



WELLINGTON
SHIRE COUNCIL

Agenda Ordinary Council Meeting

Tuesday 18 November 2025, commencing at 5:00 PM

Meeting to be held at

Wellington Centre – Wellington Room, Foster Street, Sale via

Microsoft Teams

or stream online at <https://www.youtube.com/@wellingtonshire>

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 published and archived on Council's Website for viewing by the public. Recordings may be used for publicity or information purposes.

Members of the public in attendance at the Council meeting who wish to communicate with the Council regarding an agenda item or any other matter should advise the Mayor, ideally prior to the meeting starting, to ensure that their submission is called at the appropriate time during the meeting.

Would gallery visitors, Councillors and invited online attendees please 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. ELECTION OF MAYOR AND DEPUTY MAYOR

2.1. SETTING THE TERM OF OFFICE FOR THE MAYOR AND ESTABLISH THE OFFICE OF THE DEPUTY MAYOR

ACTION OFFICER: CHIEF EXECUTIVE OFFICER

PURPOSE

To establish an office of Deputy Mayor and determine the Mayoral term of office in accordance with the *Local Government Act 2020* and Council's Governance Rules.

RECOMMENDATION

That Council:

- 1. Resolve to establish an office of Deputy Mayor.***
- 2. Determine that the term of office of the Mayor and Deputy Mayor will be from 18 November 2025 to as close to the end of a _____ year term as is reasonably practicable.***

BACKGROUND

Establishment of an office of Deputy Mayor

In accordance with the *Local Government Act 2020* ('the Act') section 20A(1) a Council may establish an office of Deputy Mayor.

Should Council resolve to establish an office of Deputy Mayor, the term of the newly elected Deputy Mayor will continue for either a term of one or two years.

Should Council decide not to continue with the office of Deputy Mayor, an Acting Mayor may be appointed when the Mayor is unable to attend a Council meeting or part of a Council meeting; the Mayor is incapable of performing the duties of the office of Mayor for any reason; or if the office of Mayor is vacant in accordance with section 20B(1) of the Act.

Term of Office of the Mayor and Deputy Mayor

Section 26(3) of the Act provides that before a Mayor or Deputy Mayor is elected, Council must determine by resolution whether they are elected for a one year or a two year term.

Section 26(4) of the Act provides that if the Mayor or Deputy Mayor is elected for a one year term, the next election must be held on a day to be determined by the Council that is as close to the end of the one year term as is reasonably practicable.

Section 26(5) of the Act further provides that if the Mayor or Deputy Mayor is elected for a two year term, the next election must be held on a day to be determined by the Council that is as close to the end of the two year term as is reasonably practicable.

ATTACHMENTS

NIL

OPTIONS

Council has the following options available:

1. That Council resolve to establish an office of Deputy Mayor and determine that the Mayor and Deputy Mayor are to be elected for a term of one year from 18 November 2025 to as close to the end of the term as is reasonably practicable; or
2. That Council resolve to establish an office of Deputy Mayor and determine that the Mayor and Deputy Mayor are to be elected for a term of two years from 18 November 2025 to as close to the end of the term as is reasonably practicable; or
3. That Council resolve not to establish an office of Deputy Mayor and determine that the Mayor be elected for a term of one year or two years from 18 November 2025 to as close to the end of the term as is reasonably practicable.

PROPOSAL

That Council resolve to establish an office of Deputy Mayor and determine that the Mayor and Deputy Mayor are to be elected for a term of either one or two years.

CONFLICT OF INTEREST

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

COUNCIL PLAN 2025-29

While this report does not meet a specific Council Plan strategic objective, it aligns with good governance.

FINANCIAL IMPACT

In accordance with section 39 of the *Local Government Act 2020*, Councillors are entitled to receive an allowance while performing their duty as a Councillor. The Mayor and Deputy Mayor receive a higher allowance.

The framework and values of the base allowance are determined in accordance with the Victorian Independent Remuneration Tribunal under the *Victorian Independent Remuneration Tribunal and Improving Parliamentary Standards Act 2019*. Councils are divided into three categories with Wellington Shire Council recognised as a category two council.

The costs associated with the payment of the allowances are funded through the 2025/26 budget and funds will also be provided in future financial years.

COMMUNICATION IMPACT

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

LEGISLATIVE IMPACT

In accordance with the *Local Government Act 2020* section 20A(1) a Council may establish an office of Deputy Mayor.

The *Local Government Act 2020* section 26(3) provides that before a Mayor or Deputy Mayor is elected, Council must determine by resolution whether the Mayor is to be elected for a one year or a two year term.

COUNCIL POLICY IMPACT

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

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.

2.2. ELECTION OF MAYOR

ACTION OFFICER: CHIEF EXECUTIVE OFFICER

PURPOSE

For Council to elect a Councillor to be Mayor at a meeting that is open to the public in accordance with the *Local Government Act 2020*.

RECOMMENDATION

That Councillor _____ be elected as Mayor from 18 November 2025 to as close to the end of the _____ year term as is reasonably practicable.

BACKGROUND

In accordance with the *Local Government Act 2020* ('the Act') section 20(a) the office of Mayor is vacant and a Mayor must be elected by an absolute majority of the Councillors.

The proposed term of the newly elected Mayor will continue to as close to the end of the one or two year term as is reasonably practicable.

ATTACHMENTS

NIL

OPTIONS

Council has the following options available:

1. To elect a Councillor to be Mayor at a meeting that is open to the public; or
2. To consider the election of a Mayor at a later meeting of Council as soon as reasonably practicable

PROPOSAL

For Council to elect a Councillor to be Mayor at a meeting that is open to the public in accordance with the *Local Government Act 2020* section 25(1).

CONFLICT OF INTEREST

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

COUNCIL PLAN 2025-29

While this report does not meet a specific Council Plan strategic objective, it aligns with good governance.

FINANCIAL IMPACT

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

COMMUNICATION IMPACT

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

LEGISLATIVE IMPACT

The *Local Government Act 2020* section 25(1) provides that Council elect a Councillor to be Mayor at a meeting that is open to the public.

COUNCIL POLICY IMPACT

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

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.

2.3. ELECTION OF DEPUTY MAYOR

ACTION OFFICER: CHIEF EXECUTIVE OFFICER

PURPOSE

For Council to elect a Councillor to be Deputy Mayor at a meeting that is open to the public in accordance with the *Local Government Act 2020*.

RECOMMENDATION

That Councillor _____ be elected as Deputy Mayor from 18 November 2025 to as close to the end of the _____ year term as is reasonably practicable.

BACKGROUND

In accordance with the *Local Government Act 2020* ('the Act') section 20A(1) a Council may establish an office of Deputy Mayor.

The proposed term of the newly elected Deputy Mayor will continue to as close to the end of the one or two year term as is reasonably practicable.

ATTACHMENTS

NIL

OPTIONS

Council has the following options available:

1. To elect a Councillor to be Deputy Mayor at a meeting that is open to the public; or
2. To consider the election of a Deputy Mayor at a later meeting of Council as soon as reasonably practicable.

PROPOSAL

For Council to elect a Councillor to be Deputy Mayor at a meeting that is open to the public in accordance with the *Local Government Act 2020* section 27.

CONFLICT OF INTEREST

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

COUNCIL PLAN 2025-29

While this report does not meet a specific Council Plan strategic objective, it aligns with good governance.

FINANCIAL IMPACT

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

COMMUNICATION IMPACT

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

LEGISLATIVE IMPACT

The *Local Government Act 2020* ('the Act') section 20A(1) provides that Council may establish an office of Deputy Mayor.

Section 27 of the Act provides that the same provision for Election of Mayor applies to the Election of Deputy Mayor, however the election of the Deputy Mayor is not required to be chaired by the Chief Executive Officer.

COUNCIL POLICY IMPACT

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

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.

3. DECLARATION OF CONFLICT/S OF INTEREST

4. CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETING/S

4.1. ADOPTION OF MINUTES OF PREVIOUS COUNCIL MEETING

ACTION OFFICER: MANAGER GOVERNANCE

OBJECTIVE

To adopt the minutes of the Ordinary Council Meeting of 5 November 2025.

RECOMMENDATION

That Council adopt the minutes and resolutions of the Ordinary Council Meeting of 5 November 2025.

CONFLICT OF INTEREST

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

5. BUSINESS ARISING FROM PREVIOUS MEETINGS

ACTION OFFICER: CHIEF EXECUTIVE OFFICER

ITEM	FROM MEETING	COMMENTS	ACTION BY
NIL			

6. ACCEPTANCE OF LATE AND URGENT ITEMS

7. NOTICE/S OF MOTION

8. RECEIVING OF PETITION OR JOINT LETTERS

8.1. OUTSTANDING PETITIONS

ACTION OFFICER: CHIEF EXECUTIVE OFFICER

ITEM	FROM MEETING	COMMENTS	ACTION BY
NIL			

9. INVITED ADDRESSES, PRESENTATIONS OR ACKNOWLEDGEMENTS

10. QUESTION/S ON NOTICE

10.1. OUTSTANDING QUESTION/S ON NOTICE

ACTION OFFICER: CHIEF EXECUTIVE OFFICER

ITEM	FROM MEETING	COMMENTS	ACTION BY
NIL			

11. MAYOR AND COUNCILLORS REPORT

ACTION OFFICER: COUNCILLOR SCOTT ROSSETTI

RECOMMENDATION

That the Mayor and Councillors report be noted for October 2025.

OCTOBER 2025

DATE	EVENT	ATTENDEES
2 October	Opening of RFDS Victoria Sale Branch.	Mayor Rossetti
3 October	Gippsland Climate Change Board Meeting.	Deputy Mayor
4 October	Avon Anglican Family Fun Fair.	Cr Lowe
6 October	Official Opening Aqua Energy. CEO also in attendance.	Mayor Rossetti, Deputy Mayor Madeley, Cr Ripper, Cr Bannerman, Cr Tatterson and Cr Wells.
	Wellington Seniors Community Expo.	Deputy Mayor Madeley
	Maffra Recreation Reserve Community Asset Committee Meeting.	Cr Wells
	Attended Woodside with Tom McIntosh, MP.	Mayor Rossetti
7 October	Sale Cricket Club – Season Launch	Mayor Rossetti and Cr Tatterson.
8 October	Youth Council – October Meeting	Deputy Mayor
9 October	Sale Botanic Gardens – Unveiling of new sign for Sale Golf Club.	Cr Ripper
	Gippsland Annual Leadership Address.	Deputy Mayor Madeley
	MAV Annual Conference and Service Awards Dinner.	Mayor Rossetti and Cr Tatterson.
10 October	Catch up with CEO.	Deputy Mayor Madeley
	Blue Mackerel Project Visualisations Meeting.	Deputy Mayor and Cr Wells.
	MAV State Council Meeting.	Mayor Rossetti and Cr Tatterson.

DATE	EVENT	ATTENDEES
13 October	Meeting with Maffra Football and Netball President and other Committee members.	Cr Foat and Cr Wells.
14 October	Regular catch up with CEO.	Mayor Rossetti and Deputy Mayor Madeley.
15 October	Wellington Youth Services Network Meeting. Heyfield Traders & Tourism Association AGM.	Cr Bannerman Cr Ripper
16 October	Cameron Sporting Complex Community Asset Committee Meeting. Meeting with GM Built & Natural Environment regarding Waste presentation review. Freedom of Entry Parade Rehearsal. 2025 Westpac Gippsland Wine Show Awards. CEO also in attendance.	Cr Tatterson Cr Foat Mayor Rossetti Mayor Rossetti
17 October	Wellington Shire Youth Council – Mini Upswing Gippsland Critical Minerals Committee Meeting ABC Breakfast Radio Interview	Deputy Mayor Madeley Cr Wells Mayor Rossetti
18 October	Freedom of Entry to the City of Sale and Morning Tea. CEO also in attendance. 4 th /19 th Prince of Wales's Light Horse Regiment Beersheba Dinner. Uniting Church Fair, Yarram.	Mayor Rossetti, Deputy Mayor, Cr Ripper and Cr Lowe. Mayor Rossetti and Deputy Mayor Madeley. Cr Stephens
22 October	Official Opening of the Gippsland Veterans Centre. Sale Museum Photo Opportunity.	Mayor Rossetti Mayor Rossetti
23 October	Rural Councils Victoria AGM. Meeting to discuss shared roads - Wellington Shire, Baw Baw Shire and Mansfield Shire.	Cr Bannerman Mayor Rossetti
26 October	Sale Cup Day Chairmans Luncheon. CEO also in attendance.	Deputy Mayor Madeley
28 October	Regular catch up with CEO.	Mayor Rossetti and Deputy Mayor Madeley

DATE	EVENT	ATTENDEES
	AGM Resource Centre, Heyfield. Yarram Early Learning Centre. Regular catch up with CEO.	Cr Ripper Cr Stephens Cr Wells
31 October	Timber Towns Victoria AGM and General Meeting. CEO also in attendance. Fulham Solar Farm – Site Establishment Event. CEO also in attendance. Fulham Correctional Centre: Correctional Officer Graduation Ceremony.	Cr Bannerman Deputy Mayor Madeley Deputy Mayor Madeley

12. DELEGATES REPORT

13. CHIEF EXECUTIVE OFFICER

13.1. CHIEF EXECUTIVE OFFICER REPORT

ACTION OFFICER: CHIEF EXECUTIVE OFFICER

RECOMMENDATION

That the Chief Executive Officer's report be received for October 2025.

OCTOBER 2025

DATE	EVENT AND ATTENDEES
6 October	Official Opening Aqua Energy Redevelopment. Mayor Rossetti and Deputy Mayor Madeley also in attendance.
10 October	Attendance at Wellington's Big Blokes BBQ in support of Prostate Cancer Foundation. Catch up with Deputy Mayor Madeley.
13 October	Bi-monthly meeting with Sara Rhodes-Ward, Regional Director Gippsland, Regional Development Victoria. Wellington Shire Housing & Homelessness Initiatives Meeting including Robert Pradolin from Housing All Australians and Brett Singh from Marathon Electrical.
14 October	Regular catch up with Mayor Rossetti and Deputy Mayor Madeley. Meeting with Lyndel Moore, Regional Arts Victoria.
16 October	Meeting with Pauline Hitchins, Sale Historical Museum. Attended 2025 Westpac Gippsland Wine Show Awards. Mayor Rossetti also in attendance.
17 October	Strategic Focus meeting with VicGrid.
18 October	Attended Freedom of Entry March to the City of Sale and Morning Tea. Mayor Rossetti and Deputy Mayor Madeley also in attendance.
20 October	Attended MAV Monday Connect CEO meeting.
22 October	Council CEO Emergency Management Briefing Summer, High Risk Season Preparedness with the Department of Government Services, including The Hon. Nick Staikos MP, Minister for Consumer Affairs, Minister for Local Government.
23 October	Attended Destination Gippsland Board Meeting.
24 October	Attended One Gippsland Priority Project Pitch Meeting.

DATE	EVENT AND ATTENDEES
26 October	Sale Cup Day Chairmans Luncheon. Deputy Mayor Madeley also in attendance.
28 October	Gippsland Regional Plan – Refresh Project Meeting with Sara Rhodes-Ward and Dean Magee and Kevin Johnson from Geografia. Regular catch up with Cr Wells. Regular catch up with Mayor Rossetti and Deputy Mayor Madeley.
29 October	Catch up with Vince Hurley, ASH Timber, Heyfield.
30 October	Timber Towns Victoria Members Dinner.
31 October	Timber Towns Victoria Annual General Meeting. Fulham Solar Farm – Site Establishment event. Deputy Mayor Madeley also in attendance.

14. YOUTH COUNCIL REPORT

14.1. YOUTH COUNCIL MAYOR'S REPORT - THIRD QUARTER

ACTION OFFICER: YOUTH MAYOR, DARCIE WRIGHT

RECOMMENDATION

That Council receive the Youth Mayor's Quarterly Report.

Good afternoon, Councillors, my name is Darcie Wright, and it has been my honour to fulfil the role of Youth Mayor for 2025.

The past 3 months have been a very busy time for us. In September we launched the Wellington Youth Art Prize Exhibition which attracted 54 amazing entries. This great number shows that our theme of *My True Colours* resonated with local young artists. It was wonderful to be part of the huge Gippsland Gallery Spring season launch and have such a large audience celebrate our talented artists. A big thank you to Mayor Rossetti for joining me on stage and handing out the prizes on the night. The exhibition ran until 26 October with amazing feedback from visitors and over 120 votes cast for the people's choice awards. Thanks also go to the Middle of Everywhere Team for sponsoring the cash prizes for all our winners.

In September we also celebrated YouthFest by helping to plan and take part in two events specifically designed for young people. Firstly, I enjoyed the opportunity to join with 6 youth councillors at the Sale Library Teen Night for a fun evening of craft, pizza and karaoke. The feedback from participants is that they are looking for safe, accessible places to hang out and connect with friends. The library service does a great job opening on a Friday evening once a month in each of the towns across the shire. Whilst participation numbers may seem small, we feel this is a vital service for teens and look forward to more of these nights in the future. On the footy public holiday Friday 26 September, Youth Council joined forces with Quill & Shield, a youth group in Yarram, who are focussed on connecting with young people. Through their work with AMPLIFY they aim to entertain the gaming and pop culture crowd that would normally have to travel to the city to enjoy similar events. Their Pulsar Gaming event at The Regent Theatre attracted all ages to the family fun accessible event in the afternoon. With a focus on retro video games, Mario Kart on the giant screen and heaps of VR fun we saw young people teaching the older generations. In the evening, things got serious for a 15+ gaming session with a focus on games for a mature audience. The Halo competition, which was fiercely competitive, saw youth councillor Devin - who travelled from Heyfield to join in, take out top prize. We hope to support this to become an annual event with the group in Yarram keen to encourage more creativity with the addition of a Cosplay competition.

On Friday 17 October we held Upswing Mini Fest. After the success of last year our group was keen to again bring young people together to enjoy a night of music. A crowd of around 60 watched the 4 youth acts perform on the now famous Live at The Bundy stage. Not only was this the first paid gig for some of the acts, but it was also a chance for them to work with the team at the Bundy and learn great insights into tech requirements, sound check, and hang out in the green room. The young makers market was not as busy as we hoped, and the Gippsland wind kept the crowd indoors when they weren't getting a great toasty or a baked spud from the food trucks. These are all things we learn from, take on board and hope to help with planning for next year.

Recruitment for next year's council is still open as we look for the next group of 12–24 year olds to take on leadership roles and make positive impacts for the youth of this shire. On a personal note, I would just like to say thank you for this opportunity to represent my community. Hard to believe that I started this journey as just a 14-year-old! Now here I am having reached some major life milestones - getting my license, buying a car, and finishing school. I am so grateful for the opportunity to step up and lead Youth Council this past year. I have learnt so much and will take with me some amazing friendships.

Thank you for your time.

Darcie Wright
Youth Mayor

15. GENERAL MANAGER CORPORATE SERVICES

15.1. ASSEMBLY OF COUNCILLORS REPORT

ACTION OFFICER: MANAGER GOVERNANCE

PURPOSE

To report on all assembly of Councillor records received for the period 27 October to 9 November 2025.

RECOMMENDATION

That Council note and receive the attached Assembly of Councillor records for the period 27 October to 9 November 2025.

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, in accordance with good governance, 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 27 October to 9 November 2025.

ATTACHMENTS

1. Assembly of Councillors - 5 Nov 2025 Council Day [15.1.1 - 2 pages]

OPTIONS

Council has the following options:

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

PROPOSAL

That Council note and receive the attached assembly of Councillors records during the period 27 October to 9 November 2025.

CONFLICT OF INTEREST

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

COUNCIL PLAN 2025-29

While this report does not meet a specific Council Plan strategic objective, it aligns with good governance.

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 in accordance with good governance.

COUNCIL POLICY IMPACT

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

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 AND OFFICERS IN ATTENDANCE - COUNCIL DAY

COUNCIL WORKSHOPS – 5 NOVEMBER 2025			
COUNCILLOR	ATTENDANCE	OFFICERS IN ATTENDANCE	
<i>Cr Scott Rossetti (Mayor)</i>	YES	Chris Hastie	Acting Chief Executive Officer
<i>Cr Cindy Madeley (Deputy Mayor)</i>	YES	Arthur Skipitaris	General Manager Corporate Services
<i>Cr Catherine Bannerman</i>	YES	Andrew Pomeroy	General Manager Development
<i>Cr Liz Foat</i>	YES	Billie-Jo Thorburn	Acting Manager Customer and Communications
<i>Cr Edward Lowe</i>	YES		
<i>Cr Garry Stephens (Online)</i>	YES		
<i>Cr Carmel Ripper</i>	YES		
<i>Cr John Tattersson</i>	YES		
<i>Cr Geoff Wells</i>	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 – 5 NOVEMBER 2025		
ITEM NO.	WORKSHOP TITLE	PRESENTERS
1.1	SEASONAL PREPAREDNESS BRIEFING	<i>Jock Wilson, Manager District Forest and Fire Planning, Macalister District, Forest Fire Management Victoria - DEECA</i> <i>Sam Matthews, Acting Manager Facilities and Emergencies</i> <i>Tamika Clark, Acting Coordinator Emergency Management</i> Conflict of Interest: NIL
1.2	CARBONNET BRIEFING	<i>Jane Burton, Project Director - CarbonNet</i> <i>Amanda Griffith, Stakeholder Engagement and Communication Manager, CarbonNet</i> Conflict of Interest: NIL

ASSEMBLY OF COUNCILLORS AND OFFICERS IN ATTENDANCE - COUNCIL DAY

WORKSHOP DETAILS – 5 NOVEMBER 2025		
ITEM NO.	WORKSHOP TITLE	PRESENTERS
1.3	STRATEGIC LAND PURCHASE FOR PUBLIC OPEN SPACE	David Harper, Manager Natural Environment and Parks Conflict of Interest: NIL
1.4	YORK STREET TREES AND FORESTREE UPDATE	- David Harper, Manager Natural Environment and Parks - Steven Swarbrick, Assistant Arborist Conflict of Interest: NIL
1.5	MANDATORY PROFESSIONAL DEVELOPMENT PROGRAM – THEME: WORKING TOGETHER IN COUNCIL	Jenny Scicluna, External Facilitator Conflict of Interest: NIL

15.2. REMUNERATION COMMITTEE MINUTES

ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES

PURPOSE

For Council to note and receive the minutes and endorse the actions of the Remuneration Committee meeting held on 5 November 2025.

RECOMMENDATION

That Council:

- 1. Note and receive the minutes from the Remuneration Committee meeting held on 5 November 2025 as attached; and***
- 2. Endorse the actions from the Remuneration Committee meeting held on 5 November 2025 as detailed in the attached minutes.***

ATTACHMENTS

1. Remuneration Committee minutes 5 November 2025 [**15.2.1** - 3 pages]

OPTIONS

Council has the following options available:

1. Note and receive the minutes from the Remuneration Committee meeting held on 5 November 2025 and endorse the actions from the meeting; or
2. Not note and receive the minutes from the Remuneration Committee meeting held on 5 November 2025 or endorse the actions from the meeting and seek further information for consideration at a future Council meeting.

PROPOSAL

It is proposed that Council:

1. Note and receive the minutes from the Remuneration Committee meeting held on 5 November 2025 as attached; and
2. Endorse the actions from the Remuneration Committee meeting held on 5 November 2025 as detailed in the attached minutes.

CONFLICT OF INTEREST

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

COUNCIL PLAN 2025-29

While this report does not meet a specific Council Plan strategic objective, it aligns with good governance.

FINANCIAL IMPACT

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

COMMUNICATION IMPACT

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

LEGISLATIVE IMPACT

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

COUNCIL POLICY IMPACT

The Remuneration Committee reviews Councillor entitlements, expenses, reimbursements and gifts and ensures alignment with Council policy direction and governance in relation to Councillor benefits.

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.



REMUNERATION COMMITTEE

WEDNESDAY 5 NOVEMBER 2025 – 8.30AM

MINUTES

PRESENT: Councillor Scott Rossetti
 Councillor Carmel Ripper
 Councillor Catherine Bannerman
 David Morcom (Chief Executive Officer)
 Chris Hastie (General Manager Built & Natural Environment)
 Arthur Skipitaris (General Manager Corporate Services)

APOLOGIES: Nil

1. Declaration of Conflicts of Interest:
 No Conflicts of Interest were declared.

2. Minutes of Previous Meeting:
 The minutes of the previous meeting on 5 August 2025 were accepted.

3. Actions from previous minutes
 Councillor Rossetti queried whether Citizenship Ceremonies are included in the Civic Functions ledger. Acting General Manager Corporate Services undertook to provide a response.
Response: Costs for citizenship ceremonies including catering, venue hire, and plants, etc, are charged to a ledger in the CEO's budget.
The Civic Functions & Events line for 2025/26 included costs relating to National Volunteers Week, Councillor Community Conversations, and the CMT & Councillor Christmas function.

4. Councillor Costs and Reimbursements
 Councillor Costs and Reimbursements spreadsheets were reviewed, discussed and accepted.

- Councillor Expense Summary Report YTD – 30 September 2025 (Attachment 1)

Councillor Ripper queried why the costs associated with provision of internet are not included. Arthur undertook to provide a response.

5. Enterprise Bargaining Agreement Update

The General Manager Corporate Services provided a verbal update.

6. General Business

Nil.

The meeting closed at 8.40am

Attachment 1 – Councillor Expense Summary Report YTD – 30 September 2025

Councillor Expenses and Reimbursements – Period 01 July 2025 to 30 September 2025

	2025/26 Actuals	Commitments	Left to spend/receive after commitments	2025/26 Adopted Budget	2025/26 Adjusted Budget
Councillor and Mayoral Allowances	140,982.73	-	267,497.27	408,480.00	408,480.00
Other Councillor expenses	21,530.31	-	119,029.69	140,560.00	140,560.00
Grand Total	162,513.04	-	386,526.96	549,040.00	549,040.00

15.3. ADOPTION OF THE DOMESTIC ANIMAL MANAGEMENT PLAN 2026-2029

ACTION OFFICER: MANAGER GOVERNANCE

PURPOSE

For Council to adopt the Wellington Shire Council Domestic Animal Management Plan 2026-2029.

RECOMMENDATION

That Council -

- 1. Adopt the Domestic Animal Management Plan 2026-2029 as attached;***
- 2. Make the Domestic Animal Management Plan 2026-2029 available on Council's website; and***
- 3. Forward a copy of the adopted Domestic Animal Management Plan 2026-2029 to the Secretary of Animal Welfare Victoria by the due date 4 December 2025.***

BACKGROUND

In accordance with the *Domestic Animals Act 1994*, all Councils are required to prepare a Domestic Animal Management Plan at four-year intervals. The Wellington Shire Council Domestic Animal Management Plan 2021-2025 sunsets in December 2025.

Following adoption, the Wellington Shire Council Domestic Animal Management Plan 2026-2029 is required to be provided to the Secretary of Animal Welfare Victoria by the due date 4 December 2025.

The Domestic Animal Management Plan must achieve the following:

- Set out a method for evaluating whether the animal control services provided by Wellington Shire Council are adequate;
- Promote and encourage responsible pet ownership;
- Ensure compliance with the *Domestic Animals Act 1994* and relevant regulations;
- Outline programs for the training of authorised officers;
- Outline programs, services and strategies which the Council intends to pursue;
- Minimise the risk of attacks by dogs on people and animals;
- Address over-population and high euthanasia rates for dogs and cats;
- Encourage the registration and identification of dogs and cats;
- Minimise the potential for dogs and cats to create a nuisance;
- Effectively identify all dangerous dogs, menacing dogs and restricted breed dogs;
- Review existing orders and local laws that relate to cats and dogs;
- Ensure compliance by all registered Domestic Animal Businesses; and
- Provide periodic evaluation of any program, service, strategy or review outlined under the plan.

The Wellington Shire Council Domestic Animal Management Plan 2026-2029 has been developed to address the required activities and actions, with an emphasis on:

- Increasing pet registration compliance;
- Reducing instances of dog attacks; and
- Considering the needs of those affected by family violence requiring support to temporarily house their animals.

Feedback was sought on the draft Domestic Animal Management Plan 2026-2029 from Thursday 28 August 2025 to Wednesday 24 September 2025.

A dedicated 'Your Wellington Your Say' webpage was launched to explain the rationale behind the draft Domestic Animal Management Plan and to invite community feedback. Residents were encouraged to participate by completing an online survey or submitting written comments. The availability of the draft plan and the opportunity to provide input were also promoted through social media and the local newspaper.

There were 31 responses to the survey and four written submissions received. A summary of the feedback, along with corresponding Officer comments, is provided as Attachment 14.2.1 - Community Engagement Report.

The feedback received through the community engagement process was thoroughly reviewed, carefully considered and shared with Councillors during a workshop.

Following the consideration of the feedback, the following updates to the draft Domestic Animal Management Plan 2026-2029 have been made:

- An additional activity to review the current approach to designated on-lead areas for dogs by Year 4 of the plan to determine whether adjustments are warranted.
- Emphasis on the need for confidential and discreet handling of pet placements in situations involving family violence.

Since the draft was prepared, a correction has also been made to Section 8 relating to the total number of dogs declared as dangerous, menacing or restricted breed dogs that are listed as residing in Wellington Shire. The figure of six has been updated to ten which consists of three dogs which are declared dangerous and seven dogs which have been declared menacing.

Although not all feedback received led to changes in the Domestic Animal Management Plan, the insights provided were valuable and will inform future actions, including the following:

- When setting registration fees and excess permit fees, Council will take into account the current cost-of-living pressures experienced by pet owners, while ensuring a balanced approach to service delivery and cost recovery.
- Council will review the 'Animals and Pets' section of its website with a view to including information on registered dog trainers, along with other relevant resources to promote responsible pet ownership.
- Ongoing efforts to improve compliance with the cat curfew in a practical and community-focused way.

ATTACHMENTS

1. Community Engagement Report [**15.3.1** - 9 pages]
2. Domestic Animal Management Plan 2026-2029 [**15.3.2** - 41 pages]

OPTIONS

Council has the following options available:

1. To adopt the Domestic Animal Management Plan 2026-2029, make the Domestic Animal Management Plan 2026-2029 available on Council's website and forward a copy of the adopted Domestic Animal Management Plan 2026-2029 to the Secretary by the due date 4 December 2025; or
2. To not adopt the Domestic Animal Management Plan 2026-2029 and seek further information for consideration at a future meeting of Council.

PROPOSAL

It is proposed that Council -

1. Adopt the Domestic Animal Management Plan 2026-2029;
2. Make the Domestic Animal Management Plan 2026-2029 available on Council's website; and
3. Forward a copy of the adopted Domestic Animal Management Plan 2026-2029 to the Secretary of Animal Welfare Victoria by the due date 4 December 2025.

CONFLICT OF INTEREST

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

COUNCIL PLAN 2025-29

This report supports the achievement of the following Council Plan 2025-29 Strategic Objective/s:

Strategic Objective One: Healthy and Connected Communities – *Vibrant, healthy, connected and inclusive communities. Quality services accessible to everyone* – states the strategy:

Aligning services through a community-centred organisation.

FINANCIAL IMPACT

The preparation of the Domestic Animal Management Plan 2026-2029 was undertaken using existing staff who are funded under the adopted budget.

The financial implications of implementing the actions outlined in the Domestic Animal Management Plan 2026–2029 can be accommodated within existing budget allocations.

COMMUNICATION IMPACT

A media release will be prepared to create awareness that Council has adopted a new Domestic Animal Management Plan.

The *Domestic Animals Act 1994* requires that an evaluation of the implementation of the Domestic Animal Management Plan is included in the Annual Report.

LEGISLATIVE IMPACT

In accordance with the *Domestic Animals Act 1994*, every Council in Victoria must develop and implement a four-year Domestic Animal Management Plan. Council's current Domestic Animal Management Plan is due to expire in December 2025 with a new one required to be adopted no later than 4 December 2025.

COUNCIL POLICY IMPACT

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

RESOURCES AND STAFF IMPACT

Relevant staff were consulted throughout the development of the Domestic Animal Management Plan 2026-2029 and have had the opportunity to contribute to the review. The plan outlines ongoing training requirements for the Local Laws Officers.

COMMUNITY IMPACT

The Domestic Animal Management Plan 2026-2029 details the domestic animal services provided to the community, the qualifications and training of staff, and the programs and strategies Council will use to promote responsible pet ownership throughout the municipality.

ENVIRONMENTAL IMPACT

Educating pet owners on responsible pet ownership is a key theme throughout the Domestic Animal Management Plan 2026-2029. It is considered that there is an opportunity to benefit the environment, particularly with regard to the management of cat desexing and general responsible pet ownership that minimises impacts on the natural environment and wildlife.

ENGAGEMENT IMPACT

Council facilitated a community engagement process regarding the draft Domestic Animal Management (DAM) Plan through its online platform, *Your Wellington, Your Say*.

Following the adoption of the Domestic Animal Management Plan 2026-2029, a range of ongoing activities will require continued engagement with the community. These efforts aim to raise awareness around key issues such as responsible pet ownership and registration requirements.

RISK MANAGEMENT IMPACT

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

Domestic Animal Management Plan 2026-2029: Community Engagement Report

SUMMARY OF FEEDBACK RECEIVED

31 survey responses were received via 'Your Wellington Your Say'. A demographic breakdown of the responses is as follows:

Gender:

Female	28
Male	2
Prefer not to say	1

Age:

25-34	2
35-49	7
50-59	5
60-69	8
70-84	7

Connection to Wellington Shire:

Resident Full-Time	24
Resident Part-Time	2
Work in Wellington	2
Business Owner	1

SURVEY RESULTS

1. Have you read the draft of the DAM Plan?

Yes	30
No	1

2. Do you own a dog or cat? (Multiple responses permitted)

I own a dog	15
I own a cat	8
I don't own a dog or cat	2
I own another pet	4
I don't own a pet	7

3. If you are a pet owner, do you face any of the below challenges?

Keeping my cat contained	1
Keeping my dog contained	1
Dealing with my dog's excessive barking	1
Dealing with my dog's aggression/reactivity	2
Costs involved keeping pets	2
I do not experience any challenges	9

- 4. How would you rank the following in order of importance?** This question received 25 responses, and the average rankings were calculated. A lower number indicates a higher priority.

Responding to reports of dog attacks	1
Responding to animal welfare concerns	2
Reuniting lost pets with owners	3
Supporting pet owners during emergency events	4
Monitoring domestic animal businesses/investigating illegal breeding establishments	5
Responding to barking dog complaints	6
Rehoming unwanted pets	7
Offering temporary care for pets during times of personal upheaval	7

- 5. In the past 12 months, have you accessed the Animal and Pets section of Council's website?**

Yes	12
No	19

- 6. Did you find the information in the Animal and Pets section of Council's website helpful?**

Yes	9
No	4

- 7. Is there any further information you would like to see on the Animal and Pets section of Council's website?**

Summary of Responses (7 total):

Respondents suggested including:

- Additional guidance on managing common dog behaviours
- Information about local training opportunities (e.g. puppy classes, obedience clubs, private trainers)
- More comprehensive content on responsible pet ownership

- 8. Do you have any comments or a written submission you would like to make for the draft Domestic Animal Management Plan 2026-2029?**

Summary of theme/comment	Occurrence	Officer Response
Request dog parks	1	Because of our rural setting and the abundance of open space, Council has taken a practical and inclusive approach to dog exercise areas. Instead of creating parks just for dogs, there are designated Dog On-Lead Areas to ensure safety and shared use. Outside of these areas, dogs can be walked off-lead, as long as they're under effective control.
Default on-lead rule throughout Shire	2	Transitioning from designated on-lead areas to a default on-lead rule across the Shire would represent a more prescriptive approach to dog management. This shift would require thorough evaluation and careful consideration, including assessment of community needs, enforcement

Summary of theme/comment	Occurrence	Officer Response
		implications, and environmental impacts. The plan will be updated to include an activity that the current approach to on-lead areas will be revisited by year 4 of the plan to determine whether adjustments are warranted.
Cat curfew enforcement	4	Information is available on Council webpage about the cat curfew and enforcement: Cat Curfew
Subsidised desexing program	2	Will explore opportunities for program with industry partners.
Limiting the number of pets per property	1	Addressed in Community Local Law 2021
Direct phone line to animal management officer	1	Council 1300 366 244 number is staffed 24/7
Against cat curfew	2	Noted
Harsher penalties for wandering dogs	2	Penalties set by State Government
Against pet registration	1	Legislated by State Government
Positive comment re. Local Laws staff	1	This feedback was shared with local laws staff

Written Submissions:

Four written submissions were received, as follows:

FEEDBACK SUBMITTED BY	SUMMARY OF COMMENTS	OFFICER RESPONSE
Animal Welfare Organisation - Victoria	Mandatory Cat Desexing Implementing compulsory desexing for cats in the Wellington municipality is a vital step toward reducing stray populations, improving animal welfare outcomes, and supporting positive community relationships with domestic cats.	Section 10A of the <i>Domestic Animals Act 1994</i> does allow councils to resolve that it will not, after a specified future date, register or renew the registration of a cat unless the cat is desexed. Rather than implementing a more prescriptive approach, desexing incentives can continue to be effectively promoted through reduced registration fees for desexed cats, a practice already in place. Registering under the reduced fee is three times cheaper than registering an entire animal. Furthermore, the existing cat curfew acts as a complementary measure, helping to reduce uncontrolled breeding and supporting responsible pet ownership.
	Three Stage Surrender Process and Early Intervention Framework To better manage incoming animal surrenders and support both the community and shelter capacity, we propose a structured three-stage surrender process, coordinated in partnership with Wellington Shire Council. Under Section 33A of the Domestic Animals Act 1994, councils are required to receive surrendered animals; however, the legislation does not specify a timeframe for admission. This provides scope to implement a triage system that slows the surrender process in appropriate cases, allowing for early intervention and more thoughtful outcomes for both people and their pets.	Council will work with the contract management of the Pound and Shelter to explore the option of a three-stage surrender process.
	Reducing Reclaim Fees for Registered Pets and Addressing Financial Barriers	The draft DAM Plan outlines Council's current approach, which prioritises reuniting registered animals with their owners before considering impoundment, which incurs a reclaim fee.

FEEDBACK SUBMITTED BY	SUMMARY OF COMMENTS	OFFICER RESPONSE
	Research shows that registered pets have higher reclaim rates compared to unregistered pets, as owners are more likely to reclaim pets they have officially registered. In a study by Bradshaw et al. (2016), it was found that pets with microchips or other forms of registration were significantly more likely to be reunited with their owners, largely due to the increased likelihood of owners being contacted when an animal is found. This highlights the critical role of pet registration in reunification efforts.	
	Enhancing Field Reunification Efforts Direct reunification of registered animals in the field not only increases the chances of pets being returned to their owners without entering the shelter system but also helps alleviate the strain on shelter resources.	65% of all registered animals are reunited with their owners in the first instance. Where an animal can't be identified, the owner can't be contacted, or the animal has a history of wandering, it will be impounded.
	The Long-Term Benefits of Free First-Year Pet Registration Expanding the initiative to offer free pet registration for both cats and dogs in their first year, regardless of where the pet was obtained, would be a positive step towards increasing pet registration and promoting responsible pet ownership.	Council already offers a reduced registration fee for animals under 12 months of age for the first year of registration. When setting the registration fees Council will take into account whether a free registration is warranted for pets in their first year, while also ensuring a balanced approach to service delivery and cost recovery.
	Partnering with Professional Dog Trainers to Promote Responsible Pet Ownership and Reduce Dog Attacks Partnering with a professional and credible pet training team to conduct regular, free dog training sessions in the Shire would significantly enhance responsible pet ownership and help reduce dog attacks.	Council will review the 'Animal and Pets' section of its website and consider what additional information can be provided to support responsible pet ownership.
Animal Welfare Organisation - New South Wales	Registration costs If Council reduced the annual registration costs significantly and removed the excess animal permit annual fee (instead charge a one-off admin/processing fee for issuing the permits),	When setting the registration fees, and excess permit fees Council will take into account the current cost-of-living pressures experienced by pet owners, while also ensuring a balanced approach to service delivery and cost recovery.

FEEDBACK SUBMITTED BY	SUMMARY OF COMMENTS	OFFICER RESPONSE
	then Council might see a much higher take-up of registration of pet cats/dogs in the Shire.	
	Cat Curfew/Containment: Animal Care Australia notes and supports Council's 24-hour cat curfew introduced in January 2023, which requires all cat owners in Wellington Shire to confine their cats to their property. Also noted is [3] the reduction within the twelve months since the cat curfew came into effect of 81 fewer domestic cats collected at large, compared to the twelve-month period directly prior to the curfew.	Animal Care Australia's comments are welcomed.
	Dog Attacks While there is a commendable process in place for handling dog attacks, Animal Care Australia notes there is no requirement of or support for behaviour training of dogs involved – other than a temperament evaluation when a dog is impounded.	Council will review the 'Animal and Pets' section of its website, with a view to providing information on registered dog trainers operating within the Shire.
	Education and Information A number of the objectives outlined throughout the draft DAMP include utilising Council's website for the purpose of notification and education. Animal Care Australia commends this as it is a modern means of ensuring access to information, including the continued promotion through local media and social media. This information should be promoted via mailouts (yes, an old-school approach – but one that does not end up in email junk/spam folders) and promoted via leaflets at local pet stores, veterinary practitioners etc.	Council stocks hard copies of responsible pet ownership educational brochures, which are provided to pet owners via mailouts and in person.
	Review of Animal Limits in Council's Community Local Law It is necessary to call your attention to animal restrictions within the Community Local Law 2021 - as this is where Council is disappointing in its approach to pet ownership and Animal Care Australia DOES NOT support the number restrictions listed in Part 6.1 Keeping of Animals (page 39) of the Community Local Law.	This recommendation relates to the <i>Wellington Shire Council Community Local Law 2021</i> , rather than the draft Domestic Animal Management Plan. As such, the recommendation is outside the scope of the request for community feedback relating to the Plan.

FEEDBACK SUBMITTED BY	SUMMARY OF COMMENTS	OFFICER RESPONSE
Holiday Homeowners	Introducing a 24-hour cat containment requirement We note that in areas such as Sherbrooke Forest, Yarra Ranges Council phased in containment by first applying it to properties adjoining sensitive reserves before expanding more broadly.	Since the 24-hr cat curfew was introduced to Wellington Shire in July 2023, Council has experienced a 20% reduction in the number of domesticated cats impounded. Complaints relating to wandering/nuisance cats also reduced. Over the first 12 months of the curfew, 81 fewer domestic cats were collected, compared with the 12 months directly preceding the cat curfew.
	Strengthening Community Education Campaigns Strengthening community education campaigns so that pet owners clearly understand the impacts of roaming cats and un-contained dogs on native wildlife and community safety.	Council will review the 'Animal and Pets' section of its website, to consider if further information could be included to educate the community on the impacts of uncontained domestic animals.
	Increasing monitoring and enforcement in high-value environmental areas such as Loch Sport, which adjoins national park and sensitive habitats. We appreciate that the Draft Plan acknowledges the balance between pet ownership, community safety, and animal welfare. However, in locations like Loch Sport, where domestic pets live so closely with sensitive ecosystems, stronger measures are urgently needed.	Council recognises the importance of protecting sensitive habitats. The requirement to contain cats and dogs is in recognition of the impacts wandering domestic animals have on the natural environment and community wellbeing. Local Laws officers will continue to monitor and enforce instances of uncontained pets as resources allow.
Resident	Registration Compliance Move away from current punitive strategies and explore incentive-based approaches, eg. reduced first-year fees, bundled registration at desexing or microchipping and "welcome packs" for new pet owners.	When setting the registration fees, Council will take into account the current cost-of-living pressures experienced by pet owners, while also ensuring a balanced approach to service delivery and cost recovery. Desexing is already encouraged via a reduced registration fee.
	Breeding Businesses Suggest various strategies to identify crossbreed and puppy mill operations: • Update the Plan to reflect realistic monitoring channels • Allocate resources for active intelligence gathering • Encourage anonymous community reporting tools • Develop partnerships with welfare organisations and Vets	Section 9.2 of the plan lists the following compliance activities as they relate to Domestic Animal Business (DAB) as including: • Annual audits of all registered DABs • Unannounced inspections of DABs where potential beaches of the relevant Code of Practice have been identified

FEEDBACK SUBMITTED BY	SUMMARY OF COMMENTS	OFFICER RESPONSE
	Link breeder regulation to desexing promotions.	- Investigating reports of unregistered DABs and where appropriate prosecutions in the Magistrates' Court of Victoria - Combined operations with the RSPCA where illegal breeding activities are reported/suspected. - Regular monitoring of Internet sites that advertise pets, such as Facebook Marketplace and Dogzonline to identify any unregistered breeding facilities that may be operating in the Shire - Provision of information regarding commercial breeder applications to Animal Welfare Victoria An anonymous reporting option is not currently available, however, this may be reconsidered in future iterations of the Plan. An anonymous reporting portal is being trialled for internal use within Council, and this may serve as a model for broader application, including animal management reporting.
	Cat Curfew Provide incentives and support to increase compliance, such as: - Small grants or subsidies for cat enclosures - Partner with Men's Sheds or TAFEs to build affordable cat runs - Targeted education on the benefits of containment for cat welfare, not just enforcement.	While Council supports responsible pet ownership through education and awareness, it is not in a position to subsidise the cost of cat enclosures or provide financial incentives. However, Council can play a valuable role in educating the community about the benefits of cat containment and promoting partnerships with local organisations—such as Men's Sheds or TAFEs—that may be able to assist with low-cost solutions. These approaches will be considered as part of ongoing efforts to improve compliance with the cat curfew in a practical and community-focused way.
	Animals in Emergencies and Family Violence This section is light on details. Plan should include:	The Emergency Animal Welfare Plan provides additional detail relating to animals in emergencies.

FEEDBACK SUBMITTED BY	SUMMARY OF COMMENTS	OFFICER RESPONSE
	- Capacity planning data for animals in emergency relief centres - Detail on resourcing, confidentiality protocols and partnerships in place under the Family Violence pet care response.	Council staff are trained to treat information about pets with the same level of confidentiality as other sensitive customer data. The DAM plan will be updated to emphasise discreet handling of pet placements in situations involving family violence
	Intelligence and Evaluation Metrics are focused on activities rather than outcomes. Plan should: - Use Pet Exchange Register data to benchmark the number of source codes issued - Develop outcome-based evaluation metrics for each objective.	The activities listed in the DAM plan include evaluation components, ensuring that implementation is monitored and assessed throughout.

DOMESTIC ANIMAL MANAGEMENT PLAN 2026-29



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1.0: INTRODUCTION

1.1 Executive Summary

Wellington Shire Council (Council) recognises that pet ownership has positive benefits for the community. Responsible pet ownership makes a valuable contribution towards our community's wellbeing and adds to social connectivity. This is more pronounced with children and the elderly where pets play a more prominent part in their lives. They provide opportunities for active pursuits, companionship to those who may feel lonely or isolated and independence for those with a disability or illness.

Following a boom in pet ownership at the outset of the COVID-19 pandemic, Australia's pet ownership rate has stabilised, however Australia has one of the highest rates of pet ownership per household in the world. Approximately 48% of households own dogs and 33% own cats.¹

The issue of balancing pet ownership and the rights of the individual to enjoy the environment is a challenge. The adequate control of animals can often be a source of conflict between neighbours, particularly in urban areas.

The *Domestic Animals Act 1994* (the Act) regulates domestic animal management within Victoria. It is a requirement that every Council develops and implements a Domestic Animal Management Plan (DAM Plan).

1.2 Purpose and Primary Objective of the Domestic Animal Management Plan (DAM Plan)

Balancing the benefits of pet ownership and the rights of individuals to enjoy their environment without disruption remains an ongoing challenge. Consideration has been given to both pet owners and those who do not own pets when developing this plan.

The primary objective is to provide a strategic plan to guide the community towards the goal of responsible pet ownership and to assist Wellington Shire to achieve a professional, consistent and proactive approach to domestic animal management practices.

The DAM Plan identifies current activities and future actions to address the following issues as required by s68A of the Act:

- Set out a method for evaluating whether the animal control services provided by Council are adequate;
- Promote and encourage responsible pet ownership;
- Ensure compliance with the *Domestic Animals Act 1994* and relevant regulations;
- Outline programs for the training of authorised officers;
- Outline programs, services and strategies which the Council intends to pursue;
- Minimise the risk of attacks by dogs on people and animals;
- Address over-population and high euthanasia rates for dogs and cats;
- Encourage the registration and identification of dogs and cats;
- Minimise the potential for dogs and cats to create a nuisance;
- Effectively identify all dangerous dogs, menacing dogs and restricted breed dogs;
- Review of existing orders and local laws that relate to cats and dogs;
- Ensure compliance by all registered Domestic Animal Businesses;

¹ Animal Medicines Australia 2022

- Provide periodic evaluation of any program, service, strategy or review outlined under the plan.

1.3 Process applied in Developing the DAM Plan

The DAM plan was developed by Wellington Shire Council's Local Laws team, following a series of structured activities undertaken throughout its planning and implementation phases.

Action	Actioned By	Date
Review effectiveness of 2021-2025 Plan using available data.	Coordinator Local Laws	March 2025
Draft 2026-2029 Plan incorporating results from 2021-2025 Plan review.	Coordinator Local Laws	April-May 2025
Release document for public comment.	Council	August 2025
Engage with the Community by: • Seeking submissions to draft document. • Engaging with internal and external agencies, such as RSPCA, Animal Welfare Victoria, Victorian Animal Aid Trust, Animal Care Australia and Committees of Management, seeking feedback.	Coordinator Local Laws	August 2025
Compile results of community engagement.	Coordinator Local Laws	September 2025
Update Plan to reflect and incorporate feedback	Coordinator Local Laws	September 2025
Review Final document	Manager Governance	October 2025
Present final document to Council for adoption	Coordinator Local Laws	November 2025
Forward to Animal Welfare Victoria and place on Council's website	Coordinator Local Laws	December 2025

1.4 Wellington Shire Demographic Snapshot

Wellington Shire is the third largest shire in Victoria by land area (10,811 square kilometres). The shire is a mixture of rural and urban areas, with an estimated population of 46,124².

Wellington Shire is a unique environment, which encompasses coastal areas, the Gippsland Lakes, agricultural land, areas of cultural and environmental significance, undeveloped land and urban areas. The largest towns in the area are Sale, Maffra, Yarram, Stratford, Rosedale and Heyfield.

² Australian Bureau of Statistics ERP 2023



Wellington Shire

It is estimated that around 48% of households in Australia own at least one dog, with an average of 1.3 dogs per dog-owning household. Similarly, 33% of households own at least one cat, averaging 1.6 cats per cat-owning household.³ These figures are significantly higher than those recorded in pre-pandemic surveys, which showed 40% of households owning dogs and 27% owning cats.

With 18,890 households in Wellington Shire⁴, it is estimated there are 11,787 dogs and 9,973 cats in the Shire. Unfortunately, the number of registered dogs and cats (particularly cats) is significantly less than the estimated population. Registration and identification of dogs and cats will be discussed further in Part 3 of this Plan.



³ Animal Medicines Australia 2022

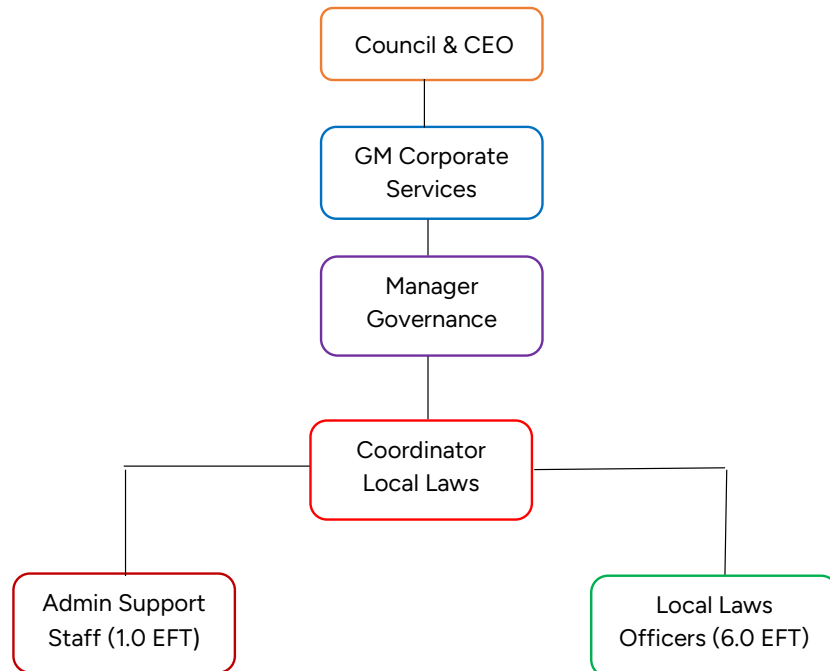
⁴ Australian Bureau of Statistics 2023

1.5 Wellington Shire Council Animal Management Staffing

To meet legislative requirements, Wellington Shire Council employs Local Laws Officers, who are authorised under section 72 of the *Domestic Animals Act 1994* and are included in Council's Governance business unit.



Organisational Structure



Although the Organisational Structure identifies six Local Laws Officers, they manage a broad range of responsibilities beyond animal management. For the purposes of this Plan, it is estimated that the equivalent of three officers are primarily allocated to domestic animal management duties.

1.6 Context and Current Situation

The Wellington Shire Council local laws team provide a broad range of services to ensure it meets its legislative responsibilities relating to animal management. They include, but are not limited to:

- Responding to and investigating customer requests/complaints relating to domestic animals;
- Promoting responsible pet ownership;
- Managing the Wellington Shire Pound and Animal Shelter;
- Maintaining the domestic animal, restricted breed and declared dog registers;
- Managing wandering, nuisance, unwanted/surrendered animals;
- Assisting with the feral cat population;
- Investigating dog attacks;
- Conducting patrols in popular dog walking areas;
- Registering and inspecting Domestic Animal Businesses (DABs);
- Providing a 52-week, 24/7 emergency service;
- Providing suitably trained and qualified staff;
- Maintaining collaborative relationships with partner organisations, such as – Royal Society for the Prevention of Cruelty to Animals (RSPCA), Victoria Police, Victorian Animal Aid Trust, Animal Welfare Victoria, veterinary clinics and other stakeholders, with a view to a multi-agency approach to animal management.

Summary of Key Services:

Current Program	Service Level
Identification and Registration	All dogs and cats are required to be registered by 10 April each year. As of 30 June 2025, the number of animals registered within Wellington Shire was: Dogs: 7,426 Cats: 1,850
Wellington Shire Pound and Animal Shelter	Consists of a facility that can accommodate 38 dogs and 36 cats. The facility is located at 111 Hopkins Road Fulham, about 5km west of Sale. It is managed under contract by Victorian Animal Aid Trust, who provide the following services: • Agents for the registration of pets; • Receive dogs and cats, contact known owners, place photographs on the website, house animals until released, rehouse or disposal of

Current Program	Service Level
	animals due to ill health, welfare issues or where there is failure to rehouse; • Provide short term care for animals whose owners are temporarily unable to care for them due to illness or situations involving domestic violence. This allows owners to focus on recovery or safety while knowing their animals are being looked after in a secure and compassionate environment. • Provide secure housing of seized dogs, pending prosecution; • Provide monthly statistics to Wellington Shire. During the 2024-2025 financial year, 572 lost or surrendered animals were received at the Pound and Shelter. 341 were reunited with their owners and 200 were successfully rehomed. 16 dogs were seized pending prosecution in the Magistrates Court of Victoria.
Domestic Animal Businesses	There are 20 Domestic Animal Businesses registered with Wellington Shire. All are monitored to ensure compliance with the relevant Codes of Practice. Currently, these include: 5 Breeding/Rearing Establishments 2 Pounds and Animal Shelters 5 Dog Training Establishments 2 Pet Shops 6 Boarding Establishments
Domestic Animal Complaints	During the 2024-2025 financial year, local laws staff have responded to 1,286 domestic animal complaints, with an average initial response time of 1.3 days. Complaints varied from wandering cats/dogs, nuisance animals, reports of dog attacks or rushes, animal welfare concerns, requests to surrender pets and reports of non-compliance with the relevant Codes of Practice. While matters can be reported during standard business hours, Council also provides a 24-hour service to respond to urgent issues.

Current Program	Service Level
Restricted Breed/Declared Dog Identification and Monitoring	Restricted Breed and Declared dogs are identified, declared and monitored in accordance with Part 3A of the <i>Domestic Animals Act 1994</i>. Current Count of dogs listed as residing in Wellington Shire as of 20/10/2025: Declared Dangerous Dogs 3 Declared Menacing Dogs 7
Responsible Pet Ownership	Wellington Shire has developed a very comprehensive responsible pet ownership education resource section on its website. Regular animal management articles are published in local newspapers, on social media and Council's website.
Animals in Emergencies	Through the Wellington Shire Council Emergency Animal Welfare Plan, we support and provide safe refuge to pets and their owners in times of emergency, such as fires or floods.

2.0: TRAINING OF AUTHORISED OFFICERS

2.1 Current Situation

Wellington Shire Council employs six full-time Local Laws officers, all authorised in accordance with:

- Section 72 of the *Domestic Animals Act 1994*;
- Section 18 of the *Prevention of Cruelty to Animals Act 1986*; and
- Section 313 of the *Local Government Act 2000*.

For the purpose of this plan, three full-time equivalent positions are dedicated to domestic animal management, however additional staff are utilised for planned operations such as annual and unannounced domestic animal business inspections, pet registration checks, animal welfare investigations and emergency situations.

Wellington Shire Council recognises the importance of skilled and qualified staff, as such, individual training plans are developed as part of the professional development and performance appraisal processes.

A dedicated Coordinator Organisational Development is employed to oversee the delivery of initial and ongoing training, in addition to targeted professional development opportunities.

2.2 Current Training

The table below outlines the current training opportunities available to local laws staff and their participation.

Subject	Frequency	Officer 1	Officer 2	Officer 3	Officer 4	Officer 5	Officer 6
Initial Induction Training	At commencement of employment	✓	✓	✓	✓	✓	✓
Cert IV in Animal Control & Regulation	Once	✓					
Animal Welfare Victoria Animal Management Officer Seminar	Annually	✓	✓	✓	✓	✓	✓
Child Safe Standards	Annually 2 yearly	✓	✓	✓	✓	✓	✓
Human Rights	3 yearly	✓	✓	✓	✓	✓	✓
Prevention of Workplace	Annually	✓	✓	✓	✓	✓	✓

Subject	Frequency	Officer 1	Officer 2	Officer 3	Officer 4	Officer 5	Officer 6
Bullying and Harassment							
Record Keeping & Privacy	2 yearly	✓	✓	✓	✓	✓	✓
Fraud and Corruption Awareness	2 yearly	✓	✓	✓	✓	✓	✓
Situational Awareness	2 yearly	✓	✓	✓	✓	✓	✓
Use of Firearms	As required	✓	✓	✓	✓	✓	✓
Use of Extendable Batons	As required	✓	✓	✓	✓	✓	✓
Task Specific Training*	As required	✓	✓	✓	✓	✓	✓
Industry Training**	As required	✓	✓	✓	✓	✓	✓
Occupational Health & Safety Training	Annually	✓	✓	✓	✓	✓	✓
Gippsland Community Leadership Program	Once			✓			

*Such as Conducting Investigations, Preparing Briefs of Evidence, Statement Taking, Acting on Non-Compliance, Dealing with Nuisance Dogs, 4x4 Operation & Recovery.

**Such as Managing Cats & Dogs in Shelters/Pounds, Dog Bite Prevention, Canine Anatomy.

2.3 Planned Training

Wellington Shire Council is committed to providing ongoing training and professional development opportunities for Local Laws staff. A staff development and training plan is developed annually, in consultation with individual staff and their supervisor.

2.4 Our Plan

OBJECTIVE 1

To maintain a trained, experienced and engaged workforce by developing and maintaining individual training, professional development and performance plans for all local laws staff

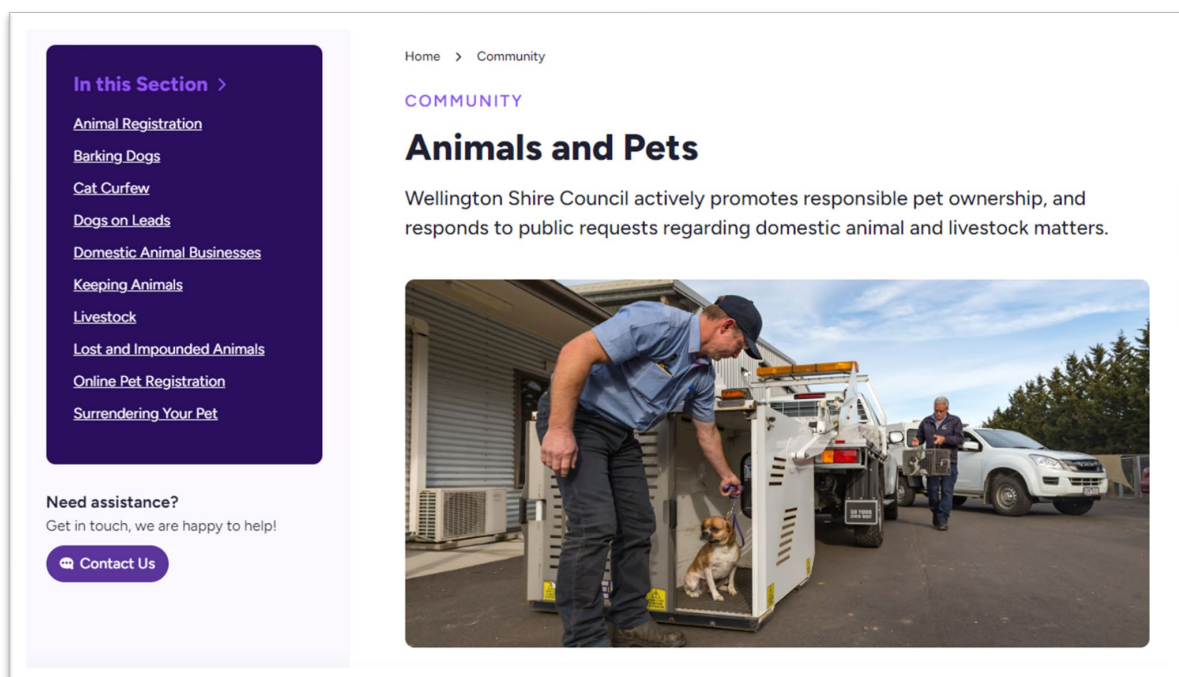
Activity	Frequency	Evaluation
1) Conduct individual performance and development plans, identifying any training or development requirements.	Annually, with six-monthly reviews	Completion of individual performance and development plans, recorded in Council's learning management system.
2) Investigate further communication, conflict resolution and professional development training opportunities.	As required	Increased training and professional development opportunities as recorded in Council's learning management system.
3) Hold regular local laws team meetings in order to encourage a consistent and professional approach to animal management matters.	Monthly	Minutes recorded.

3.0: PROGRAMS TO PROMOTE AND ENCOURAGE RESPONSIBLE PET OWNERSHIP AND COMPLIANCE WITH LEGISLATION

3.1 Current Situation

Wellington Shire, through its website, provides pet owners with information and resources designed to promote responsible pet ownership, such as:

- Online Animal Registration
- Dealing with Barking/Nuisance Dogs
- Cat Curfew
- Dogs on Leads
- Keeping Animals
- Lost and Impounded Pets
- Surrendering Your Pet
- Domestic Animal Businesses



Short videos, produced in collaboration with a local veterinarian provide cat owners with guidance on cat containment and wellbeing, and address frequently asked questions about the cat curfew.



Regular articles are published in the local print media and social media to remind pet owners of their responsibilities. Topics include:

- Registering pets
- Cleaning up after dogs
- Cat curfew reminders
- Advantages of microchipping and desexing
- Looking after pets in hot weather



Following extensive community consultation, a 24-hour cat curfew was introduced in January 2023, which requires all cat owners in Wellington Shire to confine their cats to their property.

In the twelve months since the cat curfew came into effect, **81** fewer domestic cats were collected while at large, compared to the twelve-month period directly prior to the curfew.



3.2 Our Orders, Local Laws, Council Policies & Procedures

Legislative	<i>Domestic Animals Act 1994</i> <i>Domestic Animals Regulations 2015</i> <i>Prevention of Cruelty to Animals Act 1986</i>
Council Orders	<i>24-hr Cat Curfew gazetted 19.1.2023</i> <i>Dogs to be Placed on Leads in Nominated Areas gazetted 11.10.2017</i>
Local Law	<i>Wellington Shire Council Community Local Law 2021, Part 6: Keeping of Animals:</i> 6.1 limits the number of animals on properties based on planning zones 6.2 Regulates the type, location and cleanliness of animal shelters 6.3 Requires dog walkers to carry dog litter bags & pick up after their dogs
Procedures	<i>Wellington Shire Council Offence Management Guidelines</i>
Plans	<i>Wellington Shire Council Plan 2025-29 Strategic Objective One: Healthy Connected Communities</i>

3.3 Our Plan

OBJECTIVE 2

Continue to promote and encourage responsible pet ownership and compliance with legislation

Activity	Frequency	Evaluation
1) Conduct regular reviews of Council's website to ensure all responsible pet ownership information is current and correct	Six-monthly or as required	All responsible pet ownership information on Council's website is current and correct
2) Continue to educate cat owners about the benefits of the 24-hour cat curfew	Quarterly or as required	Reduction in the number of impounded domestic cats
3) Continue to publish regular responsible pet ownership articles in print and social media	Quarterly or as required	At least one responsible pet ownership article released for print or social media quarterly

4.0: PROGRAMS TO ADDRESS OVERPOPULATION AND HIGH EUTHANASIA RATES

4.1 Current Situation

Wellington Shire Council has a contract with Victorian Animal Aid Trust (Animal Aid) for the provision of pound and animal shelter services on behalf of Council. The contract commenced on 1 August 2022 and is for a five-year period with provision for two, two-year extensions.

Animal Aid is a leader in providing care for lost, injured, abandoned or surrendered animals until they can be successfully rehomed, no matter how long it takes.

The current contract requires Animal Aid to comply with the *Code of Practice for the Management of Dogs and Cats in Shelters and Pounds*. Six monthly audits are conducted by Council staff to ensure compliance with the service specifications and to ensure all animals' health and welfare requirements are addressed.

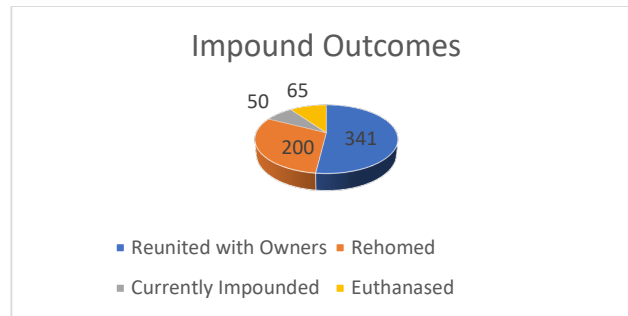
In June 2020, Wellington Shire entered into a section 84Y of the *Domestic Animals Act 1994* agreement with the Maffra Animal Clinic. The purpose of the agreement was to facilitate the rehoming of cats and kittens surrendered directly to the clinic.

Wellington Shire Council welcomes the direction set by the Animal Welfare Victoria *Victorian Cat Management Strategy 2025-2035*. While the Council is already implementing several key elements of the strategy, such as cat containment, promoting feline welfare, encouraging responsible ownership, and managing the impacts of feral cat populations, it recognises that effective cat management requires a collaborative approach. Council looks forward to working with other stakeholders across the sector to strengthen outcomes for cats and the broader community.

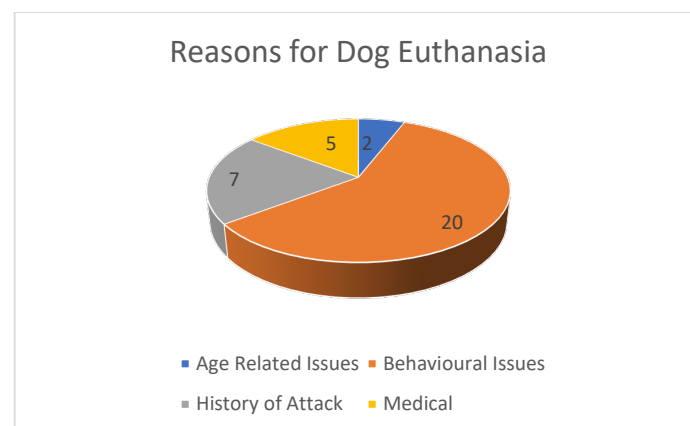
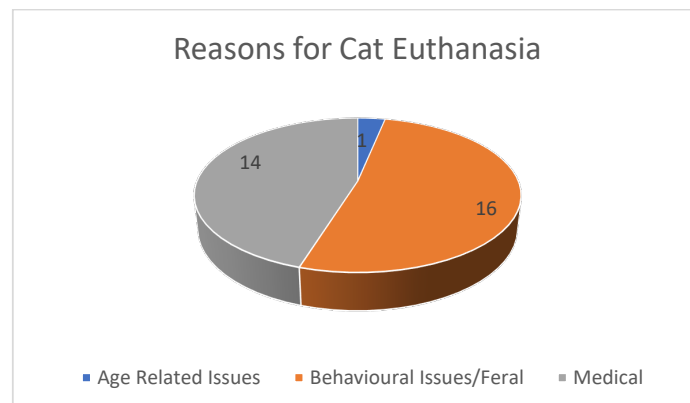


Through the outstanding work of Victorian Animal Aid Trust, unclaimed cats and dogs have an increased prospect of successful rehoming.

During the 2024-2025 financial year, **656** lost or surrendered animals were received at the Pound and Shelter. The chart below shows the outcomes of impounded animals.



Unfortunately, **65** animals were euthanised during the same period. The charts below outline the reasons for euthanasia:



4.2 Our Orders, Local Laws, Council Policies & Procedures

Legislative	<i>Domestic Animals Act 1994</i> <i>Code of Practice for the Management of Dogs and Cats in Shelters and Pounds</i>
Council Orders	<i>24-hr Cat Curfew gazetted 19.1.2023</i>
Local Law	<i>Wellington Shire Council Community Local Law 2021,</i> <i>Part 6: Keeping of Animals</i>
Procedures	<i>Wellington Shire Council Offence Management Guidelines</i> <i>Wellington Shire Feral Cat Trap Hire Process</i> <i>Wellington Shire Council Pet Surrender Process</i>
Strategies	<i>Wellington Shire Council Plan 2025-29 Strategic Objective One:</i> <i>Healthy Connected Communities</i>
Other	<i>Provision of Pound and Shelter Services contract between</i> <i>Wellington Shire Council and Victorian Animal Aid Trust.</i>

4.3 Our Plan

OBJECTIVE 3

Reduce overpopulation and euthanasia rates of unwanted cats and dogs by maintaining feral cat and pet rehoming programs

Activity	Frequency	Evaluation
1) Continue to actively promote the Animal Aid pet adoption program through Council's website and local media	Ongoing	Link to Animal Aid adoptions published on Council's website
2) Promote responsible pet ownership, particularly the importance of desexing and keeping pets contained to properties	Quarterly or as required	At least one responsible pet ownership article released via social or local media quarterly
3) Continue with the feral cat trapping program	As required	Adequate stock of traps and booking system maintained.
4) Identify opportunities for collaboration with stakeholders such as Government departments to improve cat management practices and outcomes.	As opportunities arise	Opportunities for collaboration explored. Maintain currency with developments in the Victorian Cat Management Strategy. Participate in any industry sessions or surveys

5.0: REGISTRATION AND IDENTIFICATION

5.1 Current Situation

Domestic animal registration is conducted in accordance with Part 2 of the *Domestic Animals Act 1994*.

Council data indicates the compliance rate for dog registration is 73% compared with the estimated population of 11,787, and a compliance rate for cat registration of 21% compared with an estimated population of 9,973.

Estimated Number of Dogs 11,787	Estimated Number of Cats 9,973
Number of Registered Dogs 7,426	Number of Registered Cats 1,850

While cat and dog registrations have increased over the past four years, the compliance rate has dropped from 93% for dog registrations and 30% for cat registrations⁵. An increase in pet ownership based on post pandemic surveys has decreased the compliance rate. Cat registrations is an area of concern.

Many households are experiencing an increase in living costs. Households with government payments as their main source of income saw the largest rise in living costs (3.2%) in the second quarter of 2025, particularly in the areas of rents, food and health costs.⁶

It is recognised that in some cases; pet owners need to make difficult choices when managing household budgets. Pet registration is one area that can fall by the wayside when owners are attempting to manage competing financial priorities.

Balancing the needs of pet owners, their pets and the legal requirement to register pets is challenging. Wherever possible, Council will work with pet owners to assist them meet their registration obligations.

⁵ Refer 1.4: Wellington Shire Demographic Snapshot

⁶ Australian Bureau of Statistics May 2025

5.2 Our Orders, Local Laws, Council Policies & Procedures

Legislative	<i>Domestic Animals Act 1994</i> <i>Domestic Animals Regulations 2015</i>
Local Law	<i>Wellington Shire Council Community Local Law 2021, Part 6: Keeping of Animals.</i>
Procedures	<i>Wellington Shire Council Offence Management Guidelines</i> Domestic Animal Registration/Renewal processes Impounding of Unregistered Cats & Dogs processes Release of Impounded Animals to Identified Owners process
Other	Service Delivery Contract between Wellington Shire Council and Victorian Animal Aid Trust (requirement that all animals are registered before release)

Council's current compliance activities include:

- Annual pet registration renewal process
- Follow-up with owners of unregistered pets after 10 April each year
- Door knocks in areas identified as having a low pet registration rate
- Foot patrols of popular dog walking areas, checking registration compliance
- Impounding unregistered cats and dogs found at large
- Notices to Comply for identified unregistered animals
- Infringement notices issued to owners of unregistered animals
- Prosecution in the Magistrates' Court of Victoria for unpaid infringements
- Registration of all animals before release from the pound
- Inspections of records of Domestic Animal Business to ensure compliance with registration requirements.

5.3 Our Plan

OBJECTIVE 4

To increase the number of pet registrations within Wellington Shire Council each year for the duration of this Plan, with a continued emphasis on increasing compliance amongst cat owners.

Activity	Frequency	Evaluation
1) Continue to promote responsible pet ownership, including registration through Council's website, social and local media	Quarterly	At least one responsible pet ownership article released quarterly
2) Conduct annual pet registration renewal process	April each year	Annual pet registration renewal process completed
3) Follow up on lapsed registrations	As required, from mid-April each year	Follow ups completed and recorded
4) Conduct targeted door knocks in areas identified with high levels of non-compliance	As required, from mid-April each year	Door knocks and letter drops completed and recorded.
5) Follow up on change of pet ownership notifications	As required	Follow ups completed and recorded
6) Adopt a consistent enforcement approach aimed at encouraging owners to register their pets	As required	Number of Notices to Comply, infringements and prosecutions for unregistered animals
7) Ensure no unregistered animal is released from the pound	Ongoing	All animals are registered before being reunited with their owners, or rehomed

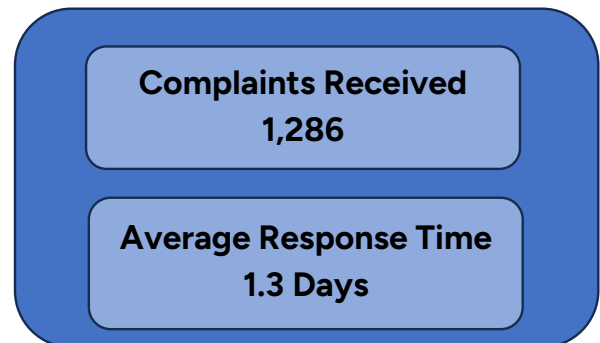
6.0: NUISANCE PETS

6.1 Current Situation

During the 2024-2025 financial year, Local Laws staff have responded to **1,286** domestic animal related complaints, with an average initial response time of **1.3** days.

Complaints can be broadly categorised as follows:

- Wandering/stray cats/dogs
- Barking dogs
- Unregistered cats/dogs
- Excess animals on residential premises
- Abandoned pets
- Aggressive dogs
- Dog excrement



Since the 24-hr cat curfew was introduced to Wellington Shire in July 2023, Council has experienced a 20% reduction in the number of domesticated cats impounded. Complaints relating to wandering/nuisance cats also reduced. Over the first 12 months of the curfew, **81** fewer domestic cats were collected, compared with the 12 months directly preceding the cat curfew. This declining trend continues.



Wellington Shire Council recognises that dogs that bark excessively can become a source of friction between neighbours and others enjoying the local environment.

Council has a dedicated page on its website providing information on:

- Why dogs bark
- Neighbourhood communication
- Lodging a complaint with Council
- Council action
- Tips for dog owners to reduce barking.

During the 2024-2025 financial year, approximately 85% of barking dog complaints were resolved after Council's first contact with the dog owner. Further enforcement options, including notices to abate the nuisance, infringements and prosecutions in the Magistrate's court are available if required.



6.2 Our Orders, Local Laws, Council Policies & Procedures

Legislative	<i>Domestic Animals Act 1994</i>
Council Orders	<i>24-hr Cat Curfew gazetted 19.1.2023</i> <i>Dogs to be Placed on Leads in Nominated Areas gazetted 11.10.2017</i>
Local Law	<i>Wellington Shire Council Community Local Law 2021, Part 6:</i> Keeping of Animals 6.3: Requirement to carry animal litter device 6.4: Animal nuisance (excessive noise/smells)
Procedures	<i>Wellington Shire Council Offence Management Guidelines</i> Nuisance (Barking) Dog Process Feral Cat Trap Hire Process After-Hours Response to Animal Complaints Process

	Impounding of Stray Cats and Dogs Process
Strategies	Wellington Shire Council Plan 2025-29 Strategic Objective One: Healthy Connected Communities
Other	Provision of Pound and Shelter Services contract between Wellington Shire Council and Victorian Animal Aid Trust.

Council's current compliance activities include:

- Ensuring all nuisance complaints are acknowledged, recorded and actioned
- Feral/trespassing cat trapping program available to all residents
- Wandering cats and dogs collected. Appropriate action taken
- Verbal warnings, notices to comply and if necessary, infringements issued to owners of wandering pets
- Unannounced inspections and/or stand-off monitoring of properties identified as having ongoing nuisance complaints
- Prosecution through the Magistrates' Court and the seeking of Court abatement or removal orders for nuisance dogs.

To support engagement and education among pet owners, Council has implemented a three staged approach to managing wandering or at-large cats and dogs.

1. If the animal is registered and has no prior history of being at large, where possible the animal will be returned to the owner.
2. If the animal is registered and there has been one previous incident of being at large, where possible the animal will be returned to the owner, and a verbal or written warning will be issued.
3. If the animal is registered and there is a history of the animal being at large on more than two previous occasions, the animal will be impounded, and an infringement notice will be issued to the owner.

Unregistered animals found at large are impounded, requiring the owner to register the animal and pay the appropriate release fee before release.

6.3 Our Plan

OBJECTIVE 5

Continue to encourage responsible pet ownership throughout Wellington Shire by responding to, investigating and acting on animal nuisance reports in a timely and effective manner.

Activity	Frequency	Evaluation
1) Actively enforce Council's cat curfew.	As required	Number of compliance actions taken
2) Continue to work closely with owners of nuisance/barking dogs to ensure a lasting solution	As required	Reviewed on a case-by-case basis
3) Continue to promote responsible pet ownership through Council's website, social and local media	Quarterly	At least one responsible pet ownership article released quarterly
4) Ensure dog bag dispensers are regularly stocked and maintained	As required	Regular inspections to ensure dispensers are serviceable and stocked
5) Ensure responsible pet ownership brochures are readily available and issued when required	Annually	Sufficient stock is ordered and available
6) Regularly review the information on Council's website regarding nuisance animals and the cat curfew to ensure currency	Six-monthly	Council's website contents reviewed to ensure it is up to date

7.0: DOG ATTACKS

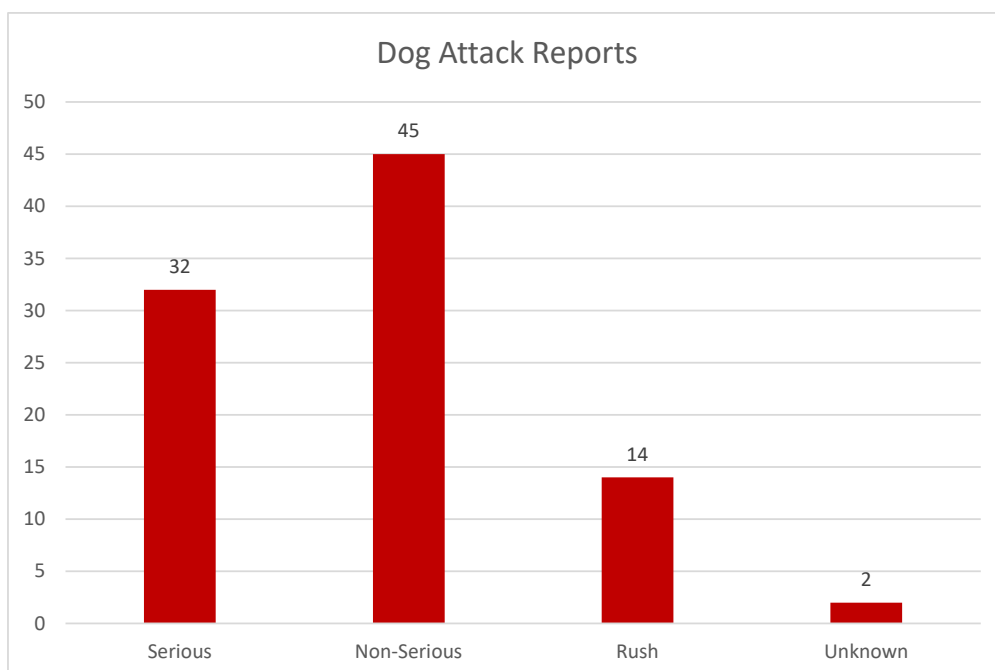
7.1 Current Situation

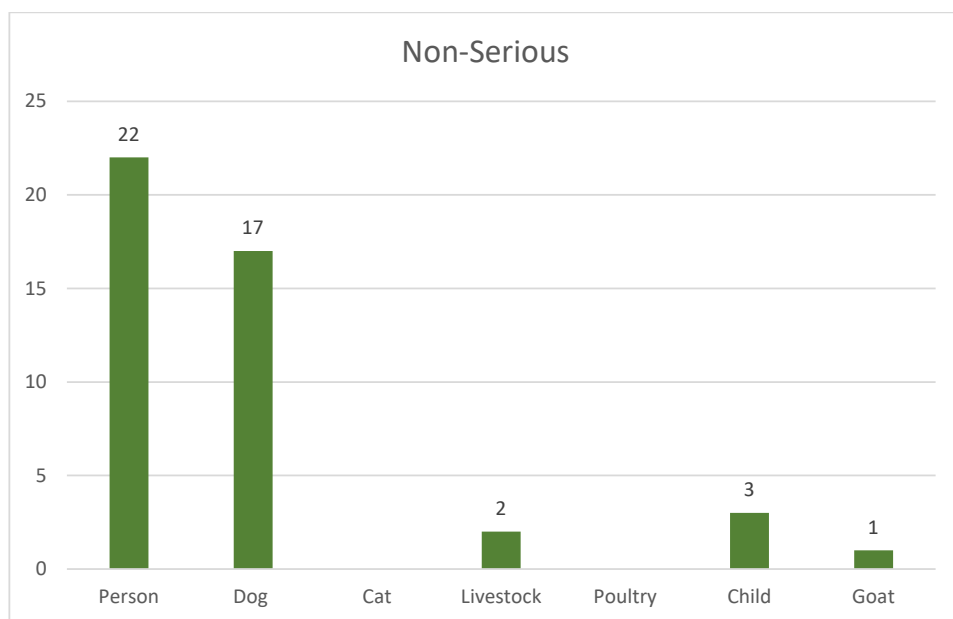
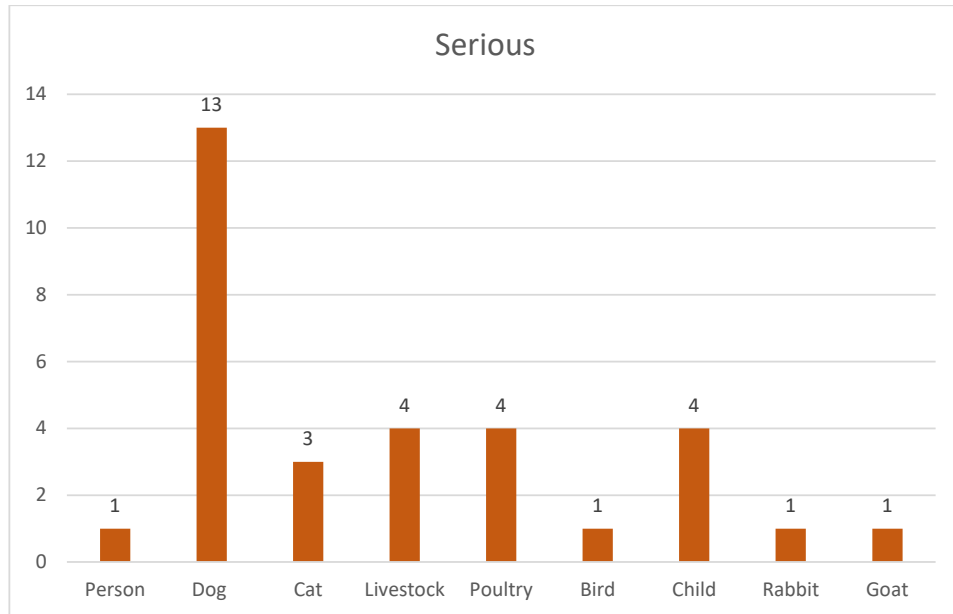
For the period 17 April 2024 – 16 April 2025, **93** dog attack reports were received and investigated by council.

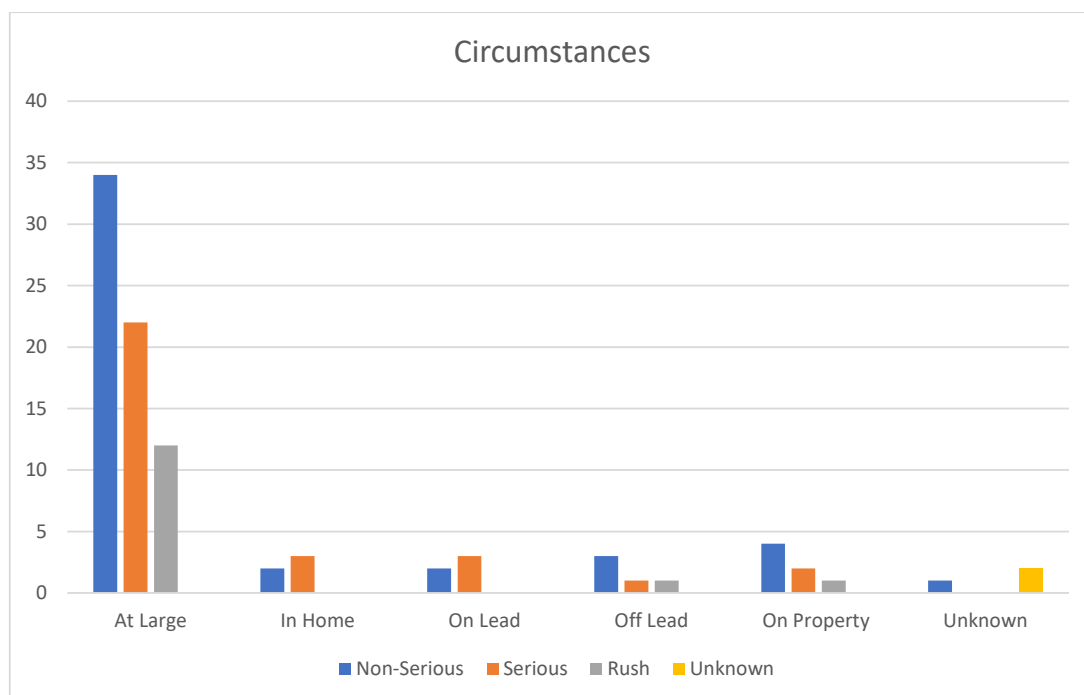
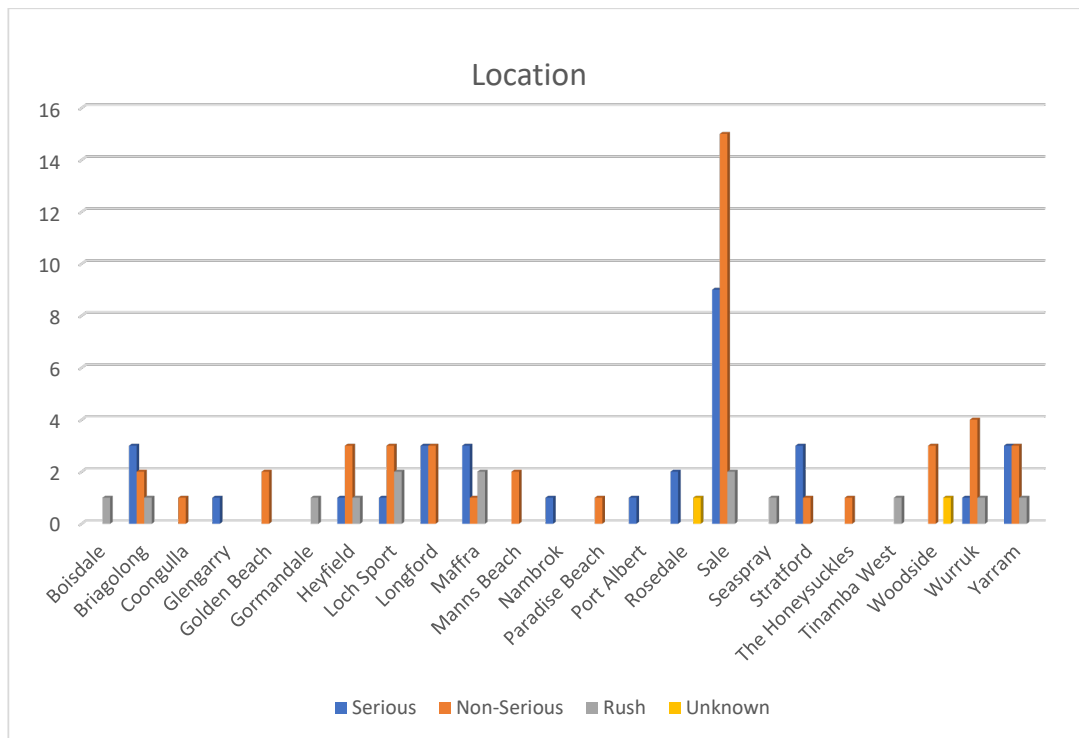
Serious dog attacks on people remained relatively static over the past four years, however the number of incidents involving children in the home (**4**) is a concern.

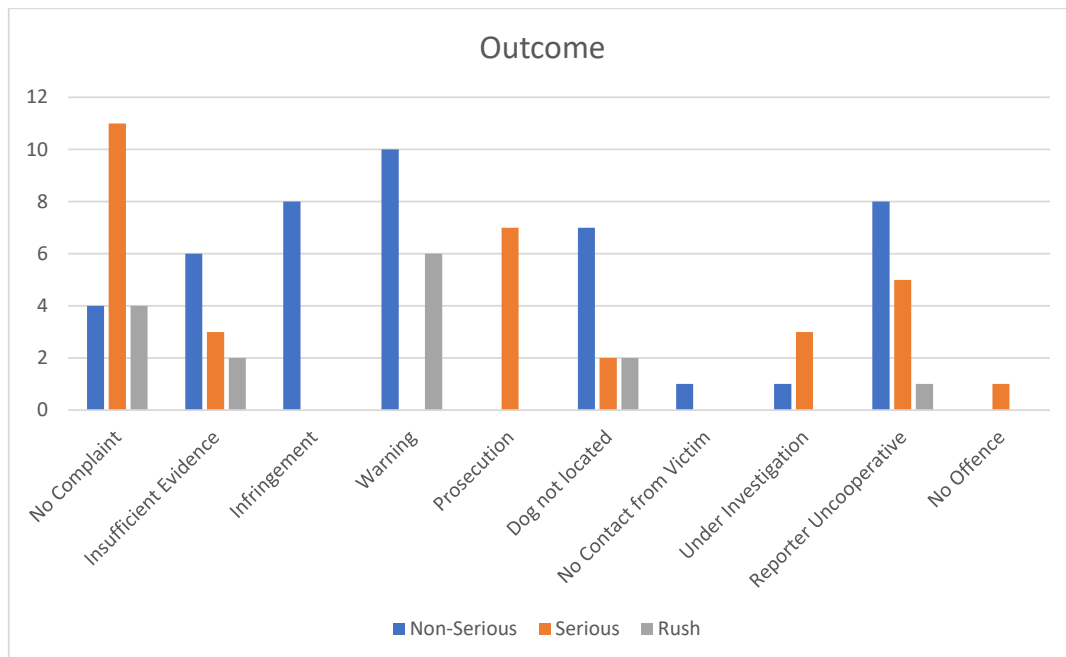
The reports have been analysed to provide Council with a better understanding on the types, circumstances, locations and outcomes of the attacks reported.

- **68 (73%)** of all attacks occurred while the attacking dog was at large.
- **12 (13%)** occurred while the attacking dog was in the home or on the property.
- **26 (28%)** of reported dog attacks occurred in Sale, which has the highest population in the Shire.
- **16** warnings and **8** infringements were issued to dog owners for non-serious attacks and rushes.
- **7** serious dog attack matters were successfully prosecuted in the Magistrates' Court of Victoria.
- **3** serious dog attack matters are currently before the Court.
- **16** dogs alleged to have been involved in attacks were seized by Council pending an outcome of investigations and/or prosecutions.









7.2 Our Orders, Local Laws, Council Policies & Procedures

Legislative	<i>Domestic Animals Act 1994</i>
Council Orders	<i>Dogs to be Placed on Leads in Nominated Areas gazetted 11.10.2017</i>
Local Law	<i>Wellington Shire Council Community Local Law 2021, Part 6: Keeping of Animals</i>
Procedures	<i>Wellington Shire Council Offence Management Guidelines: After-Hours Response to Animal Complaints Process Dangerous/Menacing Dog Declaration Process Search Warrant and Seizure Processes Dog Surrender due to Aggressive Behaviour process</i>
Strategies	<i>Wellington Shire Council Plan 2025-29 Strategic Objective One: Healthy Connected Communities</i>
Other	<i>Provision of Pound and Shelter Services contract between Wellington Shire Council and Victorian Animal Aid Trust (requirement to care for seized dogs)</i>

Council's current compliance activities include:

- Provision of 7-day, 24-hour response to dog attack reports
- All reported dog attacks thoroughly investigated
- Temperament testing of all impounded dogs prior to rehoming
- Regular patrols of areas identified as having a high incidence of wandering dogs.

7.3 Our Plan

OBJECTIVE 6

Reduce the number of serious and non-serious dog attacks by encouraging responsible pet ownership, maintaining a rapid and thorough response to dog attack reports and vigorously pursue legislative recourses such as infringements and prosecutions for dogs at large and dog attacks.

Activity	Frequency	Evaluation
1) Thoroughly investigate all dog attack reports	As required	All investigation outcomes are recorded on Council's information management system
2) Increase patrols of areas identified as having a high incidence of wandering dogs, particularly in Sale	Ongoing	A reduced number of wandering dog reports received by Council
3) Continue to promote responsible pet ownership through Council's website, social and local media	Quarterly	At least one responsible pet ownership article released quarterly
4) Implement an awareness program of child safety around dogs in the home	Year two of the Plan	Child safety around dog's program developed and released to the public
5) Utilise the Victorian Declared Dog Registry to identify high-risk dogs	Ongoing	Victorian Declared Dog Registry regularly audited and updated as required
6) Continue to work closely with Victoria Police and RSPCA to identify and respond to reports of neglected/aggressive dogs.	Ongoing	Combined operations conducted and recorded
7) Review the current approach to designated on-lead areas to determine whether adjustments are warranted.	Year four of the Plan	Review of designated on-lead areas completed

8.0: DANGEROUS, MENACING AND RESTRICTED BREED DOGS

8.1 Current Situation

Wellington Shire Council actively identifies and manages declared dogs in accordance with Part 3A of the *Domestic Animals Act 1994*.

Annual unannounced inspections are conducted by authorised officers at properties identified as housing declared dangerous, menacing or restricted breed dogs. Any non-compliance is dealt with swiftly. If necessary, the dogs are seized, and appropriate legal action is taken.

Council regularly consults the Victorian Declared Dog Register (VDDR) to ensure declared dog data is captured accurately.

There are currently 10 declared dogs who are recorded as residing within Wellington Shire:

Declared Dangerous	3
Declared Menacing	7

8.2 Our Orders, Local Laws, Council Policies & Procedures

Legislative	<i>Domestic Animals Act 1994, Part 3A</i> <i>Domestic Animals Regulations 2015, Part 2</i>
Local Law	<i>Wellington Shire Council Community Local Law 2021, Part 6:</i> Keeping of Animals
Procedures	<i>Wellington Shire Council Offence Management Guidelines</i> After-Hours Response to Animal Complaints Process Dangerous/Menacing Dog Declaration Process Search Warrant and Seizure Processes Dog Surrender due to Aggressive Behaviour process
Strategies	<i>Wellington Shire Council Plan 2025-29 Strategic Objective One:</i> Healthy Connected Communities
Other	Provision of Pound and Shelter Services contract between Wellington Shire Council and Victorian Animal Aid Trust (requirement to care for seized dogs) Victorian Declared Dog Register (VDDR) Council's Animal Registration Database (highlights declared dogs)

Council's current compliance activities include:

- Unannounced inspections of properties known to house declared dogs.
- All declared dog owners provided with information on their legislative responsibilities.
- All dog attack investigations reviewed to determine whether a declaration is required.
- Victorian Declared Dog Registry reviewed to ensure currency/accuracy.

8.3 Our Plan

OBJECTIVE 7

Maintain continued compliance with legislation relating to declared and restricted breed dogs.

Activity	Frequency	Evaluation
1) Ensure adequate staff are trained in Canine Anatomy and Identification, so as to confidently identify restricted breed dogs	Ongoing	Training records updated to reflect Canine Anatomy and Identification attendance
2) Review all dog attack investigations to determine if a declaration is appropriate	Ongoing	Investigations and reviews conducted and stored on Council's record management system
3) Conduct unannounced inspections of all properties identified as housing declared dogs	At Least Annually	Results of inspections recorded on Council's record management system
4) Regularly review the Victorian Declared Dog Registry to ensure currency and accuracy	At Least 6-monthly	VDDR reviewed and updated as necessary.



9.0: DOMESTIC ANIMAL BUSINESSES

9.1 Current Situation

There are currently 20 Domestic Animal Businesses (DABs) registered with Wellington Shire Council (see table below).

All registered DABs are inspected at least annually to ensure compliance with the relevant Code of Practice. Continued registration is conditional on compliance with the relevant Code. Where breaches of the Code have been identified, they are dealt with by way of notices to comply, work schedules, infringements and, in serious cases, prosecution.

During the 2024-2025 financial year, two large scale unregistered dog breeding facilities have been identified. The matters are currently before the Court.

Animal Shelter	1
Pound and Shelter	1
Pet Shop	2
Boarding Establishment	6
Training Establishment	5
Breeding and Rearing Establishment	5

Part Four of the *Domestic Animals Act 1994* requires any breeding domestic animal business with over ten relevant fertile female dogs to seek approval from the Minister for Agriculture in addition to being registered as a DAB with Council. They are known as Commercial Breeders. There are currently five Commercial Breeding establishments registered with Wellington Shire Council. Since 2020, seven breeding domestic animal businesses with less than ten relevant fertile female dogs have opted not to renew their registration with Wellington Shire and become a member of an applicable organisation which allows them to continue operating as a recreational breeder.



9.2 Our Orders, Local Laws, Council Policies & Procedures

Legislative	<i>Domestic Animals Act 1994, Part 4</i> <i>Prevention of Cruelty to Animals Act 1986</i> <i>Planning and Environment Act 1987</i> <i>Code of Practice for the Management of Cats and Dogs in Shelters & Pounds</i> <i>Code of Practice for the Operation of Boarding Establishments</i> <i>Code of Practice for the Operation of Pet Shops</i> <i>Code of Practice for the Operation of Breeding and Rearing Establishments</i>
Local Law	<i>Wellington Shire Council Community Local Law 2021, Part 6:</i> <i>Keeping of Animals</i>
Procedures	<i>Wellington Shire Council Offence Management Guidelines</i> <i>Annual DAB Inspection program</i>

Council's current compliance activities include:

- Annual audits of all registered DABs
- Unannounced inspections of DABs where potential breaches of the relevant Code of Practice have been identified
- Investigating reports of unregistered DABs and where appropriate prosecutions in the Magistrates' Court of Victoria
- Combined operations with the RSPCA where illegal breeding activities are reported/suspected.
- Regular monitoring of Internet sites that advertise pets, such as Facebook Marketplace and Dogzonline to identify any unregistered breeding facilities that may be operating in the Shire
- Provision of information regarding commercial breeder applications to Animal Welfare Victoria

9.3 Our Plan

OBJECTIVE 8

Ensure all Domestic Animal Businesses within Wellington Shire are Identified and regulated in accordance with the Domestic Animals Act 1994 and relevant Codes of Practice.

Activity	Frequency	Evaluation
1) Investigate all reports of unregistered DABs	As required	All investigations recorded on Council's record management system
2) Maintain an accurate register of all DABs within the Shire	Ongoing	DAB Register periodically audited to ensure accuracy
3) Promptly respond to all DAB information requests from Agriculture Victoria	As required	All responses completed within 5 working days and recorded on Council's record management system
4) Maintain an inspection schedule to ensure all DABs are inspected and audited at least annually	At Least Annually	All DABs inspected/audited, and the audit results recorded in Council's record management system
5) Conduct unannounced inspections of DABs in response to reports/concerns from members of the public	As required	All complaints and responses recorded on Council's record management system

10.0: ANIMALS IN EMERGENCIES

10.1 Current Situation

Wellington Shire has historically been subjected to major floods and fires, which have had a devastating impact on the environment, property, the wellbeing of residents and their animals.

Family pets can be a deciding factor for people when making decisions about their personal safety, such as evacuating a threatened property or seeking emergency shelter.

Animal owners have the ultimate responsibility to plan and provide for the needs of their pets in emergencies. Several organisations share animal welfare responsibility and together have an enormous capacity and willingness to assist pet owners during emergencies.

Wellington Shire Council is responsible for the coordination, provision and operation of emergency relief centres. By doing so, it is also responsible for the coordination and provision of safe refuges for affected pets and the management of animal welfare at its relief centres.

Family and gender-based violence is a significant issue in Wellington, affecting one in five women and contributing to preventable death, illness, homelessness, and poor mental health.

Those fleeing situations of family violence are often burdened with a great number of considerations.

Wellington Shire Council recognises that pets are a part of the lives of many families and may be a deciding factor when considering whether to leave an abusive environment. To assist those fleeing family violence situations, no cost pet respite care is offered, where pets are taken into the care of our animal shelter until a safe alternative is attained. These placements are handled with confidentiality and discretion to support the safety and privacy of those involved.

10.2 Our Orders, Local Laws, Council Policies & Procedures

Legislative	<i>Domestic Animals Act 1994.</i> <i>Prevention of Cruelty to Animals Act 1986</i> <i>Emergency Management Act 1986</i>
Procedures	Wellington Shire Council Municipal Emergency Management Plan Wellington Shire Council Emergency Animal Welfare Plan
Other	Emergency Management Manual Victoria Victorian Emergency Animal Welfare Plan Guidelines for Managing Animals at Emergency Relief Centres

Council's current activities include:

- Emergency information available on Council's website
- Annual Emergency Management refresher training conducted
- Annual inspections of safe refuge sites
- Regular stocktakes of emergency equipment
- Regular reviews of the Wellington Shire Council Emergency Animal Welfare Plan to ensure currency.

10.3 Our Plan

OBJECTIVE 9

Remain in a constant state of readiness to respond rapidly and appropriately to any emergency impacting people, their pets and animals.



Activity	Frequency	Evaluation
1) Ensure sufficient emergency response equipment is available for rapid deployment	Six-monthly	Stocktake conducted and recorded
2) Ensure local laws participation in annual emergency management refresher training	Annually	Training conducted and recorded on Council's training and development system
3) Conduct annual inspections of safe refuges to ensure they remain suitable as temporary accommodation for animals	Annually	Safe refuges inspected and the results recorded
4) Conduct regular reviews of the Wellington Shire Council Emergency Animal Welfare Plan to ensure currency	As required	Wellington Shire Council Emergency Animal Welfare Plan is current and correct
5) Ensure an ongoing capacity at the animal shelter to cater for pets requiring respite care	Ongoing	Number of pets received at the shelter annually requiring respite care

11.0: REVIEW OF DOMESTIC ANIMAL MANAGEMENT PLAN

11.1 Current Situation

Section 68A (1) of the *Domestic Animals Act 1994* requires every Council to prepare a Domestic Animal Management Plan every four years.

Section 68A (3) of the *Domestic Animals Act 1994* requires every Council to:

- a) Review its Domestic Animal Management Plan annually, and if appropriate amend the Plan;
- b) Provide the Secretary with a copy of the Plan and any amendments to the Plan;
- c) Publish an evaluation of the Plan in its annual report.

11.2 Our Orders, Local Laws, Council Policies & Procedures

Legislative	<i>Domestic Animals Act 1994</i> Section 68A
Other	Wellington Shire Council Annual Report

11.3 Our Plan

OBJECTIVE 10

Maintain compliance with section 68A of the *Domestic Animals Act 1994* by preparing a Domestic Animal Management Plan every four years and conducting annual reviews of the Plan.

Activity	Frequency	Evaluation
1) Prepare a Domestic Animal Management Plan every four years	Four-Yearly	Compliance with section 68A (1) of the <i>Domestic Animals Act 1994</i> . Plan submitted to the Secretary Animal Welfare Victoria.
2) Conduct annual reviews of the Domestic Animal Management Plan	Annually	Compliance with section 68A (3) of the <i>Domestic Animals Act 1994</i> . Review submitted to the Secretary Animal Welfare Victoria.
3) Publish an evaluation of the implementation of the DAM Plan in Council's Annual Report	Annually	Compliance with section 68A (3) of the <i>Domestic Animals Act 1994</i> . Evaluation published in annual report



Sale Service Centre

18 Desailly Street, Sale Victoria 3850
Telephone 1300 366 244

Yarram Service Centre

156 Grant Street, Yarram Victoria 3971
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enquiries@wellington.vic.gov.au

16. GENERAL MANAGER DEVELOPMENT

16.1. MONTHLY PLANNING DECISIONS - SEPTEMBER 2025

ACTION OFFICER: MANAGER PLANNING AND BUILDING

PURPOSE

To provide a report to Council on recent planning permit trends and planning decisions made under delegation by Statutory Planners during the month of September 2025.

RECOMMENDATION

That Council note the report on recent Planning Permit trends and Planning Application determinations between 1 September and 30 September 2025.

BACKGROUND

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

A copy of planning permit decisions made between 1 September and 30 September 2025 is included in Attachment 16.1.1 - Planning Decisions Report - September 2025.

An overview of recent planning permit trends including decisions made, efficiency of decision making and the estimated value of approved development (derived from monthly planning permit activity reporting data) is included in Attachment 16.1.2 - Planning Trends Report – September 2025.

A noticeable spike (anomaly) in the estimated value of works graph is the result of works associated with a Ministerial Planning Permit relating to the Fulham Solar Farm.

ATTACHMENTS

1. Planning Decisions Report - September 2025 [**16.1.1** - 5 pages]
2. Planning Trends Report - September 2025 [**16.1.2** - 3 pages]

OPTIONS

Council has the following options available:

1. Receive 1 September to 30 September 2025 planning decisions report; or
2. Not receive 1 September to 30 September 2025 planning decisions report and seek further information for consideration at a future Council meeting.

PROPOSAL

That Council note the report of recent planning permit trends and planning application determinations between 1 September and 30 September 2025.

CONFLICT OF INTEREST

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

COUNCIL PLAN 2025-29

This report supports the achievement of the following Council Plan 2025-29 Strategic Objective/s:

Strategic Objective Two: Dynamic and Diverse Economy – *An economy that enables sustainable growth, and enhances the social environment, lifestyle and unique characteristics of our communities* – states the following strategy:

- *Supporting job growth and diversification of our economy.*
- *Planning to support future growth and changing needs of our community.*
- *Guiding responsible, sustainable development that protects, values and celebrates our unique heritage.*

FINANCIAL IMPACT

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

COMMUNICATION IMPACT

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

LEGISLATIVE IMPACT

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

COUNCIL POLICY IMPACT

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

RESOURCES AND STAFF IMPACT

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

COMMUNITY IMPACT

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

ENVIRONMENTAL IMPACT

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

ENGAGEMENT IMPACT

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

RISK MANAGEMENT IMPACT

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

**PLANNING APPLICATION DETERMINATIONS
BETWEEN 1/09/2025 AND 30/09/2025**

Application No/Year	Date Received	Property Title & Address	Proposal	Status
350-2.00/2022	29/08/2025	Assessment No. 384750 LOT: 24 PS: 316758B 16 SCOTTS LANE MAFFRA	Buildings & works associated with the construction of a 2nd dwelling.	Permit Issued by Delegate of Resp/Auth 4/09/2025
576-2.00/2022	14/08/2025	Assessment No. 217786 PC: 380828H 21 ASTRO AVE GOLDEN BEACH	Buildings and works associated with the construction of a dwelling.	Permit Issued by Delegate of Resp/Auth 30/09/2025
69-2.00/2023	3/09/2025	Assessment No. 464529 LOT: A PS: 903409F 13 COBAINS RD SALE	Buildings & works associated with construction of a building.	Permit Issued by Delegate of Resp/Auth 23/09/2025
49-1.00/2024	22/02/2024	Assessment No. 332049 CA: 4 SEC: 10 14 CHURCH ST BRIAGOLONG	2 lot subdivision of the land.	Permit Issued by Delegate of Resp/Auth 5/09/2025
123-3.00/2024	27/05/2025	Assessment No. 357731 CA: A1 SEC: A BEN CRUACHAN RD MONOMAK	Use of the land for a motorcycle racing event.	Withdrawn 12/09/2025
272-1.00/2024	28/08/2024	Assessment No. 328872 LOT: 4 PS: 129249 121 PRITCHETTS RD SEATON	2 lot subdivision of the land.	Permit Issued by Delegate of Resp/Auth 25/09/2025
336-1.00/2024	16/10/2024	Assessment No. 223735 LOT: 1 PS: 406459L 1-3 BASIN BVD LOCH SPORT	Installation of an internally illuminated promotion sign.	NOD issued by Delegate of Respon/Auth 22/09/2025
384-2.00/2024	3/09/2025	Assessment No. 380311 LOT: 1 PS: 540023A 369 MAFFRA-SALE RD MAFFRA	B&Ws associated with construction of extension to existing dwelling.	No Permit Required 16/09/2025
70-2.00/2025	30/07/2025	Assessment No. 449199 PC: 377396E 37-49 LIVINGSTON RD YARRAM	B&Ws associated with constructing industrial shed/extension to shed.	Permit Issued by Delegate of Resp/Auth 9/09/2025
77-1.00/2025	17/03/2025	Assessment No. 358572 LOT: 41 PS: 5046 286 COLEMANS RD RIVERSLEA	2 Lot Re-Subdivision of the land.	Permit Issued by Delegate of Resp/Auth 11/09/2025
104-1.00/2025	3/04/2025	Assessment No. 191734 LOT: 1 PS: 605965K 37 GEORGE ST ROSEDALE	3 Lot Subdivision of the land.	Permit Issued by Delegate of Resp/Auth 2/09/2025

Application No/Year	Date Received	Property Title & Address	Proposal	Status
120-2.00/2025	14/08/2025	Assessment No. 16063 LOT: 2 LP: 131035 12A TROOD ST SALE	Buildings and works associated with the construction of two dwellings.	Permit Issued by Delegate of Resp/Auth 5/09/2025
147-1.00/2025	20/05/2025	Assessment No. 184358 LOT: 261 LP: 82059 35 MACASSAR CRES THE HONEYSUCKLES	B&Ws associated with construction of extension to existing dwelling.	Withdrawn 10/09/2025
149-1.00/2025	22/05/2025	Assessment No. 92502 LOT: 2 PS: 300862V 24 BOYCE LANE BRIAGOLONG	B&Ws associated with the construction of a second dwelling.	Permit Issued by Delegate of Resp/Auth 10/09/2025
164-1.00/2025	4/06/2025	Assessment No. 446179 LOT: 3 PS: 546216F 2,193 TRARALGON-MAFFRA TOONGABBIE	2 Lot subdivision of the land.	Permit Issued by Delegate of Resp/Auth 5/09/2025
175-2.00/2025	26/08/2025	Assessment No. 430769 LOT: 1333 LP: 58872 19 BREAM RD LOCH SPORT	Buildings & works/ construction of a dwelling and outbuilding.	Permit Issued by Delegate of Resp/Auth 17/09/2025
185-1.00/2025	25/06/2025	Assessment No. 206912 LOT: 1 LP: 93167 549 SEASPRAY RD LONGFORD	Buildings & works / construction of a replacement dwelling.	Permit Issued by Delegate of Resp/Auth 15/09/2025
191-1.00/2025	26/06/2025	Assessment No. 94706 LOT: 4 TP: 862127C LLOWALONG RD LLOWALONG	Removal of native vegetation.	Permit Issued by Delegate of Resp/Auth 22/09/2025
194-1.00/2025	30/06/2025	Assessment No. 463703 LOT: 5 PS: 833194N VICTORIA ST BRIAGOLONG	Use and Development of the land for agriculture.	Permit Issued by Delegate of Resp/Auth 19/09/2025
195-1.00/2025	30/06/2025	Assessment No. 301796 LOT: 1 TP: 383833W 28 BOISDALE ST MAFFRA	2 Lot Subdivision of the Land.	Permit Issued by Delegate of Resp/Auth 8/09/2025
201-1.00/2025	2/07/2025	Assessment No. 398180 CA: 30D SEC: 6 RAUTMANS RD NEWRY	Buildings & works / construction of replacement dwelling.	Permit Issued by Delegate of Resp/Auth 8/09/2025
208-1.00/2025	7/07/2025	Assessment No. 239558 LOT: 381 LP: 50201 1 REEVES ST LOCH SPORT	Buildings and works associated with the construction of a dwelling.	NOD issued by Delegate of Respon/Auth 3/09/2025
214-1.00/2025	10/07/2025	Assessment No. 116434 PC: 352586P 328 SHORELINE DR GOLDEN BEACH	Buildings & works associated with the construction of 2 outbuildings.	Permit Issued by Delegate of Resp/Auth 12/09/2025

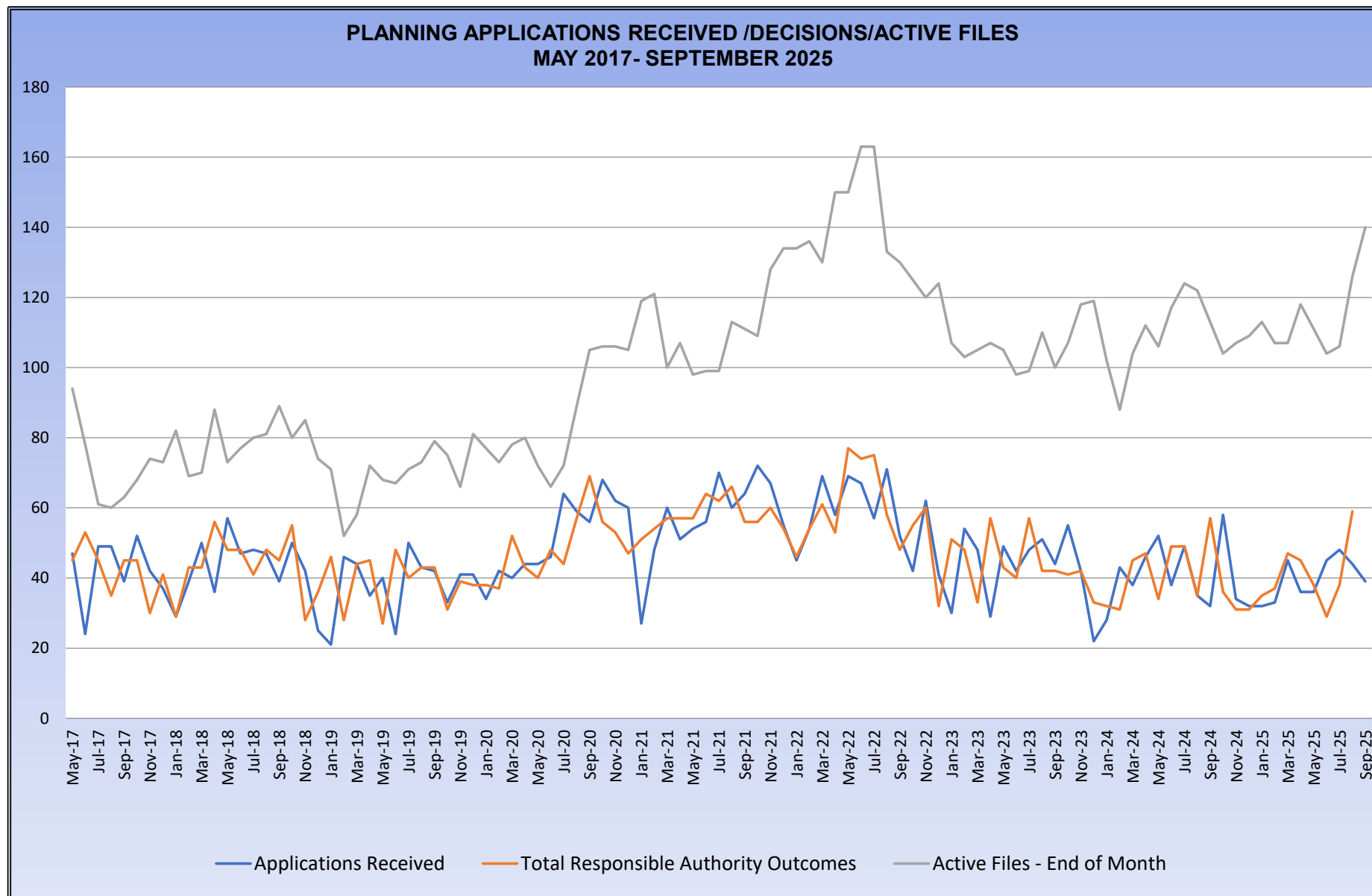
Application No/Year	Date Received	Property Title & Address	Proposal	Status
215-1.00/2025	11/07/2025	Assessment No. 342881 LOT: 1 PS: 500995K 104 BACK BOISDALE RD BOISDALE	Use of the land for a domestic animal husbandry business (cattery)	Permit Issued by Delegate of Resp/Auth 19/09/2025
218-1.00/2025	15/07/2025	Assessment No. 286419 LOT: 1 PS: 848590V 50 WIGGINS RD BINGINWARRI	Buildings and works associated with the construction of a dwelling.	Permit Issued by Delegate of Resp/Auth 23/09/2025
219-1.00/2025	16/07/2025	Assessment No. 202200 LOT: 16 LP: 138727 12 KYLE ST ROSEDALE	2 Lot Subdivision of the Land.	Permit Issued by Delegate of Resp/Auth 5/09/2025
220-1.00/2025	16/07/2025	Assessment No. 349118 CA: 122C 42 THISTLETHWAITES RD BRIAGOLONG	Buildings and works associated with the construction of an outbuilding	Permit Issued by Delegate of Resp/Auth 15/09/2025
221-1.00/2025	16/07/2025	Assessment No. 354183 LOT: 1 PS: 446349S 256 BOISDALE ST MAFFRA	4 Lot Subdivision of the land	Permit Issued by Delegate of Resp/Auth 9/09/2025
226-1.00/2025	21/07/2025	Assessment No. 281261 LOT: 31 PS: 44853 4 O'BRIEN CRES MCLOUGHLINS BEACH	Buildings & works / extension to an existing dwelling.	Permit Issued by Delegate of Resp/Auth 15/09/2025
235-1.00/2025	30/07/2025	Assessment No. 346429 CA: 14A SEC: 5 243 LOTTONS RD BRIAGOLONG	B&Ws associated with the construction of a replacement dwelling.	Permit Issued by Delegate of Resp/Auth 16/09/2025
239-1.00/2025	31/07/2025	Assessment No. 73387 LOT: 1 PS: 148746J 28 REDBANK RD STRATFORD	B&Ws assoc w construct/subdivision-17 lots/dwellings&remove native veg	Permit Issued by Delegate of Resp/Auth 2/09/2025
244-1.00/2025	7/08/2025	Assessment No. 198523 LOT: 2 LP: 202744 1,615 CALLIGNEE SOUTH RD CALLIGNEE SOUTH	Buildings and works associated with the construction of a dwelling.	Permit Issued by Delegate of Resp/Auth 19/09/2025
245-1.00/2025	7/08/2025	Assessment No. 464735 LOT: 12 PS: 849098U 34 MILL LANE ROSEDALE	Buildings and works associated with the construction of a dwelling.	Permit Issued by Delegate of Resp/Auth 11/09/2025
246-1.00/2025	8/08/2025	Assessment No. 191163 LOT: 1 PS: 95967 29-31 LYONS ST ROSEDALE	Buildings & works associated with extension to an existing building.	Permit Issued by Delegate of Resp/Auth 8/09/2025
250-1.00/2025	13/08/2025	Assessment No. 187468 LOT: 1 TP: 958269W 12 ALBERT ST ROSEDALE	Buildings and works associated with the construction of a dwelling.	Permit Issued by Delegate of Resp/Auth 11/09/2025

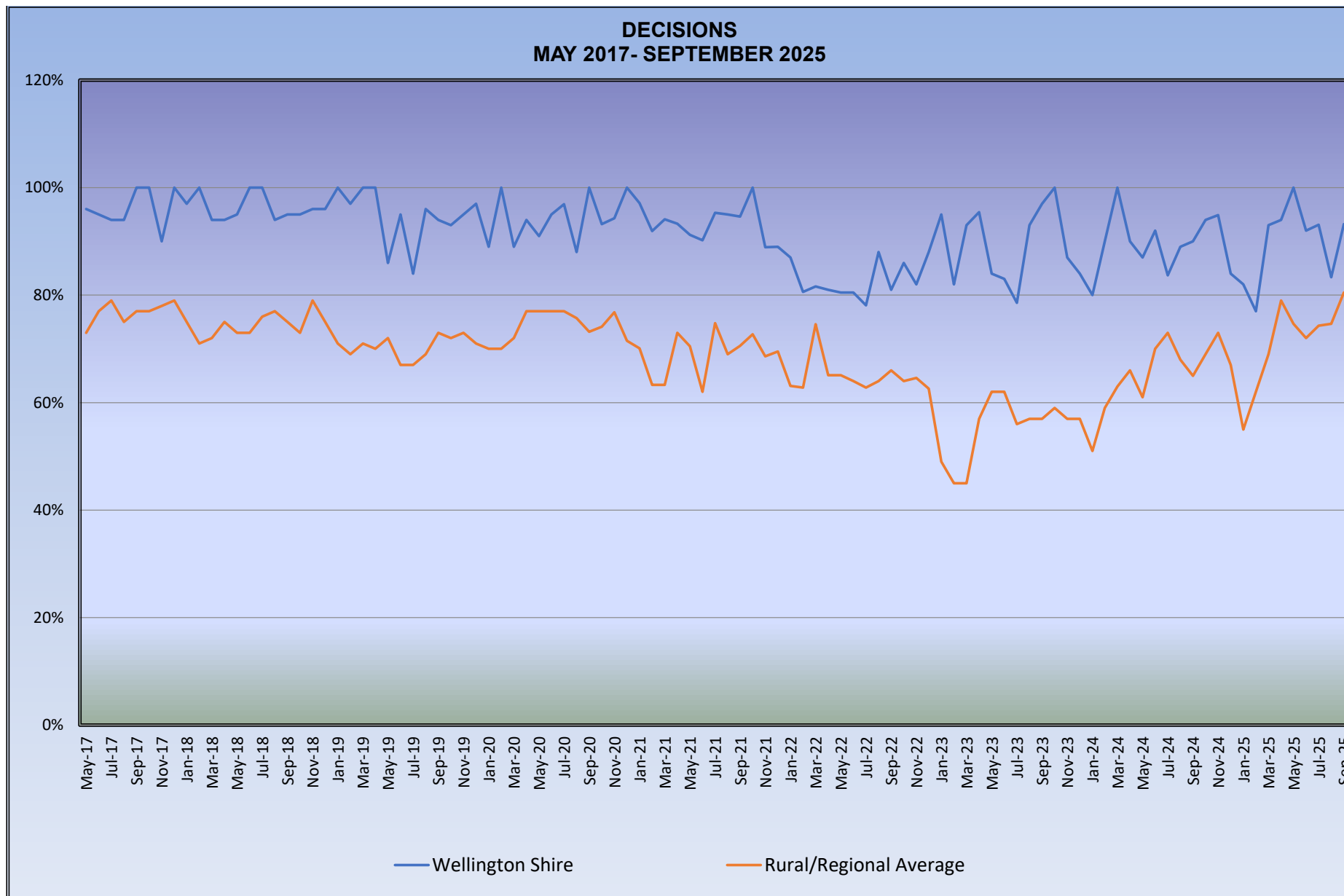
Application No/Year	Date Received	Property Title & Address	Proposal	Status
253-1.00/2025	13/08/2025	Assessment No. 448373 LOT: RES1 PS: 749073U 7-9 WALLACE ST SALE	Two lot subdivision of the land.	Withdrawn 8/09/2025
260-1.00/2025	18/08/2025	Assessment No. 435479 LOT: 1 PS: 736786C 6-8 WELLINGTON PARK SALE	Three lot re-subdivision of the land.	Permit Issued by Delegate of Resp/Auth 19/09/2025
262-1.00/2025	22/08/2025	Assessment No. 187906 LOT: 2 PS: 910660G 2/75 ALBERT ST ROSEDALE	Buildings and works associated with the construction of two dwellings.	Permit Issued by Delegate of Resp/Auth 11/09/2025
263-1.00/2025	25/08/2025	Assessment No. 356790 CA: 5 SEC: 2 26 HASTINGS ST NEWRY	B&Ws assoc with construction of an extension to an existing dwelling.	Permit Issued by Delegate of Resp/Auth 22/09/2025
265-1.00/2025	26/08/2025	Assessment No. 347047 LOT: 2 PS: 729757A 446 STRATFORD-MAFFRA MAFFRA	Buildings and works associated with extension to an existing building.	Permit Issued by Delegate of Resp/Auth 4/09/2025
270-1.00/2025	28/08/2025	Assessment No. 464578 LOT: 3 PS: 903409F 32 MURRAY RD SALE	Buildings & works/2 retail premises on 2 lots/reduce car parking.	Permit Issued by Delegate of Resp/Auth 25/09/2025
274-1.00/2025	29/08/2025	Assessment No. 200345 LOT: 1 TP: 4140A 514 GARRETTS RD LONGFORD	Buildings and works associated with the construction of a car port.	Permit Issued by Delegate of Resp/Auth 23/09/2025
275-1.00/2025	29/08/2025	Assessment No. 216804 PC: 381227F 51 MERIDAN RD GOLDEN BEACH	Buildings & works associated with the construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 12/09/2025
276-1.00/2025	1/09/2025	Assessment No. 449165 LOT: 1 LP: 94326 22 SPRING ST PORT ALBERT	Buildings & works associated with the construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 11/09/2025
277-1.00/2025	1/09/2025	Assessment No. 225714 LOT: 1 TP: 121647J 98 CAMPBELL ST LOCH SPORT	Buildings & works associated with the construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 9/09/2025
278-1.00/2025	1/09/2025	Assessment No. 245548 LOT: 1117 LP: 54791 33 VICTORIA ST LOCH SPORT	Buildings & works associated with the construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 22/09/2025
279-1.00/2025	1/09/2025	Assessment No. 214775 LOT: 1 TP: 108445 49 RAINBOW RD GOLDEN BEACH	Buildings and works associated with the construction of a front fence.	Permit Issued by Delegate of Resp/Auth 9/09/2025

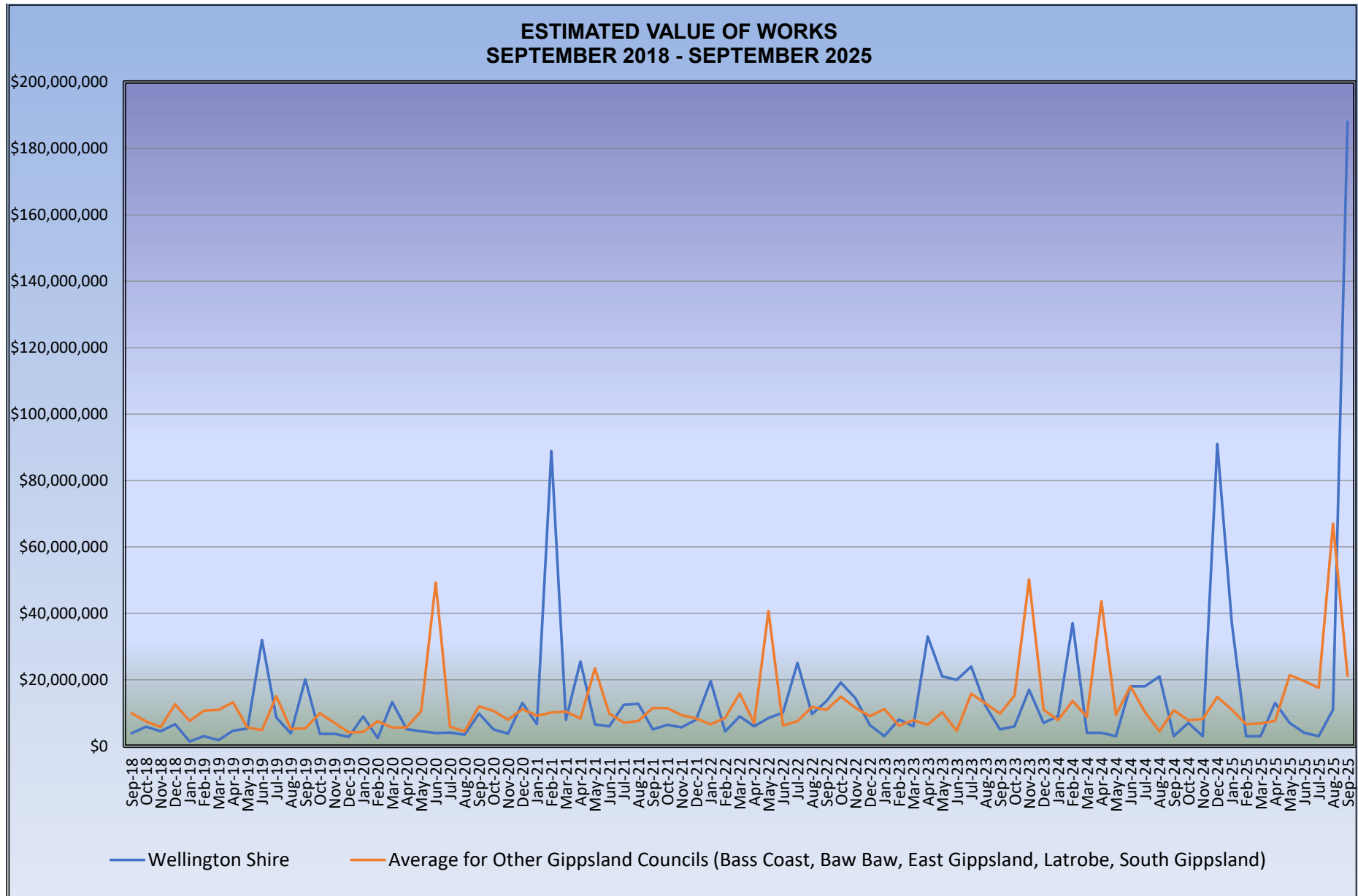
ATTACHMENT 16.1.1

Application No/Year	Date Received	Property Title & Address	Proposal	Status
283-1.00/2025	5/09/2025	Assessment No. 306878 LOT: 1 PS: 53084 127 JOHNSON ST MAFFRA	Buildings and works / alter a building and reduce car parking spaces.	Permit Issued by Delegate of Resp/Auth 12/09/2025
284-1.00/2025	5/09/2025	Assessment No. 364265 LOT: 1 PS: 221818D 402 VARDYS RD RIVERSLEA	Buildings & works associated with the construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 17/09/2025
285-1.00/2025	8/09/2025	Assessment No. 50088 CA: 6 SEC: A 24-32 RAILWAY CRES WURRUK	Buildings & works associated with the construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 19/09/2025
287-1.00/2025	8/09/2025	Assessment No. 81075 LOT: 2 PS: 304678 90 AIRLY ESTATE RD AIRLY	Buildings & works/ construction of agricultural building.	Permit Issued by Delegate of Resp/Auth 16/09/2025
290-1.00/2025	9/09/2025	Assessment No. 42747 LOT: 5 PS: 10183 177 MACALISTER ST SALE	Buildings & works associated with the construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 25/09/2025
291-1.00/2025	10/09/2025	Assessment No. 29736 LOT: 8 LP: 141606 373-377 RAGLAN ST SALE	Buildings and works / construct extension for an existing building.	Permit Issued by Delegate of Resp/Auth 19/09/2025
293-1.00/2025	12/09/2025	Assessment No. 27573 PC: 380806T 90-92 MARKET ST SALE	Buildings & works / demo part of dwelling / extend existing dwelling.	Permit Issued by Delegate of Resp/Auth 19/09/2025
296-1.00/2025	15/09/2025	Assessment No. 373738 LOT: 1 BLK: 6 LP: 3222 39-41 QUEEN ST PORT ALBERT	Buildings and works associated with the construction of an outbuilding	Permit Issued by Delegate of Resp/Auth 24/09/2025
300-1.00/2025	17/09/2025	Assessment No. 433417 LOT: 1 PS: 616523H 404 AERODROME RD SALE	B&Ws associated with construction of extension to existing dwelling.	Permit Issued by Delegate of Resp/Auth 25/09/2025
303-1.00/2025	18/09/2025	Assessment No. 186767 PC: 362394S 35 SELLARS ST THE HONEYSUCKLES	Buildings and works associated with the construction of an outbuilding	Permit Issued by Delegate of Resp/Auth 24/09/2025

Total No of Decisions Made: 57







17. GENERAL MANAGER BUILT AND NATURAL ENVIRONMENT

17.1. DELTA BRIDGE STRENGTHENING - BRIAGOLONG

ACTION OFFICER: MANAGER ASSETS AND PROJECTS

PURPOSE

The purpose of this report is for Council to consider entering into a contract for the Strengthening of Delta Bridge - Briagolong.

RECOMMENDATION

That Council:

- 1. Adopt the recommendations contained in the confidential attachment 17.1.2 2026-110 Contract Tender Evaluation Report for the Delta Bridge Strengthening - Briagolong; and***
- 2. Note that the information contained in the confidential attachment 17.1.2 2026-110 Contract Tender Evaluation Report for the Delta Bridge Strengthening - Briagolong, was designated confidential by the General Manager Built and Natural Environment on 13 November 2025 because it contains confidential information as defined in section 3(1) of the Local Government Act 2020
(g)(ii) private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage
except that once this recommendation has been adopted the name of the successful tenderer can be made public.***

BACKGROUND

Delta Bridge, located on Valencia Creek–Briagolong Road over Freestone Creek, currently has a load limit of 35 tonnes. A bridge assessment previously undertaken by Council confirmed that the structure in its current condition is not suitable for a road that carries multiple heavy vehicles, particularly those servicing the local dairy, beef, and timber industries.

To address this issue, Council has secured funding from the Federal Government under the Safer Local Roads and Infrastructure Program to upgrade the bridge. The project will strengthen the bridge to meet T44 standard, increasing its load capacity to 60 tonnes. It will also include widening the bridge deck to 7.2 metres between barriers and installing compliant safety barriers to meet current construction standards.

These upgrades will allow heavy vehicles to use Valencia Creek–Briagolong Road directly, avoiding a 22-kilometre detour and improving freight efficiency and road safety. The project is scheduled for delivery across the 2026/27 and 2027/28 financial years.

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

ATTACHMENTS

1. Confidential Header - 2026-110 Tender Evaluation Report - Delta Bridge Strengthening Briagolong [17.1.1 - 1 page]
2. CONFIDENTIAL REDACTED - 2026-110 Tender Evaluation Report - Delta Bridge Strengthening Briagolong [17.1.2 - 5 pages]

OPTIONS

Council has the following options available:

1. Adopt the recommendations contained in the confidential 2026-110 Contract Tender Evaluation Report for the Delta Bridge Strengthening - Briagolong;
2. Not enter into a contract and not proceed with these works at this time.

PROPOSAL

That Council adopt the recommendations contained in the confidential 2026-110 Contract Tender Evaluation Report for the Delta Bridge Strengthening - Briagolong.

CONFLICT OF INTEREST

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

COUNCIL PLAN 2025-29

This report supports the achievement of the following Council Plan 2025-29 Strategic Objective/s:

Strategic Objective Three: Infrastructure, Spaces and Places – *Strategically planned, designed and well-maintained infrastructure, spaces and places* – states the following strategy:

Coordinating facilities and infrastructure to meet growth and evolving needs.

COLLABORATION

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

FINANCIAL IMPACT

These works have been budgeted for under the 2025-2026 capital works program.

COMMUNICATION IMPACT

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

LEGISLATIVE IMPACT

Wellington Shire Council is committed to ensuring the Contract tendering process complies with the *Local Government Act 2020* and the Best Practice Procurement Guidelines for Victorian Local Government.

COUNCIL POLICY IMPACT

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

RESOURCES AND STAFF IMPACT

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

COMMUNITY IMPACT

These works will have a positive community impact because it will improve the condition of Delta Bridge allowing for the current 35T Load Limit to be removed.

ENVIRONMENTAL IMPACT

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

ENGAGEMENT IMPACT

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

RISK MANAGEMENT IMPACT

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



WELLINGTON
SHIRE COUNCIL

The Heart of Gippsland

ORDINARY COUNCIL MEETING 18 NOVEMBER 2025

I declare that the information contained in the attached document **2026-110 TENDER EVALUATION REPORT** relating to **DELTA BRIDGE STRENGTHENING** is confidential because it contains confidential information as defined in section 3(1) of the *Local Government Act 2020*;

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

CHRIS HASTIE
General Manager Built and Natural Environment
11/11/2025

17.2. CAMERON SPORTS OVAL CHANGE ROOM REFURBISHMENT

ACTION OFFICER: MANAGER ASSETS AND PROJECTS

PURPOSE

The purpose of this report is for Council to consider entering into a contract for the 2026-081 – Cameron Main Oval Changeroom Refurbishment, located at the Cameron Sports Complex in Maffra.

RECOMMENDATION

That Council:

- 1. Adopt the recommendations contained in the confidential attachment 13.2.2 2026-081 Contract Tender Evaluation Report for the Cameron Main Oval Changeroom Refurbishment; and***
- 2. Note that the information contained in the confidential attachment 13.2.2 2026-081 Contract Tender Evaluation Report – Cameron Main Oval Changeroom Refurbishment, was designated confidential by the General Manager Built and Natural Environment on 6 November 2025 because it contains confidential information as defined in section 3(1) of the Local Government Act 2020
(g)(ii) private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage
except that once this recommendation has been adopted the name of the successful tenderer can be made public.***

BACKGROUND

The outdoor change rooms at the Cameron Sports Complex were built around 1980 and do not comply with current guidelines regarding accessibility and inclusion for female participation. The project received funding to assist in the planning and design for the project from Sport and Recreation Victoria in the 2023/24 financial year, with additional funding received for construction in the 2025/26 financial year.

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

ATTACHMENTS

1. Confidential Header - 2026-081 Tender Evaluation Report - Cameron Sports Oval Change Room Refurbishment [17.2.1 - 1 page]
2. CONFIDENTIAL REDACTED - 2026-081 Tender Evaluation Report - Cameron Main Oval Changeroom Refurbishment [17.2.2 - 6 pages]

OPTIONS

Council has the following options available:

1. Adopt the recommendations contained in the confidential 2026-081 Contract Tender Evaluation Report for the Cameron Main Oval Changeroom Refurbishment;
2. Not enter into a contract and not proceed with these works at this time.

PROPOSAL

That Council adopt the recommendations contained in the confidential 2026-081 Contract Tender Evaluation Report for the Cameron Main Oval Changeroom Refurbishment.

CONFLICT OF INTEREST

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

COUNCIL PLAN 2025-29

This report supports the achievement of the following Council Plan 2025-29 Strategic Objective/s:

Strategic Objective Three: Infrastructure, Spaces and Places – *Strategically planned, designed and well-maintained infrastructure, spaces and places* – states the following strategy:

Coordinating facilities and infrastructure to meet growth and evolving needs.

COLLABORATION

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

FINANCIAL IMPACT

These works have been budgeted for under the 2025-2026 capital works program.

COMMUNICATION IMPACT

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

LEGISLATIVE IMPACT

Wellington Shire Council is committed to ensuring the Contract tendering process complies with the *Local Government Act 2020* and the Best Practice Procurement Guidelines for Victorian Local Government.

COUNCIL POLICY IMPACT

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

RESOURCES AND STAFF IMPACT

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

COMMUNITY IMPACT

These works will have a positive community impact because it will improve accessibility and useability of the venue for the Maffra community.

ENVIRONMENTAL IMPACT

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

ENGAGEMENT IMPACT

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

RISK MANAGEMENT IMPACT

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



WELLINGTON
SHIRE COUNCIL

The Heart of Gippsland

ORDINARY COUNCIL MEETING 18 NOVEMBER 2025

I declare that the information contained in the attached document **2026-081 TENDER EVALUATION REPORT** relating to **CAMERON SPORT OVAL CHANGE ROOM REFURBISHMENT** is confidential because it contains confidential information as defined in section 3(1) of the *Local Government Act 2020*;

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

CHRIS HASTIE
General Manager Built and Natural Environment
6/11/2025

18. 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.

19. IN CLOSED SESSION

19.1. MOVE INTO CLOSED SESSION

COUNCILLOR

That the meeting be closed to the public pursuant to section 66 of the Local Government Act 2020 to consider confidential items as defined by section 3(1) being:

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

Further Explanation:

The confidential ground applies due to the report information including information being commercial in confidence.

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

IN CLOSED SESSION

19.2. OPEN SPACE LAND PURCHASE



WELLINGTON
SHIRE COUNCIL

The Heart of Gippsland

ORDINARY COUNCIL MEETING 18 NOVEMBER 2025

Under section 66(2) of the *Local Government Act 2020* a meeting considering confidential information may be closed to the public.

I declare that the information contained in this report **OPEN SPACE LAND PURCHASE** is confidential because it contains confidential information as defined in section 3(1) of the *Local Government Act 2020*;

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

I further declare that the circumstances of this report necessitate consideration in a meeting closed to the public pursuant to sections 66(2)(a) and 66(5) of the *Local Government Act 2020*.

Further explanation:

The confidential ground applies due to the report information including information being commercial in confidence.

.....
CHRIS HASTIE
GENERAL MANAGER BUILT AND NATURAL ENVIRONMENT
11/11/2025

19.3. MOVE OUT OF CLOSED SESSION

COUNCILLOR

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

Meeting declared closed at: