



**WELLINGTON**  
SHIRE COUNCIL

# **Agenda**

# **Ordinary Council Meeting**

**Tuesday 17 March 2026, commencing at 5:00 PM**

**Meeting to be held at**

**Wellington Centre – Wellington Room, Foster Street, Sale**

**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.*

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## **MISSION STATEMENT**

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

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## **ACKNOWLEDGEMENT OF COUNTRY**

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

## 1. APOLOGIES

## 2. DECLARATION OF CONFLICT/S OF INTEREST

## 3. CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETING/S

### 3.1. ADOPTION OF PREVIOUS MINUTES

**ACTION OFFICER: MANAGER GOVERNANCE**

#### **OBJECTIVE**

To adopt the minutes of the Ordinary Council Meeting of 3 March 2026.

#### **RECOMMENDATION**

***That Council adopt the minutes and resolutions of the Ordinary Council Meeting of 3 March 2026.***

#### **CONFLICT OF INTEREST**

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

#### 4. BUSINESS ARISING FROM PREVIOUS MEETINGS

**ACTION OFFICER: CHIEF EXECUTIVE OFFICER**

ITEM	FROM MEETING	COMMENTS	ACTION BY
NIL			

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

#### 6. NOTICE/S OF MOTION

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

##### 7.1. OUTSTANDING PETITIONS

**ACTION OFFICER: CHIEF EXECUTIVE OFFICER**

ITEM	FROM MEETING	COMMENTS	ACTION BY
Request for Review of Planning Limitations Affecting the Township of Alberton	3 March 2026	Receipt of Petition passed by Resolution at the Ordinary Council Meeting of 3 March 2026 and referred to the General Manager Development for consideration and response.	7 April 2026

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

#### 9. QUESTION/S ON NOTICE

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

**ACTION OFFICER: CHIEF EXECUTIVE OFFICER**

ITEM	FROM MEETING	COMMENTS	ACTION BY
NIL			

## 10. MAYOR AND COUNCILLORS REPORT

**ACTION OFFICER: MAYOR CINDY MADELEY**

### RECOMMENDATION

*That the Mayor and Councillors report be noted for February 2026.*

### FEBRUARY 2026

DATE	EVENT	ATTENDEES
2 February	MAV Regional Meeting. CEO also in attendance.  Mayor Madeley and CEO Weekly Catch Up.  Maffra Recreation Reserve Committee Meeting.	Mayor Madeley  Mayor Madeley  Cr Wells
4 February	Senior Concert Band & Friends of Maffra Band Welcome Back BBQ, and Rehearsal.  Mayor Madeley and Cr Stephens Catch Up.  Meeting to discuss National Cricket Competition in Gippsland. CEO in attendance.  Community Facilities Strategic Review meeting. CEO in attendance.  Staff Annual Christmas Tree Competition delivery of prizes.	Cr Ripper  Mayor Madeley and Cr Stephens.  Cr Wells and Cr Tatterson.  Mayor Madeley  Mayor Madeley
5 February	Mayor Madeley and Cr Bannerman Catch Up.  Gippsland Centre Sale-VEGuary pop up.	Mayor Madeley and Cr Bannerman.  Mayor Madeley
6 February	Catch Up - Mayor Madeley and Acting GM Development, Renae Littlejohn.  MAV: Mayors Masterclass: The Mayor's Role in Councillor Dispute Resolution, attended online.	Mayor Madeley  Mayor Madeley
9 February	Meeting: Capital Program Works - Handouts for 17 February workshop.	Cr Ripper, Cr Stephens and Cr Wells.
10 February	Place Names Committee Meeting.	Deputy Mayor Foat, Cr Ripper and Cr Stephens.

<b>DATE</b>	<b>EVENT</b>	<b>ATTENDEES</b>
10 February	<p>Catch Up: Cr Ripper and Cr Bannerman.</p> <p>Fulham Solar Farm Tour.</p> <p>Mayor Madeley, Deputy Mayor Foat and CEO Catch Up.</p> <p>One Gippsland Webinar – Delivering More Affordable Homes for Key Workers. CEO also in attendance.</p> <p>International Women’s Day Committee Meeting.</p>	<p>Cr Ripper and Cr Bannerman.</p> <p>Mayor Madeley, Deputy Mayor Foat, Cr Ripper and Cr Wells.</p> <p>Mayor Madeley and Deputy Mayor Foat.</p> <p>Mayor Madeley</p> <p>Mayor Madeley</p>
11 February	<p>First Wellington Youth Services Network meeting 2026.</p> <p>Interview with ABC Gippsland.</p>	<p>Mayor Madeley</p> <p>Mayor Madeley</p>
12 February	<p>WSC Risk Management Review Meeting.</p> <p>Yarram District Health Service Community Advisory Committee Meeting.</p> <p>Business Boost February Meeting.</p>	<p>Cr Bannerman</p> <p>Cr Stephens</p> <p>Deputy Mayor Foat</p>
13 February	<p>WSC Risk Management Review Meeting.</p> <p>MAV: Mayors Masterclass - Speaking with Impact, in Melbourne.</p>	<p>Cr Wells</p> <p>Mayor Madeley</p>
14 February	<p>CWA North Gippsland AGM.</p>	<p>Cr Ripper</p>
16 February	<p>Catch Up – Cr Bannerman and Acting GM Development, Renae Littlejohn.</p> <p>WSC Audit &amp; Risk Committee meeting. CEO also in attendance.</p> <p>Onsite Meeting at IGA, Sale.</p> <p>Capital Workshop. CEO also in attendance.</p> <p>Meeting to discuss John Leslie Foundation Civic Reception. CEO in attendance.</p> <p>Mayor Madeley and CEO Weekly Catch Up.</p>	<p>Cr Bannerman</p> <p>Cr Bannerman and Cr Wells.</p> <p>Mayor Madeley</p> <p>Mayor Madeley</p> <p>Mayor Madeley</p> <p>Mayor Madeley</p>

<b>DATE</b>	<b>EVENT</b>	<b>ATTENDEES</b>
18 February	2026 Wellington Shire Youth Council Induction.	Mayor Madeley, Deputy Mayor Foat and Cr Ripper.
18 February	Rural Councils Victoria - Training/Networking Event.	Cr Wells
19 February	Catch up – Cr Ripper and Acting GM Development, Renae Littlejohn.  Catch Up – Cr Ripper and Manager Community Development, Rosina Davidson-Tuck.  TTV General Meeting - February 2026.  SEATS Executive Meeting and Quarterly Meeting – Thursday Session.	Cr Ripper  Cr Ripper  Cr Bannerman  Cr Tatterson
20 February	SEATS Quarterly Meeting – Friday Session.  One Gippsland Councillor Discussion, Local Government Councillor Meeting and February Board Meeting. CEO also in attendance.  Rosedale Neighbourhood House VEGuary Event.	Cr Tatterson  Mayor Madeley  Cr Bannerman
21 February	Men’s Breakfast, Stratford (Rotary).  VEGuary – Pesto & Passata Day, Sale Lakeside Community Garden.	Cr Lowe  Mayor Madeley
22 February	VEGuary Open Gardens Weekend One.  Grand Opening – Wellington Toy Library.	Cr Ripper  Mayor Madeley
23 February	Interview with ABC Radio, re PiLOR.  Mayor Madeley and CEO Weekly Catch Up.  Catch Up – Cr Stephens and Acting GM Development, Renae Littlejohn.  Meeting regarding Yarram Mechanics Institute. CEO also in attendance.  Catch Up – Cr Wells and Acting GM Development, Renae Littlejohn.	Mayor Madeley  Mayor Madeley  Cr Stephens  Cr Stephens  Cr Wells
24 February	Foundation for Rural & Regional Renewal (FRRR) - Welcome to Sale in the morning and Community Dinner in the evening. CEO also in attendance.	Mayor Madeley

<b>DATE</b>	<b>EVENT</b>	<b>ATTENDEES</b>
24 February	<p>Met with Briagolong Improvement Group. CEO also in attendance.</p> <p>Working Lunch Meeting: Mayor, Deputy Mayor and Acting GM Development, Renae Littlejohn.</p> <p>Mayor Madeley and Deputy Mayor Foat Regular Catch Up.</p> <p>Monthly Media Training Catch Up.</p>	<p>Mayor Madeley, Deputy Mayor Foat, Cr Tatterson, Cr Stephens, Cr Bannerman and Cr Ripper.</p> <p>Mayor Madeley and Deputy Mayor.</p> <p>Mayor Madeley and Deputy Mayor Foat.</p> <p>Mayor Madeley and Deputy Mayor Foat.</p>
25 February	<p>MAV Fire and Flood Response &amp; Recovery Priorities meeting online. CEO also in attendance.</p> <p>Meeting with Darren Chester MP. CEO also in attendance.</p> <p>Meeting with CEO regarding Cobains Drainage.</p>	<p>Mayor Madeley</p> <p>Mayor Madeley and Deputy Mayor Foat.</p> <p>Cr Wells</p>
26 February	<p>Wellington MEMPC Meeting.</p> <p>Webinar for councillors: Small Business Friendly Council Charter.</p> <p>VEGuary- Veggie Lasagne Event, Sale Neighbourhood House.</p>	<p>Cr Stephens</p> <p>Deputy Mayor Foat</p> <p>Mayor Madeley</p>
27 February	<p>Fulham Correctional Centre Pre-Service Course 1/2026 - Graduation Ceremony.</p> <p>Live4Life Wellington: Crew Induction Day.</p> <p>Deadly in Gippsland, First Nations Business Expo.</p> <p>WELS School Leadership Program, Sale Primary School.</p>	<p>Deputy Mayor Foat and Cr Ripper.</p> <p>Cr Wells</p> <p>Mayor Madeley</p> <p>Mayor Madeley</p>
28 February	<p>VEGuary Open Gardens Weekend 2.</p>	<p>Mayor Madeley</p>

## 11. DELEGATES REPORT

## 12. CHIEF EXECUTIVE OFFICER

### 12.1. CHIEF EXECUTIVE OFFICER REPORT

#### ACTION OFFICER: CHIEF EXECUTIVE OFFICER

#### RECOMMENDATION

*That the Chief Executive Officer's report be received for February 2026.*

#### FEBRUARY 2026

DATE	EVENT
2 February	Attended MAV Regional Meeting. Mayor Madeley also in attendance.
4 February	<p>Met with Inspector Mel Hamshere, VicPol.</p> <p>Met to discuss National Cricket Competition in Gippsland. Cr Wells and Cr Tatterson also in attendance.</p> <p>Community Facilities Strategic Review meeting. Mayor Madeley also in attendance.</p> <p>Attended meeting with Gippsland Vehicle Collection, including Paul Kurts, Sue Lawrence and Duncan Malcolm, president of GAM.</p>  <p>All cars and displays have been cleared out by the volunteers, awaiting the new roof. A huge empty shed!</p>
5 February	Attended Committee for Wellington Meeting.

<b>DATE</b>	<b>EVENT</b>
5 February	Met with Food & Fibre Gippsland regarding 2026-2029 Strategic Plan. Met with RAAF personnel regarding West Sale Airport MasterPlan.  Met with Lyndel Moore, Regional Arts Victoria.
6 February	Met with Dermot Cannon, Chief Planning and Infrastructure Officer, Catholic Diocese of Sale. Cr Wells also in attendance.  Attended Committee for Wellington Housing and Accommodation Subcommittee meeting.
10 February	Attended One Gippsland Webinar – Delivering More Affordable Homes for Key Workers.  Fulham Solar Farm Tour.
11 February	Met with Octopus Investments regarding Fulham Solar Farm Project Update.
13 February	Met with Pauline Hitchins on site at Sale Museum.  Met with James Montgomery, new CEO TAFE Gippsland.  Met with Vince Hurley, ASH Timber in Heyfield.
16 February	Capital Workshop. Mayor Madeley also in attendance.  Met to discuss John Leslie Foundation Civic Reception. Mayor Madeley in attendance.  WSC Audit & Risk Committee meeting. Cr Bannerman and Cr Wells also in attendance.
18 February	Attended Leadership Development Workshop: Change Management and Strategic Thinking.
20 February	One Gippsland CEO Meeting, Local Government Councillor Meeting and February Board Meeting. Mayor Madeley also in attendance.
23 February	Met with Grant Wharf, Property Developer.  Met with Cr Stephens regarding Yarram Mechanics Institute.
24 February	Attended Foundation for Rural & Regional Renewal (FRRR) - Welcome to Sale in the morning and Community Dinner in the evening. Mayor Madeley also in attendance.  Met with Briagolong Improvement Group. Mayor and Councillors also in attendance.

<b>DATE</b>	<b>EVENT</b>
25 February	<p>Met with Fiona Weigall, CEO East Gippsland.  Attended MAV Fire and Flood Response &amp; Recovery Priorities meeting online.  Mayor Madeley also in attendance.</p> <p>Met with the Honourable Darren Chester MP.  Mayor Madeley and Deputy Mayor Foat also in attendance.</p> <p>Meeting with Cr Wells regarding Cobains Drainage.</p>
26 February	Coffee meeting with Tony Smith, Audit & Risk Committee Chair.

## 13. GENERAL MANAGER CORPORATE SERVICES

### 13.1. ASSEMBLY OF COUNCILLORS

#### ACTION OFFICER: MANAGER GOVERNANCE

#### PURPOSE

To report on all assembly of Councillor records received for the period 23 February 2026 to 8 March 2026.

#### RECOMMENDATION

*That Council note and receive the attached Assembly of Councillor records for the period 23 February 2026 to 8 March 2026.*

#### 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 23 February 2026 to 8 March 2026.

#### ATTACHMENTS

1. Assembly of Councillors - 2 March 2026 Gippsland Art Gallery Advisory Group Meeting [13.1.1 - 1 page]
2. Assembly of Councillors - 3 March 2026 Council Workshop [13.1.2 - 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 23 February 2026 to 8 March 2026.

## **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.

## **GENDER IMPACT ASSESSMENT (GIA)**

Officers understand the requirements in relation to conducting GIA's to ensure Council remains compliant with obligations outlined in the *Gender Equality Act 2020*. The following determination was made.

A Gender Impact Assessment was not conducted as the policy, program or service does not meet the assessment requirement criteria.

## **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 - MEETING ORGANISED, HOSTED OR SUPPORTED BY COUNCIL**

<b>NAME OF MEETING</b>	GIPPSLAND ART GALLERY ADVISORY GROUP
<b>DATE OF MEETING</b>	MONDAY 2 MARCH 2026

ASSEMBLY OF COUNCILLORS AND OFFICERS IN ATTENDANCE			
COUNCILLOR	ATTENDANCE	OFFICERS IN ATTENDANCE	
<i>Cr Carmel Ripper</i>	YES	<b>Simon Gregg</b>	Director Gippsland Art Gallery
MATTERS CONSIDERED IN THE MEETING			
<ul style="list-style-type: none"> <li>• Proposed art acquisitions and deaccessions</li> <li>• Reports from Gallery Director, and Friends of the Gallery representatives</li> </ul>			
CONFLICTS OF INTEREST NOTED*			
NIL			

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

## ASSEMBLY OF COUNCILLORS AND OFFICERS IN ATTENDANCE - COUNCIL DAY

COUNCIL WORKSHOPS – 3 MARCH 2026			
COUNCILLOR	ATTENDANCE	OFFICERS IN ATTENDANCE	
<i>Cr Cindy Madeley (Mayor)</i>	YES	<b>David Morcom</b>	Chief Executive Officer
<i>Cr Liz Foot (Deputy Mayor)</i>	YES	<b>Arthur Skipitaris</b>	General Manager Corporate Services
<i>Cr Catherine Bannerman</i>	YES	<b>Chris Hastie</b>	General Manager Built and Natural Environment
<i>Cr Scott Rossetti</i>	YES	<b>Renae Littlejohn</b>	Acting General Manager Development
<i>Cr Edward Lowe (Online)</i>	YES		
<i>Cr Garry Stephens</i>	YES		
<i>Cr Carmel Ripper</i>	YES		
<i>Cr John Tatterson</i>	YES		
<i>Cr Geoff Wells</i>	YES		
CONFLICTS OF INTEREST NOTED*			
Item 1.2 – Cr John Tatterson			

\* 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 – 3 MARCH 2026		
ITEM NO.	WORKSHOP TITLE	PRESENTERS
1.1	<b>FEES CHARGES AND CAPITAL PROGRAM - PART 2</b>	<ul style="list-style-type: none"> <li><i>Peta Crawford, Acting Manager Corporate Finance</i></li> <li><i>Ray Weber, Manager Assets and Projects</i></li> </ul> <i>Conflict of Interest declared: NIL</i>
1.2	<b>PROPOSED PLANNING SCHEME AMENDMENT - MONDALE ESTATE, ROSEDALE</b>	<ul style="list-style-type: none"> <li><i>Nicole Reynolds, Coordinator Strategic Planning</i></li> <li><i>Barry Hearsey, Manager Planning and Building</i></li> </ul> <i>Conflict of Interest declared: Cr John Tatterson (did not attend this workshop)</i>

## ASSEMBLY OF COUNCILLORS AND OFFICERS IN ATTENDANCE - COUNCIL DAY

WORKSHOP DETAILS – 3 MARCH 2026		
ITEM NO.	WORKSHOP TITLE	PRESENTERS
1.3	<b>GENDER EQUALITY OBLIGATIONS UPDATE</b>	<ul style="list-style-type: none"> <li>• <i>Erin O’Neill, Coordinator Human Resources</i></li> <li>• <i>Emilie Davine, Manager People and Capability</i></li> <li>• <i>Kelly Morris, Social Connection and Inclusion Officer</i></li> </ul> <i>Conflict of Interest: NIL</i>
1.4	<b>PROPOSED 2026 COUNCILLOR PROFESSIONAL DEVELOPMENT PROGRAM</b>	<ul style="list-style-type: none"> <li>• <i>Carly Bloomfield, Manager Governance</i></li> <li>• <i>Keisha Roy, Coordinator Risk and Strategy</i></li> </ul> <i>Conflict of Interest: NIL</i>
1.5	<b>FACILITIES AND EMERGENCIES BUSINESS UNIT UPDATE</b>	<ul style="list-style-type: none"> <li>• <i>Sam McPherson, Manager Facilities and Emergencies</i></li> </ul> <i>Conflict of Interest: NIL</i>
1.6	<b>UPDATE FLOODING PROVISIONS - DRAFT PLANNING SCHEME AMENDMENT C125WELL</b>	<ul style="list-style-type: none"> <li>• <i>Nicole Reynolds, Coordinator Strategic Planning</i></li> <li>• <i>Barry Hearsey, Manager Planning and Building</i></li> <li>• <i>Adam Dunn, Executive Manager Planning, West Gippsland Catchment Management Authority</i></li> </ul> <i>Conflict of Interest: NIL</i>

## 13.2. AUDIT & RISK COMMITTEE MINUTES

### ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES

#### PURPOSE

To receive and note the minutes of the Audit & Risk Committee meeting held on 16 February 2026.

#### RECOMMENDATION

***That Council:***

- 1. Receive and note the minutes in brief of the Audit & Risk Committee 16 February 2026 (as attached) and the confidential attachment Audit & Risk Committee Minutes of 16 February 2026; and***
- 2. Note that the information contained in the confidential documents Audit & Risk Committee Minutes of 16 February 2026 and Question and Answer Table of this Council meeting agenda is designated confidential under Section 3(1) Confidential Information of the Local Government Act 2020 by the Chief Executive Officer on 2 March 2026 because it relates to the following grounds:  
e) legal privileged information; and  
l) information that was confidential information for the purposes of section 77 of the Local Government Act 1989.***

#### BACKGROUND

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

A copy of the minutes in brief from the Audit & Risk Committee meeting of 16 February 2026 is attached and is provided for the information of Council and the public in general.

Following distribution of Audit & Risk Committee agendas, Committee members submit questions relating to agenda content to Management. A table of questions and the answers provided is attached in the confidential attachment "Question and Answer Table" for the information of Council.

#### ATTACHMENTS

1. Audit Risk Committee Minutes in Brief - 16 February 2026 [**13.2.1** - 13 pages]
2. Confidential header - Audit & Risk Committee minutes and Question and Answer Table [**13.2.2** - 1 page]
3. CONFIDENTIAL REDACTED - Audit & Risk Committee Minutes - 16 February 2026 [**13.2.3** - 198 pages]
4. CONFIDENTIAL REDACTED - Question and Answer Table - 16 February 2026 [**13.2.4** - 11 pages]

## **OPTIONS**

Council has the following options available:

1. To receive and note the minutes from the Audit & Risk Committee meeting of 16 February 2026; or
2. To seek further information and consider the minutes at a future meeting.

## **PROPOSAL**

To receive and note the minutes of the Audit & Risk Committee meeting held on 16 February 2026.

## **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.

## **GENDER IMPACT ASSESSMENT (GIA)**

Officers understand the requirements in relation to conducting GIA's to ensure Council remains compliant with obligations outlined in the *Gender Equality Act 2020*. The following determination was made.

A Gender Impact Assessment was not conducted as the policy, program or service does not meet the assessment requirement criteria.

## **FINANCIAL IMPACT**

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

## **COMMUNICATION IMPACT**

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

## **LEGISLATIVE IMPACT**

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

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

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

**COUNCIL POLICY IMPACT**

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

**RESOURCES AND STAFF IMPACT**

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

**COMMUNITY IMPACT**

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

**ENVIRONMENTAL IMPACT**

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

**ENGAGEMENT IMPACT**

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

**RISK MANAGEMENT IMPACT**

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

**AUDIT & RISK COMMITTEE MINUTES IN BRIEF – 16 FEBRUARY 2026**

Present: Mr Tony Smith (Chair) (via Teams)  
 Dr Craig Nisbet (via Teams)  
 Ms Leanne Mulcahy (via Teams)  
 Councillor Geoff Wells  
 Councillor Catherine Bannerman

In attendance: Mr David Morcom (Chief Executive Officer)  
 Mr Arthur Skipitaris (General Manager Corporate Services)  
 Ms Peta Crawford (Acting Manager Corporate Finance)  
 Mr Phil Phillipou (Chief Information Officer)  
 Mr Kapil Kukreja (HLB Mann Judd) (via Teams)  
 Mr Jaideep Mor (HLB Mann Judd) (via Teams)

**1 Welcome****2 Apologies**

Nil

**3 Closure of Meeting to Public**

*Craig Nisbet/Leanne Mulcahy*

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

**CARRIED**

**4 Declaration of Conflict(s) of Interest**

Nil

**5 Adoption of Previous Minutes - 26 November 2025**

*Craig Nisbet/Leanne Mulcahy*

*That the Committee adopt the minutes of the previous meeting held on 26 November 2025.*

**CARRIED**

**6 In Camera Session (conducted at 1.00pm)****7.1 Actions from Previous Minutes**

*Councillor Wells/Councillor Bannerman*

*That the Audit & Risk Committee recommend to Council that it receive the report. That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 9 February 2026 because it relates to the following grounds:*

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

**7.2 Internal Audit Report - Review of Privacy & Management of Personal Information**

*Craig Nisbet/Councillor Bannerman*

*That the Audit & Risk Committee recommend to Council that it receive the report.  
That the information contained in this document and designated under Section 3(1)  
Confidential Information of the Local Government Act 2020 as confidential by the Chief  
Executive Officer on 9 February 2026 because it relates to the following grounds:*

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

**CARRIED**

**7.3 Internal Audit Status Report**

*Leanne Mulcahy/Councillor Wells*

*That the Audit & Risk Committee recommend to Council that it receive the report.  
That the information contained in this document and designated under Section 3(1)  
Confidential Information of the Local Government Act 2020 as confidential by the Chief  
Executive Officer on 9 February 2026 because it relates to the following grounds:*

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

**CARRIED**

**7.4 Status of Audit Recommendations**

*Councillor Bannerman/Craig Nisbet*

*That the Audit & Risk Committee recommend to Council that it receive the report.  
That the information contained in this document and designated under Section 3(1)  
Confidential Information of the Local Government Act 2020 as confidential by the Chief  
Executive Officer on 9 February 2025 because it relates to the following grounds:*

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

**CARRIED**

**7.5 Work Health Safety Matters**

*Councillor Bannerman/Leanne Mulcahy*

*That the Audit & Risk Committee recommend to Council that it receive the report.  
That the information contained in this document and designated under Section 3(1)  
Confidential Information of the Local Government Act 2020 as confidential by the Chief  
Executive Officer on 9 February 2026 because it relates to the following grounds:*

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

**7.6 Review of Council Policies**

*Leanne Mulcahy/Craig Nisbet*

*That the Audit & Risk Committee recommend to Council that it receive the report, noting the amendment discussed.*

*That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 9 February 2026 because it relates to the following grounds:*

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

**7.7 Review of Audit & Risk Committee Charter**

*Councillor Wells/Councillor Bannerman*

*That the Audit & Risk Committee recommend to Council that it approve the suggested amendments to the Committee Charter and Terms of Reference.*

*That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 9 February 2026 because it relates to the following grounds:*

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



# AUDIT & RISK COMMITTEE

## CHARTER

Reviewed ~~December-February 2026~~ **2024**

The Wellington Shire Council maintains an Audit & Risk Committee in accordance with Section 53 of the *Local Government Act 2020*.

The Audit & Risk Committee is an independent advisory Committee to Council. The primary objective of the Audit & Risk Committee is to assist Council in the effective conduct of its responsibilities for financial and non-financial reporting and performance, management of risk, information services governance, maintaining a reliable system of internal controls and facilitating the organisation's ethical development.

The Audit & Risk Committee is established to ~~assist the co-ordination of and~~ provide oversight of relevant activities of management, the internal audit function and the external auditor to facilitate achieving overall organisational objectives in an efficient and effective manner.

As part of Council's governance obligations to its community, it has constituted an Audit & Risk Committee to facilitate:

- the enhancement of the credibility and objectivity of internal and external financial and non-financial reporting and performance;
- effective management of financial and other risks and the protection of Council assets;
- compliance with laws and regulations as well as use of best practice guidelines;
- the efficiency and effectiveness of the internal audit function;
- the provision of an effective means of communication between the external auditor, internal audit, management and the Council;
- oversight and guidance on the effectiveness of the management and reporting of Council's fraud and corruption prevention practices;
- a review of the effectiveness of Council processes and the outcomes of the external audit.

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# AUDIT & RISK COMMITTEE

## TERMS OF REFERENCE

### 1 General

- (a) The Audit & Risk Committee is a formally appointed committee of the Council and is responsible to that body. The Audit & Risk Committee does not have executive powers or authority to implement actions in areas over which management has responsibility and does not have any delegated financial responsibility. The Audit & Risk Committee does not have any management functions and is therefore independent of management.

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

### 2 Membership

- (a) The Audit & Risk Committee will comprise of two Councillors, and three external independent persons with suitable knowledge, skills and experience, all appointed by Council for periods varying to a maximum term of 3 years. External members may be re-appointed for subsequent terms, to a maximum of 9 years, following a public advertising process in accordance with 2 (b). A quorum shall be 3 (with a minimum of 2 independent members). The Chairperson shall be an external independent person elected on an annual basis at the first meeting of the Committee in the calendar year. Ideally, the Chairman's term will overlap the term of appointed Councillors to ensure continuity. The Chief Executive Officer should be required and entitled to attend all Audit & Risk Committee meetings.

External independent persons will have senior business and/or financial management/reporting knowledge, skills and experience and be conversant with the financial and other reporting requirements. The evaluation of potential members will be undertaken by the Mayor, Chief Executive Officer and Audit & Risk Committee Chair (or another independent member) taking account of the experience of candidates (as per the Committee's expertise matrix) and their likely ability to apply appropriate analytical and strategic management skills, and a recommendation for appointment put to Council.

- (b) Appointments of external persons shall be made by Council by way of a public advertisement and be for a maximum term of three years. The terms of the appointment should be arranged to ensure an orderly rotation and continuity of membership despite changes to Council's elected representatives.
- (c) If a Committee member is underperforming, a performance management process must be put in place, overseen by the Chair, unless it is the performance of the Chair in question then the Chief Executive Officer would oversee the process. Should the performance of the individual not improve then they would be asked to tender their resignation. If this is not forthcoming and the Council proposes to remove the member from the Committee, it must give written notice to the member of its intention to do so and provide that member with the opportunity to be heard at a Council meeting which is open to the public, if that member so requests.

- (d) Remuneration will be paid to each independent member of the Committee (the basis may be an annual fee, with an additional amount paid to the Chairperson or a set fee per meeting, or another basis as appropriate). The remuneration amount will be determined by Council's Remuneration Committee annually allowing for an increase linked to the annual increase of Councillor allowances, benchmarking against other Councils or other considerations such as Council budget constraints.
- (e) The Chairperson shall ideally be appointed by external members of the Audit & Risk Committee subject to Council's approval.  
 At the ~~August~~~~November~~ meeting of the Committee, Council representatives will request that any external members who want to nominate as Chair submit an Expression of Interest outlining their expertise and availability. Expressions of Interest are to be emailed to the Council representatives on the Committee.  
 At the ~~final~~~~first~~ meeting of the ~~following calendar~~ year, during the In Camera session, the Committee, led by the Council representatives, will elect the Chair, via a vote, and the elected member will assume the Chair immediately.  
 Should external members not be able to elect a chairperson then Council representatives will cast the deciding votes.  
 Council's approval of the appointment will be ratified when Council receives the Committee meeting minutes.  
 In the absence of the appointed Chairperson from a meeting, an acting Chairperson will be appointed from the external members present.  
In the event that the term of the sitting Chair expires, a temporary Chair will be elected at the final meeting of the sitting Chair, and the process to elect a replacement Chair brought forward to the next meeting of the Committee.
- (f) Other members of Council or Council staff ~~and the internal auditor (whether a member of staff or contractor)~~ may be invited to attend at the discretion of the Committee to advise and provide information when required. Representatives of the Internal Auditor should be invited to attend at the discretion of the Committee but must attend meetings considering internal audit reviews.
- (g) Representatives of the external auditor should be invited to attend at the discretion of the Committee but must attend meetings considering the review of the external audit plan, the draft annual financial report and results of the external audit.
- (h) Council shall provide secretarial and administrative support to the Committee.

### 3 Meetings

- (a) Process  
 The Committee shall meet at least quarterly with an additional meeting held to consider the draft annual financial report and performance statement with the external auditors in attendance. Additional meetings may be convened at the discretion of the Chairperson, or at the written request of an independent member, or any of the member Councillors.
- (b) Declaration of Conflicts of Interest  
 Declaration of Conflicts of Interest will be in accordance with the requirements of the *Local Government Act 2020*.
- (c) Closure of Meetings to the Public  
 In accordance with Section 66(2) of the *Local Government Act 2020*.

#### 4 Planning

- (a) The Committee will develop an annual work plan.
- (b) The Committee will review the Charter and Terms of Reference annually.

#### 5 Reporting

- (a) The Audit & Risk Committee shall after every meeting forward the draft minutes of that meeting to the next practical ordinary meeting of the Council, including a report explaining any specific recommendations and key outcomes.
- (b) The Committee shall report to the Council on a half yearly basis, or as required by Council, via a Council Workshop/Meeting, describing the activities of the Committee and including its findings, recommendations and annual performance evaluation (as per Section 54(5) of the *Local Government Act 2020*). The report shall be prepared ~~by by Management and~~ the Committee Chair, endorsed by the Committee and presented to Council by the Chair, or an independent Committee member should the Chair be unavailable. A copy of this report is to also be tabled at a Council meeting.
- (c) The Chairperson may require any report prepared by the Audit & Risk Committee to be listed on the agenda for the next practical ordinary meeting of the Council.

# AUDIT & RISK COMMITTEE

## LIST OF DUTIES AND RESPONSIBILITIES

- (a) The following are the duties and responsibilities of the Audit & Risk Committee in pursuing its Charter:
- (1) To review the scope of the three-year internal audit plan and programme and the efficiency and effectiveness of the function. This review should consider whether, over a period of years the internal audit plan systematically addresses:
    - internal controls over significant areas of risk, including non-financial management control systems;
    - internal controls over revenue, expenditure, assets and liability processes;
    - the efficiency, effectiveness and economy of significant Council programmes; and
    - compliance with regulations, policies, best practice guidelines, instructions and contractual arrangements.
  - (2) Review the appropriateness of special internal audit assignments undertaken by internal audit at the request of Council or Chief Executive Officer.
  - (3) Review the level of resources allocated to internal audit and the scope of its authority. The Chair of the Committee is to be involved in the evaluation of Internal Audit tenders.
  - (4) Review reports of internal audit and the extent to which Council and management react to matters raised by internal audit, by monitoring the implementation of recommendations made by internal audit.
  - (5) Facilitate liaison between the internal and external auditor to promote compatibility, to the extent appropriate, between their audit programmes.
  - (6) Critically analyse and follow up any internal or external audit report that raises significant issues relating to risk management, internal control, financial reporting and other accountability or governance issues, and any other matters relevant under the Committee's terms of reference. Review management's response to, and actions taken as a result of the issues raised.
  - (7) Monitor the risk exposure of Council by determining if management has appropriate risk management processes and adequate management information systems.
  - (8) Review the ~~process for the identification, nature,~~ extent and reasonableness of related party transactions.
  - (9) Review Council's draft annual financial report, focusing on:
    - accounting policies and practices;
    - changes to accounting policies and practices;
    - the process used in making significant accounting estimates;
    - significant adjustments to the financial report (if any) arising from the audit process;
    - compliance with accounting standards and other reporting requirements;

- significant variances from prior years;
  - ensuring Council is financially sustainable.
- (10) Annually, make a recommendation to Council on the fairness of the annual financial report. Review any significant changes that may arise subsequent to any such recommendation but before the financial report is signed.
  - (11) Discuss with the external auditor the scope of the audit and the planning of the audit.
  - (12) Discuss with the external auditor issues arising from the audit, including any management letter issues raised by the auditor and the resolution of such matters.
  - (13) Review the draft annual performance statement and make a relevant recommendation to Council.
  - (14) Review issues relating to competitive neutrality, financial reporting by Council business units and comparative performance indicators.
  - (15) Identify and refer specific projects or investigations deemed necessary through the Chief Executive Officer, the internal auditor and the Council if appropriate with reports on any such matters to be reviewed by the Audit & Risk Committee including any incidents of fraud/corrupt conduct or suspected fraud/corrupt conduct.
  - (16) Monitor the effectiveness of fraud and corruption prevention practices.
  - (17) Monitor the progress of any major legal issues facing the Council.
  - (18) Address issues brought to the attention of the Committee, including responding to requests from Council for advice that are within the parameters of the Committee's terms of reference.
  - (19) Monitor compliance with other "non-financial" legislated policies (e.g. EEO, OH&S etc).
  - (20) Annually, receive a report detailing all reimbursements made to Councillors and members of a delegated committee, as per section 40 of the *Local Government Act 2020*.
  - (21) The Audit & Risk Committee Chair in conjunction with Council and the Chief Executive Officer should develop performance indicators (as discussed with the Committee) and monitor the performance of the Committee against these via completion of an annual performance evaluation survey.
  - (22) The Committee will agree to an Annual Plan of business to be considered at each meeting.
  - (23) The Committee will nominate one member to assess various aspects of the meeting including preparation, presentation, participation and process.
  - (24) Should there be a conflict of interest for outsourced internal audit providers who perform other consultancy work for the Council, the issue will be brought before the Audit & Risk Committee for deliberation.

(25) Endorse key documents and reports that must be approved by Council, including annual financial reports, annual performance statements, annual budget, ~~policies identified as strategic, new or revised policies,~~ risk framework and other documents that assist in maintaining a strong internal control environment.

(b) The Audit & Risk Committee, through the Chief Executive Officer and following authorisation from the Council, and within the scope of its responsibilities, may seek information or obtain expert advice on matters of concern.

**7.8 Staff Excess Leave**

**Craig Nisbet/Councillor Wells**

**That the Audit & Risk Committee recommend to Council that it receive the report. That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 9 February 2026 because it relates to the following grounds:**

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

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

**7.9 CEO Credit Card Expenditure**

**Councillor Wells/Leanne Mulcahy**

**That the Audit & Risk Committee recommend to Council that it receive the report. That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 9 February 2026 because it relates to the following grounds:**

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

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

**7.10 Related Party Transactions**

**Craig Nisbet/Councillor Wells**

**That the Audit & Risk Committee recommend to Council that it receive the report. That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 9 February 2026 because it relates to the following grounds:**

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

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

**7.11 ICT and Cyber Security Update**

**Leanne Mulcahy/Councillor Wells**

**That the Audit & Risk Committee recommend to Council that it receive the report. That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 9 February 2026 because it relates to the following grounds:**

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

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

## 7.12 Financials

**Craig Nisbet/Councillor Wells**

**That the Audit & Risk Committee recommend to Council that it receive the report. That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 9 February 2026 because it relates to the following grounds:**

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

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

## 7.13 Register of Commissioned Reports

**Craig Nisbet/Councillor Wells**

**That the Audit & Risk Committee recommend to Council that it receive the report. That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 9 February 2026 because it relates to the following grounds:**

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

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

## 7.14 Key Risk Matters

**Leanne Mulcahy/Councillor Wells**

**That the Audit & Risk Committee recommend to Council that it receive the report. That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 9 February 2026 because it relates to the following grounds:**

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

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

## 7.15 Insurance Report

**Craig Nisbet/Councillor Bannerman**

**That the Audit & Risk Committee recommend to Council that it receive the report. That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 9 February 2026 because it relates to the following grounds:**

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

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

**7.16 Fraud Report**

***Craig Nisbet/Councillor Wells***

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

***That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 9 February 2026 because it relates to the following grounds:***

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

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

***CARRIED***

**7.17 General Business**

Nil

**8.1 Rotating Assessment of and Feedback on Meeting**

**THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 2.57PM.**



WELLINGTON  
SHIRE COUNCIL

*The Heart of Gippsland*

## ORDINARY COUNCIL MEETING 17 MARCH 2026

I declare that the information contained in the attached documents **AUDIT & RISK COMMITTEE MINUTES OF 16 FEBRUARY 2026** and **QUESTION AND ANSWER TABLE OF 16 FEBRUARY 2026** is confidential because they contain confidential information as defined in section 3(1) of the *Local Government Act 2020*:

- e) legal privileged information; and
- l) information that was confidential information for the purposes of section 77 of the *Local Government Act 1989*.

.....  
**ARTHUR SKIPITARIS**  
General Manager Corporate Services  
02 March 2026

### 13.3. 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 3 March 2026.

#### RECOMMENDATION

***That Council:***

- 1. Note and receive the minutes from the Remuneration Committee meeting held on 3 March 2026 as attached; and***
- 2. Endorse the actions from the Remuneration Committee meeting held on 3 March 2026 as detailed in the attached minutes.***

#### ATTACHMENTS

1. Remuneration Committee Minutes 3 March 2026 [**13.3.1** - 3 pages]

#### OPTIONS

Council has the following options available:

1. Note and receive the minutes from the Remuneration Committee meeting held on 3 March 2026 and endorse the actions from the meeting; or
2. Not note and receive the minutes from the Remuneration Committee meeting held on 3 March 2026 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 3 March 2026 as attached; and
2. Endorse the actions from the Remuneration Committee meeting held on 3 March 2026 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.

## **GENDER IMPACT ASSESSMENT (GIA)**

Officers understand the requirements in relation to conducting GIA's to ensure Council remains compliant with obligations outlined in the *Gender Equality Act 2020*. The following determination was made.

A Gender Impact Assessment was not conducted as the policy, program or service does not meet the assessment requirement criteria.

## **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.



WELLINGTON  
SHIRE COUNCIL

## REMUNERATION COMMITTEE TUESDAY 3 MARCH 2026 – 8.30AM MINUTES

**PRESENT:** Councillor Cindy Madeley  
Councillor Carmel Ripper  
Councillor Catherine Bannerman  
David Morcom (Chief Executive Officer)  
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 November 2025 were accepted.

It was agreed to move future meetings to a meeting room at the Port of Sale.

**3. Actions from previous minutes**

Councillor Ripper queried why the costs associated with provision of internet are not included in the Councillor Costs and Reimbursements spreadsheets. General Manager Corporate Services undertook to provide a response.

**Response:** *These expenses are part of a larger invoice and have, until now, been costed in bulk to an IT ledger. We will ensure that those costs (and any others in the future) are being correctly directed to the Councillors ledgers and are included in the report at Item 4.*

**4. Councillor Costs and Reimbursements**

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

- Councillor Expense Summary Report YTD – 31 January 2026 (Attachment 1)

Councillor Bannerman requested further information on the payment of \$65.91 for travel expenses in July 2025.

General Manager Corporate Services 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 9.00am**

**Attachment 1 – Councillor Expense Summary Report YTD – 31 January 2026**

**Councillor Expenses and Reimbursements – Period 01 July 2025 – 31 January 2026**

	2025/26 Actuals	Commitments	Left to spend/receive after commitments	2025/26 Adopted Budget	2025/26 Adjusted Budget
<b>Councillor and Mayoral Allowances</b>	279,413.62	-	129,066.38	408,480.00	408,480.00
<b>Other Councillor expenses</b>	49,083.27	3,186.10	88,290.63	140,560.00	140,560.00
<b>Grand Total</b>	328,496.89	3,186.10	217,357.01	549,040.00	549,040.00

## 14. GENERAL MANAGER DEVELOPMENT

### 14.1. MONTHLY PLANNING DECISIONS - JANUARY 2026

#### 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 January 2026.

#### RECOMMENDATION

***That Council note the report on recent Planning Permit trends and Planning Application determinations between 1 January and 31 January 2026.***

#### 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 January and 31 January 2026 is included in Attachment 14.1.1 - Planning Decisions Report - January 2026.

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 14.1.2 - Planning Trends Report - January 2026.

#### ATTACHMENTS

1. Planning Decisions Report - January 2026 [**14.1.1** - 4 pages]
2. Planning Trends Report - January 2026 [**14.1.2** - 3 pages]

#### OPTIONS

Council has the following options available:

1. Receive 1 January to 31 January 2026 Planning Decisions Report; or
2. Not receive 1 January to 31 January 2026 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 January and 31 January 2026.

## **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.*

## **GENDER IMPACT ASSESSMENT (GIA)**

Officers understand the requirements in relation to conducting GIA's to ensure Council remains compliant with obligations outlined in the *Gender Equality Act 2020*. The following determination was made.

A Gender Impact Assessment was not conducted as the policy, program or service does not meet the assessment requirement criteria.

## **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 1/01/2026 AND 31/01/2026

<b>Application No/Year</b>	<b>Date Received</b>	<b>Property Title &amp; Address</b>	<b>Proposal</b>	<b>Status</b>
28-2.00/2024	18/12/2025	Assessment No. 450023 PC: 375551F 18-20 CALLADALE CT GORMANDEALE	Buildings and works associated with the construction of a dwelling.	Permit Issued by Delegate of Resp/Auth  22/01/2026
378-1.00/2024	25/11/2024	Assessment No. 367052 LOT: 3 TP: 668238A TRARALGON-MAFFRA RD TINAMBA	B & W associated with a horse-riding school, new driveway.	Withdrawn  22/01/2026
404-2.00/2024	18/09/2025	Assessment No. 9373 LOT: 1 PS: 833220Q 57 MARLEY ST SALE	Buildings and works associated with the construction of a dwelling.	Permit Issued by Delegate of Resp/Auth  14/01/2026
405-2.00/2024	11/12/2025	Assessment No. 191908 LOT: 6 PS: 313178 30-32 PRINCE ST ROSEDALE	B&W associated with the extension to an existing building.	Permit Issued by Delegate of Resp/Auth  21/01/2026
136-1.00/2025	8/05/2025	Assessment No. 86355 LOT: 13 LP: 4034 STRATFORD-MAFFRA RD STRATFORD	2 Lot Subdivision of the land (Boundary Realignment).	Permit Issued by Delegate of Resp/Auth  9/01/2026
192-1.00/2025	26/06/2025	Assessment No. 449827 LOT: S3 PS: 610645A STAM CT MAFFRA	Subdivision of land.	Permit Issued by Delegate of Resp/Auth  6/01/2026
203-1.00/2025	4/07/2025	Assessment No. 12229 LOT: 2 PS: 913925.BR2 480-482 RAYMOND ST SALE	Two lot subdivision of the land.	Permit Issued by Delegate of Resp/Auth  8/01/2026
258-1.00/2025	15/08/2025	Assessment No. 324236 LOT: 1 TP: 434470C 5 LICOLA-JAMIESON RD LICOLA	Use of the land for an event (Open Roads Group).	Permit Issued by Delegate of Resp/Auth  9/01/2026
280-1.00/2025	2/09/2025	Assessment No. 306126 CA: 11 SEC: 5 88 JOHNSON ST MAFFRA	B&Ws associated with the construction of replacement telecom facility.	Permit Issued by Delegate of Resp/Auth  6/01/2026
299-1.00/2025	17/09/2025	Assessment No. 16741 UNT: 2 RP: 19171 262 YORK ST SALE	Re-subdivide&create 3 new lots/alter exist building&parking/erect sign	Permit Issued by Delegate of Resp/Auth  30/01/2026
301-1.00/2025	18/09/2025	Assessment No. 239996 LOT: 368 LP: 50201 42 SANCTUARY RD LOCH SPORT	Buildings and works associated with the construction of a dwelling.	Permit Issued by Delegate of Resp/Auth  14/01/2026

**ATTACHMENT 14.1.1**

<b>Application No/Year</b>	<b>Date Received</b>	<b>Property Title &amp; Address</b>	<b>Proposal</b>	<b>Status</b>
314-1.00/2025	6/10/2025	Assessment No. 182832 LOT: 76 LP: 82059 2,300 SHORELINE DR THE HONEYSUCKLES	Buildings and works associated with the construction of a dwelling.	Permit Issued by Delegate of Resp/Auth  8/01/2026
319-1.00/2025	9/10/2025	Assessment No. 413732 LOT: 8 PS: 536484K 36 BROBERG CL HEYFIELD	Buildings and works associated with the construction of a dwelling.	Permit Issued by Delegate of Resp/Auth  30/01/2026
329-1.00/2025	21/10/2025	Assessment No. 54619 PTL: 2 PS: 94130 313-321 RAGLAN ST SALE	Buildings & works associated with the construction of lighting towers.	NOD issued by Delegate of Respon/Auth  23/01/2026
336-1.00/2025	24/10/2025	Assessment No. 118281 PC: 355095T 36-42 EDGEWATER DR GOLDEN BEACH	Buildings & works / construction of a dwelling and outbuilding.	Permit Issued by Delegate of Resp/Auth  19/01/2026
343-1.00/2025	31/10/2025	Assessment No. 97451 CA: 1D SEC: 2 ROSENEATH RD MEERLIEU	Four lot re-subdivision of the land.	NOD issued by Delegate of Respon/Auth  30/01/2026
360-1.00/2025	12/11/2025	Assessment No. 285122 LOT: 1 TP: 161505E BALLOONG RD WOODSIDE	Buildings & works / construction of a dwelling & access to a TZ2.	Permit Issued by Delegate of Resp/Auth  15/01/2026
362-1.00/2025	12/11/2025	Assessment No. 237941 PC: 102552 169-171 NATIONAL PARK RD LOCH SPORT	B&Ws associated with construction of extension to existing dwelling.	Permit Issued by Delegate of Resp/Auth  12/01/2026
365-1.00/2025	14/11/2025	Assessment No. 93096 CA: 15 SEC: A GLENFERN RD STOCKDALE	Buildings and works associated with the construction of a dwelling.	Permit Issued by Delegate of Resp/Auth  5/01/2026
366-1.00/2025	14/11/2025	Assessment No. 307116 LOT: 1 TP: 907289D 89 JOHNSON ST MAFFRA	Buildings & works/construction of building/use of land for indoor rec.	Permit Issued by Delegate of Resp/Auth  20/01/2026
367-1.00/2025	14/11/2025	Assessment No. 24885 LOT: 23 LP: 51849 9 HOWARD ST SALE	Buildings and works associated with the construction of 3 dwellings.	Permit Issued by Delegate of Resp/Auth  7/01/2026
374-1.00/2025	18/11/2025	Assessment No. 218586 LOT: 799 LP: 52648 5 BEACHCOMBER RD GOLDEN BEACH	Buildings and works associated with the construction of a dwelling.	Permit Issued by Delegate of Resp/Auth  12/01/2026
375-1.00/2025	20/11/2025	Assessment No. 99028 CA: 4 SEC: 1 UPPER DARGO RD DARGO	Buildings & works / construction of agricultural outbuilding.	Permit Issued by Delegate of Resp/Auth  22/01/2026

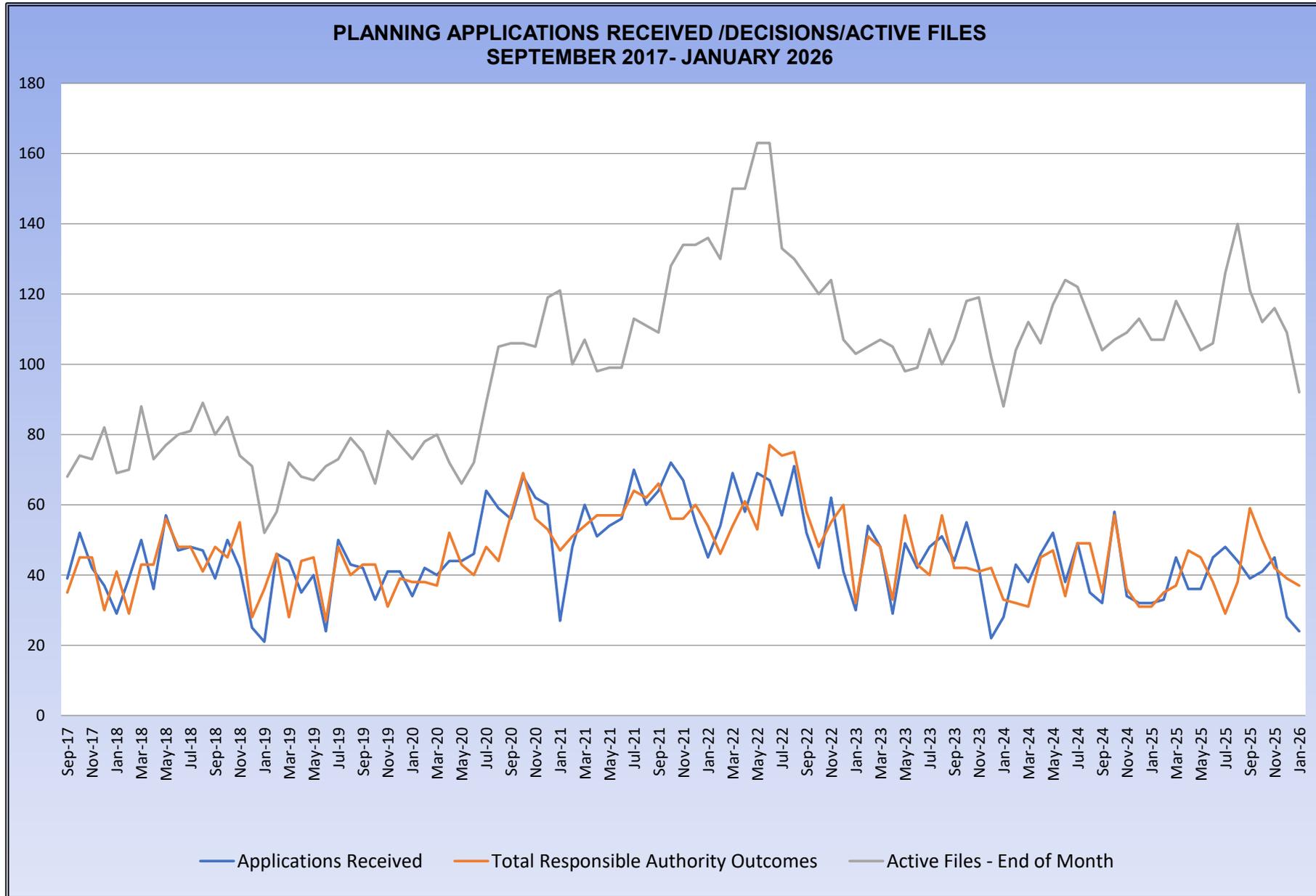
**ATTACHMENT 14.1.1**

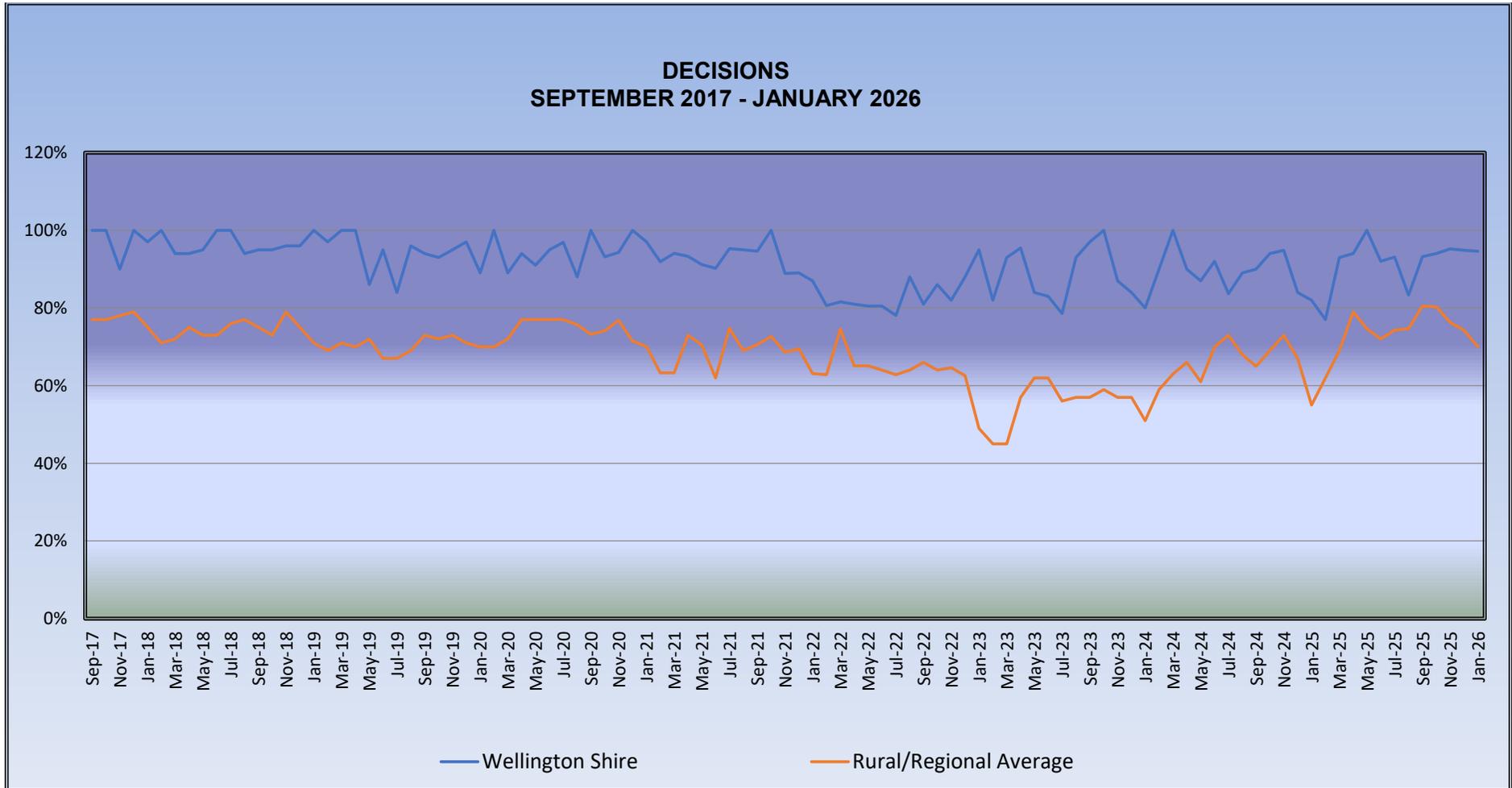
<b>Application No/Year</b>	<b>Date Received</b>	<b>Property Title &amp; Address</b>	<b>Proposal</b>	<b>Status</b>
378-1.00/2025	25/11/2025	Assessment No. 458604 LOT: 3 PS: 716913L 9C BOGGY CREEK RD LONGFORD	Buildings and works associated with the construction of a dwelling.	Permit Issued by Delegate of Resp/Auth  9/01/2026
387-1.00/2025	2/12/2025	Assessment No. 224162 LOT: 2450 LP: 70941 44 BERNADETTE AVE LOCH SPORT	Buildings and works associated with the construction of a carport.	Withdrawn  20/01/2026
392-1.00/2025	10/12/2025	Assessment No. 358333 LOT: 1 TP: 324782V 834 BUNDALAGUAH RD BUNDALAGUAH	B&Ws associated with construction of extension to existing dwelling.	Permit Issued by Delegate of Resp/Auth  30/01/2026
395-1.00/2025	11/12/2025	Assessment No. 290874 LOT: 1 TP: 297973J 287 COMMERCIAL RD YARRAM	B&W for the demolition of a fence & construction of a fence.	Permit Issued by Delegate of Resp/Auth  30/01/2026
397-1.00/2025	12/12/2025	Assessment No. 278713 LOT: 1 PS: 221589 66 TARRAVILLE RD PORT ALBERT	Buildings & works associated with the construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth  19/01/2026
401-1.00/2025	16/12/2025	Assessment No. 430694 LOT: 2 PS: 610616H 123 TYLERS RD PEARSONDALE	Buildings and works associated with the construction of a dwelling.	Permit Issued by Delegate of Resp/Auth  12/01/2026
2-1.00/2026	5/01/2026	Assessment No. 47217 LOT: 1 TP: 134092 225-227 RAYMOND ST SALE	Buildings & works / alter existing building & install business sign.	Permit Issued by Delegate of Resp/Auth  15/01/2026
3-1.00/2026	7/01/2026	Assessment No. 207332 LOT: 1 TP: 297156 6,357 SOUTH GIPPSLAND HWY LONGFORD	Buildings & works / construction of an outbuilding (retrospective).	Permit Issued by Delegate of Resp/Auth  19/01/2026
4-1.00/2026	7/01/2026	Assessment No. 409417 LOT: 2 PS: 649537K 513 BOISDALE-NEWRY RD NEWRY	Buildings & works / construction of an agricultural building.	Permit Issued by Delegate of Resp/Auth  20/01/2026
7-1.00/2026	8/01/2026	Assessment No. 428151 LOT: 1 PS: 627868J 424 BOISDALE-STRATFORD RD MAFFRA	Buildings & works / construction of a farm shed.	Permit Issued by Delegate of Resp/Auth  22/01/2026
8-1.00/2026	14/01/2026	Assessment No. 279224 LOT: 7 PS: 33634 40 SARENA PDE ROBERTSONS BEACH	Buildings and works associated with the construction of an outbuilding	Permit Issued by Delegate of Resp/Auth  29/01/2026
10-1.00/2026	15/01/2026	Assessment No. 358721 CA: 53D 445 COMMONYARD RD NEWRY	Buildings and works associated with the completion of a dwelling.	Permit Issued by Delegate of Resp/Auth  28/01/2026

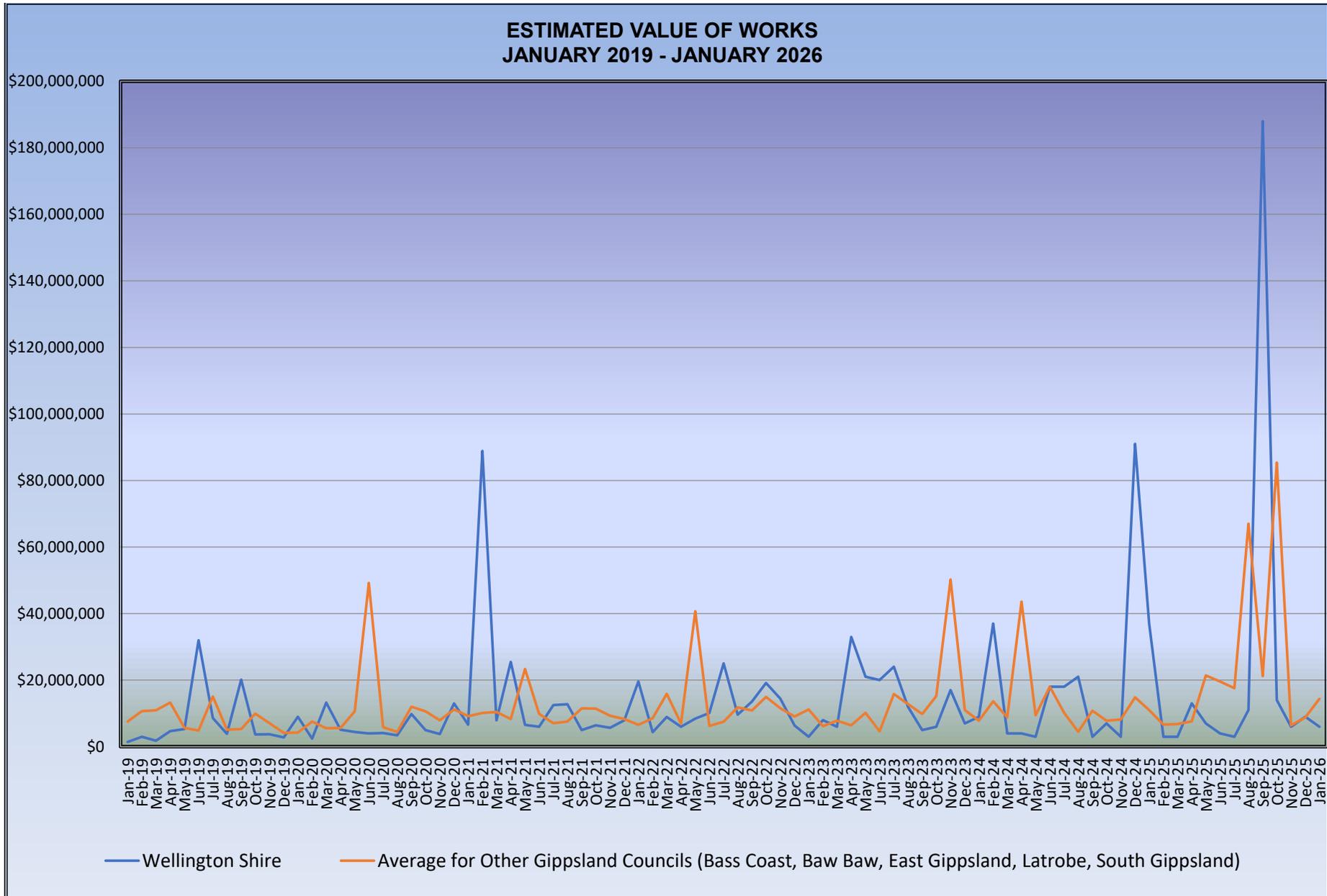
**ATTACHMENT 14.1.1**

<b>Application No/Year</b>	<b>Date Received</b>	<b>Property Title &amp; Address</b>	<b>Proposal</b>	<b><u>Status</u></b>
11-1.00/2026	16/01/2026	Assessment No. 10330 LOT: 1 PS: 404795E 155 PEARSON ST SALE	Buildings & works associated with the construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth  30/01/2026
15-1.00/2026	21/01/2026	Assessment No. 50534 LOT: 2 TP: 591503J 57-59 YORK ST SALE	Removal of front hedge.	Permit Issued by Delegate of Resp/Auth  29/01/2026

**Total No of Decisions Made: 37**







## 14.2. UPDATE FLOODING PROVISIONS - DRAFT PLANNING SCHEME AMENDMENT C125WELL

### ACTION OFFICER: MANAGER PLANNING AND BUILDING

#### PURPOSE

The purpose of this report is to seek a Council resolution to obtain formal consent from the Minister for Planning to proceed with the public exhibition of draft Planning Scheme Amendment C125well and request the appointment of an independent 'Flood related Amendments Standing Advisory Committee', to consider unresolved submissions received in response to the period of public exhibition.

#### RECOMMENDATION

***That Council:***

1. ***Seek formal written consent from the Minister for Planning to prepare and give notice of draft Planning Scheme Amendment C125well to the Wellington Planning Scheme, to implement the findings of the following flood studies:***
  - a. ***Corner Inlet Dynamic Storm Tide Modelling Assessment (June 2014)***
  - b. ***The Effect of Climate Change on Extreme Sea Levels along Victoria's Coast (November 2009)***
  - c. ***Seaspray Flood Study – Summary Report (May 2016)***
  - d. ***Gippsland Lakes Flood Level Modelling Project (2004)***
  - e. ***Avon River Regional Flood Mapping – Project Report (2016)***
  - f. ***Macalister Flood Study Stage 2 – Study Report (2011)***
  - g. ***Final Hydrology and Hydraulic Report – Upper Thomson River Flood Study (2021)***
  - h. ***Heyfield Wetland Flood Study (2024)***
  - i. ***Lower Thomson River Flood Study (2019)***
  - j. ***Glengarry Eaglehawk Flood Study (2020)***
  - k. ***Rosedale Flood Study – Summary Report (2016)***
  - l. ***Floodplain mapping for Toongabbie Flood Township (2016)***
  - m. ***Nambrok Creek Flood Assessment (2015)***
  - n. ***Nambrok Creek Princes Highway East Duplication – Kilmany Section – Hydrology and Hydraulic Investigations Report (2018)***
  - o. ***Final Study Report – Latrobe Flood Study (2015)***
  - p. ***Merrimans Creek Flood Study (2015)***
  - q. ***Bruthen Creek Flood Study 2025***
  - r. ***Floodplain mapping for Albert and Jack River Flood Study (2024)***
  - s. ***Flood Risk Report – Dargo Valley – Rapid Estimation of Flood Risk in Upland Floodplain Areas (2017)***
  - t. ***Briagolong Flood and Drainage Study (2018)***
  - u. ***Maffra Drainage and Integrated Water Management Strategy (2020)***

- v. *Floodplain mapping for Hedley (2024)*
  - w. *Gippsland Lakes Flood Level Declaration (2006)*
2. *Once written consent is granted, exhibit draft Planning Scheme Amendment C125well for a period of 60 days.*
  3. *Seek the advice of the relevant Catchment Management Authority for any planning permit applications (received from 17 March 2026 onwards) on newly mapped flood areas affected by draft Amendment C125well.*
  4. *Introduce flood controls in accordance with the draft planning scheme maps and schedules in Attachment 14.2.1 – Draft Planning Scheme Amendment Documents and to utilise the Flood-related Standing Advisory Committee to review unresolved submissions, if required.*
  5. *Where all submissions are resolved or no submissions to the draft Planning Scheme Amendment C125well are received, request the Minister for Planning to:*
    - a. *Prepare Amendment C125well to the Wellington Planning Scheme under section 89 of the Planning and Environment Act 1987;*
    - b. *Use their powers of intervention under section 20(4) to exempt themselves from the notice requirements of sections 17, 18 and 19 of the Planning and Environment Act 1987; and*
    - c. *Adopt and approve the Amendment under sections 29 and 35 of the Planning and Environment Act 1987 to introduce flood controls in accordance with Attachment 14.2.1 – Draft Planning Scheme Amendment Documents.*
  6. *Where submissions remain unresolved:*
    - a. *Request that the Minister for Planning refer the draft Planning Scheme Amendment C125well and all submissions to the Flood-related Amendments Standing Advisory Committee, and following receipt of the Advisory Committee’s Report;*
    - b. *Request the Minister for Planning:*
      - i. *Prepare Amendment C125 to the Wellington Planning Scheme under section 8 of the Planning and Environment Act 1987;*
      - ii. *Use the powers of intervention under section 20(4) to exempt themselves from the notice requirements of sections 17, 18 and 19 of the Planning and Environment Act 1987; and*
      - iii. *Adopt and approve the Amendment under sections 29 and 35 of the Planning and Environment Act 1987 to introduce flood controls in accordance with Attachment 14.2.1 – Draft Planning Scheme Amendment Documents.*
  7. *Formally rescind Item C3.2 Planning Scheme Amendment C99 – Flood Mapping and Flood Policy Update of the Council Meeting held on 18 June 2019, which lay the report on Amendment C99 on the table and not proceed further with the Planning Scheme Amendment C99.*

## BACKGROUND

Wellington Shire Council has a statutory duty to ensure that flood risk and community safety in flood prone areas is appropriately and effectively managed.

It is a requirement of both state government planning policy and the '*Victorian Floodplain Management Strategy*', to ensure that flood-prone land is mapped in the Wellington Planning Scheme (the Scheme), including land predicted to be inundated by future sea-level rise, using the most up-to-date data and modelling available.

East and West Gippsland Catchment Management Authorities ('the CMAs'), Council and CSIRO have prepared flood studies, together with other technical drainage and climate change reports that provide the most up-to-date information required to be translated into the Scheme.

Draft Planning Scheme mapping has been prepared that has incorporated climate change considerations to the year 2100 where data is available and associated planning provisions that have been drafted to respond to, and manage the risks associated with developing within areas that are identified as flood prone.

Draft Amendment C125well is 'municipal-wide' and affects all land currently in the Floodway Overlay (FO) and the Land Subject to Inundation (LSIO), together with newly recognised parcels of land that have been identified as being within a flood prone area in a 1% AEP<sup>1</sup> flood event. Draft Amendment C125well proposes to replace the existing flood overlay controls within the Scheme with revised FO and LSIO's to reflect the most up to date flood data available. Where the data is available, this includes both riverine and coastal areas estimated to be inundated under a future climate scenario (year 2100).

Draft Amendment C125well proposes to:

- Update the flood mapping across the whole of the Wellington Shire to accurately identify land assessed as being flood prone. This includes land affected by riverine and coastal inundation where the data is available, the mapping reflects flooding with projected climate change impacts (year 2100 rather than current day scenario).
- Introduce an exemption from the need for a planning permit for a single dwelling on residentially zoned land – subject to specified criteria, including that the finished flood level is above a Nominal Flood Protection Level (NFPL), restrictions relating to placement of fill on the land and approval of plans, as part of a streamlined consent process.
- Introduce key changes to the FO (Clause 44.03) and LSIO (Clause 44.04) Schedules, including the insertion of objectives and statement of risk, specific requirements relating to extensions to non-habitable buildings, requirements relating to fencing and other works.
- Introduce new permit application requirements and decision guidelines.
- Update the Municipal Planning Strategy at Clause 02.0-33 relating to Environmental risks and amendment, and updates to Clause 11.03-4L relating to coastal settlement and Clause 13.03-1L relating to the floodplain management with supporting land use policy.

A copy of the documentation associated with draft Amendment C125well is included in Attachment 14.2.1 – Draft Planning Scheme Amendment Documents to this report.

### Flood Studies and Technical Reports

Draft Amendment C125well is required to formally recognise new data/modelling arising from a number of flood studies and technical reports, that have been completed over a 20-year period.

The information will be formally implemented into the Wellington Planning Scheme through the application of the FO and LSIO to land that the studies have identified as being subject to flooding in a 1% AEP<sup>1</sup> flood event - including riverine, coastal and overland flows. Where data is available the mapping reflects flooding with projected climate change (year 2100).

A copy of the relevant flood studies and technical reports will be made available to the community as part of the public exhibition of Draft Amendment C125well and the associated engagement and community consultation process.

### Catchment Management Authorities

Floodplain management within the Wellington Shire is the responsibility of the East and West Gippsland Catchment Management Authorities.

All currently available studies recommended by the East and West Gippsland CMAs for implementation are proposed to be included in Draft Amendment C125well to ensure all currently modelled flood affected areas are identified.

### Flood-related Amendments Standing Advisory Committee

The Department of Transport and Planning (DTP) in conjunction with East Gippsland and West Gippsland CMAs, recommends that Council utilise the State Government's 'Flood-related Amendments Standing Advisory Committee' (SAC) to independently review unresolved submissions to Amendment C125well.

The SAC has been specifically established to consider matters relating to the implementation of flood studies into planning schemes and includes a panel of subject matter technical experts.

The benefits associated with utilising the SAC pathway, include:

- An independent assessment of unresolved submissions to Amendment C125well.
- Achieving an outcome aligned with current best practice in flood control management.
- Securing State Government prioritisation of the Amendment.
- Increasing certainty in decision-making for all stakeholders.

The SAC pathway allows for the Minister for Planning to become the 'planning authority' for the Amendment and as such, responsible for its determination under the provisions of Section 20(4) of the *Planning and Environment Act 1987*.

### Climate change considerations

The draft Amendment is informed by the best available science, information and data for climate for increased climate resilience. Where the data is available, the Amendment mapping has incorporated climate change considerations to the year 2100. Each of the associated flood studies and technical reports explain the relevant methodology.

Coastal land currently susceptible to storm surge inundation and land anticipated to be impacted by coastal inundation in the year 2100 are included. In coastal locations climate

considerations (including increased rainfall events) have also been accounted for in the proposed mapping.

### Proposed Schedules to the Floodway Overlay (FO) and Land Subject to Inundation Overlay (LSIO)

The use of the FO and LSIO from the Victorian Planning Provisions 'toolkit' are considered to be the most appropriate mechanisms to identify, assess and regulate development in the form of buildings and works within areas affected by their application.

Floodway Overlays apply to land that:

- Convey main flood flows.
- Experience deep and/or fast-moving water.
- Is considered high hazard.

This is essentially land that must remain open so floodwaters can move through without restriction. These areas generally carry the majority of floodwater; have higher velocities and depths and therefore pose greater risk to life and property.

The primary objective of the FO is to prevent obstruction of flood flows; maintain floodway capacity and minimise erosion and safety risk. On this basis, planning focuses on avoiding buildings in flow paths and ensuring development doesn't redirect water.

Land Subject to Inundation Overlays apply to land that:

- Is flood-prone, but not part of the main flow path.
- Is typically inundated in the 1% AEP<sup>1</sup> (1-in-100 year) flood event.
- Has lower hazard than FO areas.

This is land that fills up during a flood, rather than the land that actively carries it. The primary objective of the LSIO is to ensure that development responds to flood risk and avoids worsening flood behaviour. On this basis planning focuses on finished floor levels; flood-resilient design and managing no increase in flood levels.

The application of the Flood Overlay - Schedule 1 and the Land Subject to Inundation Overlay - Schedule 1 will ensure that the risks associated with developing in floodplains and coastal areas are appropriately and effectively managed through tailored planning provisions specific to each 'level' of flood risk.

Of particular note for single dwellings on single vacant lots in residential zones, the draft Amendment proposes a permit exemption (within the Schedule to the LSIO), subject to amongst other things, finished floor levels, as part of a streamlined consent process.

A key difference of note between the FO and LSIO is that the FO prohibits the subdivision that creates lots which are entirely within the floodway overlay.

The East and West Gippsland CMA's have adopted a flood depth threshold of 0.3 metres to guide the application of the FO. The FO applies to land subject to 1% AEP<sup>1</sup> flooding where the modelled flood depth exceeds 0.3 metres.

<sup>1</sup> Annual Exceedance Probability (AEP) is another term which expresses the likelihood of a flood of a given size or larger occurring in a given year. AEP is expressed as a percentage (%). If a flood has an AEP of 1%, it has a one in 100 likelihood of occurring in any given year

### Net Community Benefit

The provision of updated flooding information within the Planning Scheme will have a net community benefit by ensuring that the risk of flooding is appropriately considered in future planning and that risks from flooding can be effectively managed and minimised.

The updated mapping will equip Council to plan for future growth in low-risk locations to minimise the impact of natural hazards on the community, development and infrastructure.

The insertion of planning permit exemptions will result in a more streamlined process, increased transparency and clarity for landowners and the developer community.

### Planning Scheme Amendment C99 – Updated Flood Controls

Planning Scheme Amendment C99 was presented to Council on 18 June 2019. The Council decision was:

***“That the report on Amendment C99 lay on the table so Councillors can obtain additional information on Wellington Shire’s proposed policy response to updated flood mapping and implications of how future development will be assessed”.***

There were no time considerations.

Draft Amendment C125well to the Wellington Planning Scheme supersedes the proposed mapping and planning scheme amendment documentation contained in C99.

It is recommended not to proceed with proposed Amendment C99 and that the matter be rescinded.

## **ATTACHMENTS**

1. Draft Planning Scheme Amendment Documents [**14.2.1** - 1 page]

## **OPTIONS**

Council has the following options available:

1. a) To request written consent from the Minister for Planning, as the Planning Authority, to prepare and give notice of draft Planning Scheme Amendment C125well – Flood Mapping Update, pursuant to Section 8 of the *Planning and Environment Act 1987* and utilise the ‘Flood-related Amendments Standing Advisory Committee’, to review unresolved submissions.  
b) Continue to advocate and meet with representatives of the Department of Environmental and Climate Change (DEECA) to seek grant funding to assist with the implementation of draft Amendment C125 to the Wellington Planning Scheme.  
c) Continue to work in partnership with the East and West Gippsland Catchment Management Authorities to deliver updated mapping and schedules to the Wellington Planning Scheme based in the best available flooding data.
2. To not prepare the request for written consent from the Minister for Planning to prepare and give notice of draft Planning Scheme Amendment C125well – Flood Mapping Update, pursuant to section 8 of the *Planning and Environment Act 1987* and utilise the ‘Flood-related Amendments Standing Advisory Committee’, to review unresolved submissions.

3. Delay a request for seeking written consent from the Minister for Planning to prepare and give notice of draft Planning Scheme Amendment C125well until such time as the State Government provide grant funding to provide financial resources associated with the draft Amendment and utilisation of the 'Flood-related Amendments Standing Advisory Committee'.

The recommendation is to proceed with Option 1.

## **PROPOSAL**

That Council resolve to seek written consent from the Minister for Planning to prepare and give notice of the draft Amendment C125well to the Wellington Planning Scheme to introduce updated flood controls in accordance with the recommendations of the cited flood studies and technical reports.

That the public notice of the draft Amendment C125well to the Wellington Planning Scheme includes a minimum period of public exhibition of 60 days and be supported by an extensive community consultation process, including letters to landowners and detailed website materials.

## **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:

*Planning to support future growth and changing needs of our community.*

**Strategic Objective Four: Natural Environment** – *A healthy natural environment, protected and nurtured for generations to come* – states the following strategy:

*Strengthening natural disaster resilience and emergency response preparedness.*

## **GENDER IMPACT ASSESSMENT (GIA)**

Officers understand the requirements in relation to conducting GIAs to ensure Council remains compliant with obligations outlined in the *Gender Equality Act 2020*. The following determination was made.

A Gender Impact Assessment has not been conducted as the policy, program or service does not meet the assessment requirement criteria.

## **FINANCIAL IMPACT**

An application for funding utilising the '*Regional Flood-Related Amendments Program*', for regional councils was lodged in February 2025. Council was advised in December 2025 that it was unsuccessful in its bid, given that the funding pathway program had ended in the wake of a Departmental restructure.

Council is continuing to pursue options for alternative sources of funding via the Department of Transport (DTP) and Department of Environment and Climate Change Action (DEECA).

To-date, the financial cost of draft Amendment C125well has been accommodated within Council's operational strategic planning budget for 2025/26. A previous grant from the Floodplain Management Unit of the Department of Environment, Land, Water and Planning (DEWLP) has been held in abeyance for expenditure as part of this Amendment process.

Council is required to pay all fees to the Minister for Planning for the draft Planning Scheme Amendment and will include the costs associated with the, 'Flood-related Amendments Standing Advisory Committee'.

Officers continue to advocate for grant funding to assist with the implementation of the flood studies into the Wellington Planning Scheme.

## **COMMUNICATION IMPACT**

The draft Amendment will affect areas of land across the whole of the municipality that are currently subject to riverine and coastal inundation as well as some townships where flood control currently do not exist and will be introduced, including Port Albert, Dargo and Briagolong.

On this basis, the draft Amendment is expected to generate significant community interest and response. To ensure that opportunities exist for all landowners to be informed and engaged, a communication plan has been prepared, the details are outlined in the Engagement section of this report.

## **LEGISLATIVE IMPACT**

Draft Amendment C125well to the Wellington Planning Scheme has been prepared having regard for the *Planning and Environment Act 1987*, the provisions of the Wellington Planning Scheme, including relevant Planning Policy Frameworks and Ministerial Directions.

The following Ministerial Directions have been integrated into the preparation of the Draft Amendment C125well:

- *Ministerial Direction – The Form and Content of Planning Schemes.*
- *Ministerial Direction No:11 – Strategic Assessment of Amendments.*
- *Ministerial Direction No:13 – Managing Coastal hazards and the coastal impacts of climate change.*
- *Ministerial Direction No: 15 – The Planning Scheme Amendment process.*

Wellington Shire Council is committed to upholding the Human Rights principles as outlined in the *Charter of Human Rights and Responsibilities Act 2006 (Vic)*.

The Department of Transport and Planning (DTP) and the East and West Gippsland CMA's have provided their 'in principle' support for Amendment C125well.

## **RESOURCES AND STAFF IMPACT**

There are significant impacts to the organisational resources associated with draft Amendment C125well, requiring allocation of team members and resources from the Planning, Customer Service and Communication Teams for implementation.

A collaborative approach is being undertaken within the organisation and with the East and West Gippsland CMAs to support the preparation of draft Amendment C125well and the customer service roles associated with the community consultation phase.

## **COMMUNITY IMPACT**

Draft Amendment C125well will enhance resilience within the Shire's towns and communities and assist in the protection of life, property and community infrastructure from flood hazard by applying appropriate planning controls to areas identified as being at risk of flooding. This ensures that the most up-to-date flood information is available and informs decision making associated with infrastructure provision and assessment for development proposals within flood prone areas.

Draft Amendment C125well seeks to strike a balance between regulation and managing future flood risk, for example, by exempting single dwellings from requiring a planning permit when specified requirements are met, but ensuring that any proposals which seek to intensify development in a flood prone locality, such as multiple dwellings and subdivision on single lots, are more stringently assessed through the planning permit process. Subdivision within areas subject to the Flood Overlay will be prohibited, in most cases.

It is anticipated that there will, in some cases, be a negative response to Draft Amendment C125well – particularly where new provisions are proposed. It is critical to emphasise the importance of Council's statutory duty to ensure that the Planning Scheme is relevant and up to date, based on the best available flood data and modelling, and complies with State Government Planning Policy Framework.

## **ENVIRONMENTAL IMPACT**

Draft Amendment C125well will assist in the protection of the natural flood carrying capacity and storage function of the floodplains and waterways, as well as floodplain areas of environmental significance and importance to river health.

## **ENGAGEMENT IMPACT**

Community consultation has previously been undertaken in part of the East Gippsland and West Gippsland CMA's as part of the preparations of some of the flood studies and associated technical reports. Consultation has not occurred relating to all the flood studies and technical reports.

Further consultation will occur as part of the public exhibition of the draft Amendment C125well, with the availability of the flood studies as part of the communication approach to be conducted. This approach will clearly communicate the proposed changes to the planning controls and availability of the flood data and modelling to support the modified mapping.

Following receipt of written consent from the Minister for Planning to prepare and give public notice the draft Amendment process will include an extensive engagement and consultation program to ensure that all affected landowners, occupiers, statutory authorities and other key stakeholders are informed of the detail of the draft Amendment and have an opportunity to provide feedback.

This will include:

- Notice of preparation of the draft Amendment in the Victorian Government Gazette and local newspapers.
- Standard notification letters to affected landowners and authorities (not occupiers). A detailed Frequently Asked Questions will be enclosed with the notice.
- A formal public notice of the draft Amendment over a 60 day period.
- Media release at key stages of the draft Amendment process.
- A dedicated Draft Amendment C125 page on Council's website, including an online mapping portal to view the proposed flood mapping extents. The website will be available for viewing and contain relevant background information, support information to assist the community in understanding the draft Amendment. This will include links to the relevant flood studies and technical reports.
- All draft Amendment materials will be available to view in hard copy at Council Service Centres and libraries for public viewing.
- Landowners wanting to discuss the draft Amendment C125 will have an opportunity to book a timeslot for telephone calls with Council, and if required, the CMAs.
- Any unresolved submissions will be referred to the Flood-related Amendments Standing Advisory Committee for independent consideration.
- An Engagement Report will be prepared to support the referral of unresolved submissions to the SAC. The SAC will provide a recommendation on the submissions directly to the Minister for Planning prior to any decision being made on the draft Amendment.

## **RISK MANAGEMENT IMPACT**

From a risk and community perspective, it is critical that Council ensures that its Planning Scheme is relevant and up to date and as such reflects the best available data and modelling information.

## **REFERENCES**

<sup>1</sup> Annual Exceedance Probability (AEP) is another term which expresses the likelihood of a flood of a given size or larger occurring in a given year. AEP is expressed as a percentage (%). If a flood has an AEP of 1%, it has a one in 100 likelihood of occurring in any given year.

**Attachment\_14.2.1 – Draft Planning Scheme Amendment Documents**

Refer to Wellington Shire Council website:

[Draft C125 Planning Scheme Amendment Documents](#)

## 15. FURTHER GALLERY AND ONLINE COMMENTS

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

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

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

ONLINE COMMENTS –

FURTHER GALLERY COMMENTS –

Meeting declared closed at:

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

## 16. IN CLOSED SESSION

### COUNCILLOR

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

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

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IN CLOSED SESSION

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### COUNCILLOR

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

Meeting declared closed at: