Bawbawsn@gmail.com.au

Guest Energy

Bairnsdale
Guestenergy@icloud.com
0438 530 130

You are not required to use one of the above contractors and Sustainability Victoria has also compiled a list of consultants who have delivered audits to businesses under their energy efficiency grant programs. [Click here for the list.](#)

Important things to note

- What will not be funded:
 - Venues used to deliver a direct political party message.
 - School facilities
 - Venues with or designed for gaming machines, gambling and betting.
- The not-for-profit community group applying for the grant will be referred to as the 'organisation' throughout the pre-approval application.
- The applicant is the organisation, not the individual representative or person completing the application form.

Criteria – General

After reading the rebate guidelines, please contact the **Grants Officer 1300 366 244** if you have any questions. This will ensure you are eligible to apply, and your application meets the guidelines.

1. Grants are available to not-for-profit community groups operating in the Wellington Shire.
2. Schools are not eligible to be an applicant.
3. Applicants must be incorporated bodies or have an established legal entity (ABN). If your organisation is not incorporated or does not have an ABN, you will be required to provide the details of an auspice organisation. The auspice organisation will receive the grant funding on your behalf and will ultimately be responsible for the Acquittal Report.
4. If your organisation is incorporated but does not have an ABN, a 'Statement by a Supplier – Reason for Not Quoting an ABN' form must be included with your funding agreement. This form is available from the Australian Tax Office website
5. **Applicants who have previously been successful in receiving funding MUST have completed all Acquittal Reports and complied with Council requirements prior to being considered for the Energy Audit Rebate round.**
6. Multiple applications for the same facility will not be accepted.
7. Applications must be completed in full and have sufficient evidence to make a reasonable assessment of the application. Council reserves the right to further investigate aspects of the application. Applications and Acquittal Reports must be on the correct form.
8. Where possible, the goods and services used in the funded activity (suppliers and contractors) be sourced from within the Wellington Shire.
9. A quote or evidence of the item cost must be included in application.
10. Funding must not be regarded as a recurrent commitment from Council. There is no guarantee a recurring activity will be funded in the future. Funding is limited.
11. The applicant is responsible for all ongoing maintenance and running costs of any equipment purchases resulting from a successful application.
12. Applicants will receive a Pre-approval notification and applicants will be required to present the Energy Audit report and auditors receipt to receive rebate. You may also be asked to comply with additional conditions.
13. All approved energy reports and receipt of payment must be submitted by 1 June 2023 to receive rebate.
14. You will be notified via online grant program of the outcome of your application 10 business days after the submission date. You are welcome to contact the Grants officer for further feedback. Rebate payments (report and receipt is submitted) can take 6 to 8 working weeks to arrive in your bank.

15. You are required to acknowledge Wellington Shire Council's support of your activity, where possible.
16. Wellington Shire Council is committed to upholding the Human Rights principles as outlined in the Charter of Human Rights and Responsibilities Act 2006 (Vic) and has referred to Council's Human Rights Policy to develop the WSC CAG & QRG program Guidelines and Assessment Criteria.

Contact

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

Community Facilities Planning and Grants Officer
Phone: 1300 366 244
Email: enquiries@wellington.vic.gov.au

15. FURTHER GALLERY AND ONLINE COMMENTS

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

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

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

ONLINE COMMENTS –

FURTHER GALLERY COMMENTS –

Meeting declared closed at:

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

16. 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.