



WELLINGTON
SHIRE COUNCIL

The Heart of Gippsland

Council Meeting Agenda

Meeting to be held at

Port Of Sale Civic Centre

Foster Street, Sale

Tuesday 19 May 2015, commencing at 6pm

or join Wellington on the Web:

www.wellington.vic.gov.au

ORDINARY MEETING OF COUNCIL – 19 MAY 2015

AGENDA & TABLE OF CONTENTS

	ITEM	PAGE NUMBER
A	PROCEDURAL	
A1	STATEMENT OF ACKNOWLEDGEMENT AND PRAYER	
A2	APOLOGIES	
A3	DECLARATION OF CONFLICT/S OF INTEREST	
A4	CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETING	7
A5	BUSINESS ARISING FROM PREVIOUS MEETING/S	9
A6	ACCEPTANCE OF LATE ITEMS	10
A7	NOTICES OF MOTION	11
A8	RECEIVING OF PETITIONS OR JOINT LETTERS	12
	Item A8(1) Outstanding Petitions	13
	Item A8(2) Receipt of Petition: Request for street lights at The Honeysuckles	14
	Item A8(3) Receipt of Petition: Request to cease drumming from 132 The Boulevard, Paradise Beach	23
A9	INVITED ADDRESSES, PRESENTATIONS OR ACKNOWLEDGEMENTS	31
A10	QUESTIONS ON NOTICE	32
A11	MAYOR'S REPORT	35
A12	YOUTH COUNCIL REPORT	37
B	REPORT OF DELEGATES	39
C	OFFICERS' REPORT	
	C1 CHIEF EXECUTIVE OFFICER	51
	ITEM C1.1 CHIEF EXECUTIVE REPORT	52
	ITEM C1.2 APRIL PERFORMANCE REPORT	55
	C2 GENERAL MANAGER CORPORATE SERVICES	67
	ITEM C2.1 ASSEMBLY OF COUNCILLORS	68

	ITEM	PAGE NUMBER
	ITEM C2.2 REMUNERATION COMMITTEE MINUTES	74
	C3 GENERAL MANAGER DEVELOPMENT	78
	ITEM C3.1 PROPOSED TENDER AWARD – MUNICIPAL POUND AND ANIMAL SHELTER SERVICES	79
	C4 GENERAL MANAGER BUILT & NATURAL ENVIRONMENT	82
	ITEM 4.1 WEST SALE AIRPORT – EASTERN PRECINCT FREEHOLD LAND	83
	C5 GENERAL MANAGER COMMUNITY AND CULTURE	201
	ITEM C5.1 BRIAGOLONG QUARRY RESERVE CoM MEETING NOTES	202
	ITEM C5.2 BRIAGOLONG RECREATION RESERVE CoM MEETING NOTES	210
	ITEM C5.3 CAMERON SPORTING COMPLEX CoM MEETING NOTES	216
	ITEM C5.4 COMMUNITY ASSISTANCE GRANTS – EVENTS AND PROJECTS MARCH 2015	226
D	URGENT BUSINESS	234
E	FURTHER GALLERY AND CHAT ROOM COMMENTS	234
F	CONFIDENTIAL ATTACHMENTS	235
	ITEM F1.1 PROPOSED TENDER AWARD – MUNICIPAL POUND AND ANIMAL SHELTER SERVICES	236
	ITEM F1.2 WEST SALE AIRPORT EASTERN RECREATION AVIATION PRECINCT FREEHOLD LAND DEVELOPMENT	237
G	IN CLOSED SESSION	238



Council Meeting Information

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

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

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



A - PROCEDURAL



STATEMENT OF ACKNOWLEDGEMENT

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



PRAYER

***“Almighty God, we ask your blessing upon the Wellington
Shire Council, its Councillors, officers, staff and their families.
We pray for your guidance in our decisions so that the
true good of the Wellington Shire Council may result to
the benefit of all residents and community groups.”***

Amen



A - PROCEDURAL

A4 CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETING/S

ITEM A4

ADOPTION OF MINUTES OF PREVIOUS MEETING/S

ACTION OFFICER:

GENERAL MANAGER CORPORATE SERVICES

DATE:

19 MAY 2015

OBJECTIVE

To adopt the minutes of the Ordinary Council Meeting of 5 May 2015 as tabled.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council adopt the minutes and resolutions of the Ordinary Council Meeting of 5 May 2015 as tabled.

CONFLICT OF INTEREST

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



A - PROCEDURAL

A5 BUSINESS ARISING FROM PREVIOUS MEETING/S

ITEM A5

BUSINESS ARISING FROM PREVIOUS MEETING/S

ACTION OFFICER

CHIEF EXECUTIVE OFFICER

DATE:

19 MAY 2015

ITEM	FROM MEETING	COMMENTS	ACTION BY
Nil			



A - PROCEDURAL

A6 ACCEPTANCE OF LATE ITEMS



A - PROCEDURAL

A7 NOTICE/S OF MOTION



A - PROCEDURAL

A8 RECEIVING OF PETITIONS OR JOINT LETTERS

ITEM A8(1)

OUTSTANDING PETITIONS

ACTION OFFICER

CORPORATE SERVICES

DATE:

19 MAY 2015

ITEM	FROM MEETING	COMMENTS	ACTION BY
Nil			

ITEM A8(2)**RECEIPT OF PETITION: REQUEST FOR STREET LIGHTS AT THE HONEYSUCKLES**

DIVISION: BUILT & NATURAL ENVIRONMENT
 ACTION OFFICER: MANAGER BUILT ENVIRONMENT
 DATE: 19 MAY 2015

Financial	Communication	Legislative	Council Policy	Council Plan	Resources & Staff	Community	Environmental	Consultation	Risk Management
		✓							

OBJECTIVE

To present Council with a petition requesting street lights at the Honeysuckles.

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

That Council receive the attached petition requesting street lights at The Honeysuckles.

BACKGROUND

A petition containing 84 signatures has been received by Council.

A copy of the petition is attached for Council information.

LEGISLATIVE IMPACT

Section L6.59 of Wellington Shire Council Processes of Municipal Government (Meetings and Common Seal) Local Law No 1 provides for petitions and joint letters:

“A petition or joint letter presented to the Council must lay on the table for a period determined by the Council but not exceeding the next two Council Meetings. No motion, other than to receive the petition or joint letter may be accepted by the Chairperson, unless the Council unanimously agrees to deal with it earlier.”

22/04/15

Kerry Pettersen
18 Macassar Crs
The Honeysuckles
Vic 3851

Dear Ray

Re: Petition for Street Lights at The Honeysuckles

Firstly, I would like to clarify that the residents who have signed the petition enclosed, are solely wanting the lights in the Honeysuckles to be turned on and are not making any comment on the other issues, which were raised in the former petition.

I have been surprised as to the amount of interest some part time residents have taken in the petition one resident of which has even had the audacity to offer me monies not to continue.

Having examined the original petition I have noted there are some residents who have now changed their mind on wanting street lights and having spoken with most of them personally, I can state that the general feeling is that they would like the lights to assist in security and safety.

Given that the lights are in situ and the infrastructure is there a lot of the residents feel this is an opportunity when the council could make life a little easier for the ageing population within The Honeysuckles.

Whilst there is some empathy for those of our community who enjoy starlight nights, the majority of permanent residents wish to have The Honeysuckles seen as a legitimate residential area with street lighting and 60 km road speed.

Kind Regards

Kerry Pettersen

 0427392707



THE HONEYSUCKLES

Request by residents To have Street Lights

April 2015

Recently we have all seen the light poles in The Honeysuckles finally fitted with light fittings, a few weeks later they were removed. This petition is a request by residents of The Honeysuckles to have lights fitted permanently and illuminated at night.

Name	Address	sign
Terrey Cranger		J. Cranger
Isobel Clement		Isobel Clement
CATHERINE KEENE		C. Keene
S. P. Baker		S. P. Baker
J. Simms		J. Simms
Bonny Simms		B. Simms
Grant Miller		G. Miller
Tracey Miller		T. Miller
CHRISTIAN SMITH		C. Smith
Ray Anne		Ray Anne
PAM PAUL		P. Paul
ROD PETERSON		R. Peterson
Kym Peterson		K. Peterson
Brenda Christy		B. Christy
V. Blackstock		V. Blackstock
DANNY PEARSON		D. Pearson
By Nedic		By Nedic
Pauline Rudling		P. Rudling

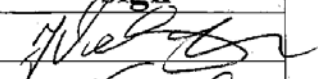
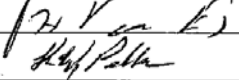

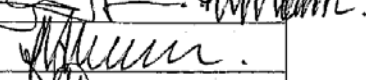
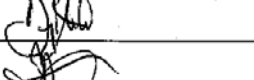
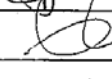

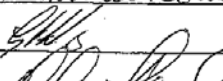
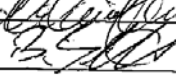

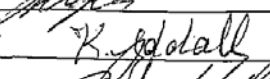
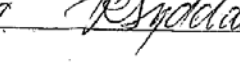






18

THE HONEYSUCKLES

Request by residents To have Street Lights

April 2015

Recently we have all seen the light poles in The Honeysuckles finally fitted with light fittings, a few weeks later they were removed. This petition is a request by residents of The Honeysuckles to have lights fitted permanently and illuminated at night.

Name	Address	sign
I VAN EI		
H VAN EI		
K.W. PETERSEN		
MICK FREMLIN		
GERRY MORSMAN		
keanne Morstan		
Barry PATER		
Jan Lund		
MIKE O'NEILL		
AMIA O'NEILL		
christina boull.		
GEOFF HAWKINS		
MELANIE TANCRED		
GREG SCHMIDT		
Elani Schmidt		
Marcus Bayn		
R. SYDDALL		
P. SYDDALL		

18

~~SHARON~~

THE HONEYSUCKLES

Request by residents To have Street Lights

April 2015

Recently we have all seen the light poles in The Honeysuckles finally fitted with light fittings, a few weeks later they were removed. This petition is a request by residents of The Honeysuckles to have lights fitted permanently and illuminated at night.

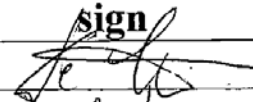
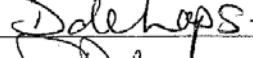
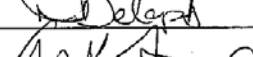


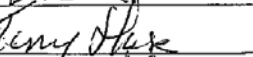
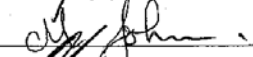
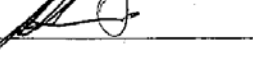

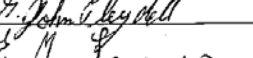
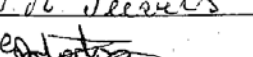

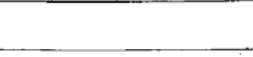
Name	Address	sign
Cand Horvath		
MART SOLERS		
R. J. Speden		R. J. Speden
M. Speden		R. J. Speden
P. DORWARD		P. DORWARD
J. CZOSNEK		
ROSALIE TAYLOR		
MARIAN TAYLOR		
D. LAUTNER		
T. DATHAN		
DENIS JOHN		
Rebecca Lafrenz		
Pamela Fies		Pamela Fies PLEASE
Leitao Fies		
Anne Leetz		
Kathleen Bishop		
JOHN LAFRENZ		
MARILYN LAFRENZ		M. Lafrenz 18

THE HONEYSUCKLES

Request by residents To have Street Lights

April 2015

Recently we have all seen the light poles in The Honeysuckles finally fitted with light fittings, a few weeks later they were removed. This petition is a request by residents of The Honeysuckles to have lights fitted permanently and illuminated at night.

Name	Address	sign
U. DE LAPS.		
D. DE LAPS		
N. DE LAPS		
Matt La Frenz.		
OWEN LAFFENZ		
TOBIAS HUSS		
T. Hassan		
M. Sohn		
S. Lischer		
CAROL WETER-BEST		
JOHN PLEYDELL		
BETH SEEVERS		
GLEN ROBERTSON		

13

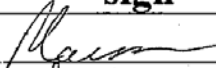
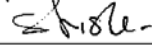
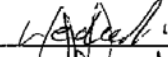
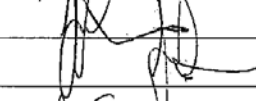
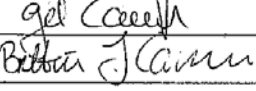
~~EMERGENCY~~

THE HONEYSUCKLES

Request by residents To have Street Lights

April 2015

Recently we have all seen the light poles in The Honeysuckles finally fitted with light fittings, a few weeks later they were removed. This petition is a request by residents of The Honeysuckles to have lights fitted permanently and illuminated at night.

Name	Address	sign
PETER CAMERON		
SHAUN FISHER		
LIZ DODD		
JASON THATCHER		
JAY THATCHER		
GILLIAN CAMERON		get Cameron
Britton Cameron		Britton J. Cameron. 7

~~ARCOLE STREET~~

THE HONEYSUCKLES

Request by residents To have Street Lights

April 2015

Recently we have all seen the light poles in The Honeysuckles finally fitted with light fittings, a few weeks later they were removed. This petition is a request by residents of The Honeysuckles to have lights fitted permanently and illuminated at night.

Name	Address	sign
DAVID ANSTEE		<i>[Signature]</i>
<i>Jeff Cox</i>		<i>Also</i>
BRAD ANDERSON		<i>[Signature]</i>
KATE KING		<i>[Signature]</i>
GARY NAPIER		<i>G. Napier</i>
LEE ALEXANDER		<i>[Signature]</i>
Mark Pettersen		<i>[Signature]</i>

~~PHOTOS~~

THE HONEYSUCKLES

Request by residents To have Street Lights

April 2015

Recently we have all seen the light poles in The Honeysuckles finally fitted with light fittings, a few weeks later they were removed. This petition is a request by residents of The Honeysuckles to have lights fitted permanently and illuminated at night.

Name	Address	sign
R. WRIGHT		Ray Wright
Robyn Blackstock		suckles R. Blackstock
Margie Pearson		MPD 3.

ITEM A8(3)**RECEIPT OF PETITION: REQUEST TO CEASE DRUMMING FROM 132 THE BOULEVARD, PARADISE BEACH**

DIVISION: DEVELOPMENT
 ACTION OFFICER: MANAGER MUNICIPAL SERVICES
 DATE: 19 MAY 2015

Financial	Communication	Legislative	Council Policy	Council Plan	Resources & Staff	Community	Environmental	Consultation	Risk Management
		✓							

OBJECTIVE

To present Council with a petition requesting the ceasing of drumming from 132 The Boulevard, Paradise Beach.

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

That Council receive the attached petition requesting the ceasing of drumming from 132 The Boulevard, Paradise Beach.

BACKGROUND

A petition containing 17 signatures has been received by Council.

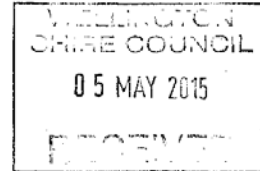
A copy of the petition is attached for Council information.

LEGISLATIVE IMPACT

Section L6.59 of Wellington Shire Council Processes of Municipal Government (Meetings and Common Seal) Local Law No 1 provides for petitions and joint letters:

“A petition or joint letter presented to the Council must lay on the table for a period determined by the Council but not exceeding the next two Council Meetings. No motion, other than to receive the petition or joint letter may be accepted by the Chairperson, unless the Council unanimously agrees to deal with it earlier.”

**These neighbours have signed to stop the loud drumming from
132, The Boulevard, Paradise Beach.**



David Pollock

Laurie Keady

Adriana Bertolacci

Karl Remeson

Gavan McCarthy

Karen McCarthy

Laurie Dalton

Samantha Jones

Duncan Harrison

Natalie Tanner

Judith ?yet to sign but has detailsexpect mail.

Troy Villani

Kate Villani partner to above

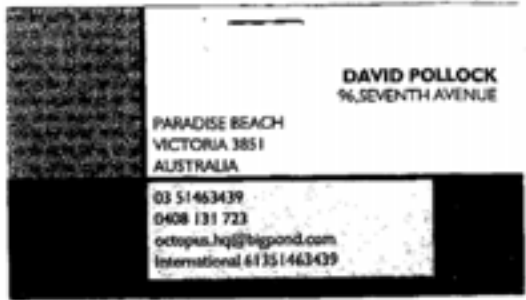
Hugh Benbow

Narelle Benbow partner to above.

Raymond Snowden

Tania Snowden

(17)



Following a meeting at the Shire office.

29/04/15

Dear Neighbour,

As you are aware I have been attempting to have something done about the dreadful drum bashing that occurs frequently in our area.

This issue has been ongoing for over two years, but now with the help of a new health officer and Michael Kangas there will be positive action.

Council are going to attack the issue but they need help from us in the way of an anonymous partition.

You can rest assured that your private details will never be seen by the renting agent or at the source of the noise.

Please contact if you are worried about signing.

David Pollock.

Yes I would like the drumming stopped and our peaceful life back to normal.

Signed with name and address.

Handwritten signatures and dotted lines for address.



Barry Nicholl
Municipal Building Surveyor
HEALTH OFFICER
Sale Service Centre
18 Desalby Street (PO Box 506)
Sale VIC 3880
www.wellington.vic.gov.au
Telephone (03) 5142 3128
Mobile 0408 324 377
barry.nicholl@wellington.vic.gov.au

Return the signed form to me or post direct to Michael Kangas at Wellington Shire.



Following a meeting at the Shire office.

29/04/15

Dear Neighbour,

As you are aware I have been attempting to have something done about the dreadful drum bashing that occurs frequently in our area.

This issue has been ongoing for over two years, but now with the help of a new health officer and Michael Kangas there will be positive action.

Council are going to attack the issue but they need help from us in the way of an anonymous partition.

You can rest assured that your private details will never be seen by the renting agent or at the source of the noise.

Please contact if you are worried about signing.

David Pollock.

Yes I would like the drumming stopped and our peaceful life back to normal.

Signed with name and address.

RAY
DANNA
R. Sanderson + Terin Jackson



Barry Nicholl
Municipal Building Conveyer
THEALYN OFFICER
Sale Service Centre
18 Desaily Street (PO Box 506)
Sale VIC 3880
www.wellington.vic.gov.au
Telephone (03) 5142 3126
Mobile 0408 324 377
barry.nicholl@wellington.vic.gov.au

Return the signed form to me or post direct to Michael Kangas at Wellington Shire.

DAVID POLLOCK
96, SEVENTH AVENUE

PARADISE BEACH
VICTORIA 3851
AUSTRALIA

03 51463439
0408 131 723
octopus.hqj@bigpond.com
International 61351463439

Following a meeting at the Shire office.

29/04/15

Dear Neighbour,

As you are aware I have been attempting to have something done about the dreadful drum bashing that occurs frequently in our area.

This issue has been ongoing for over two years, but now with the help of a new health officer and Michael Kangas there will be positive action.

Council are going to attack the issue but they need help from us in the way of an anonymous partition.




You can rest assured that your private details will never be seen by the renting agent or at the source of the noise.

Please contact if you are worried about signing.

David Pollock.

Yes I would like the drumming stopped and our peaceful life back to normal.

Signed with name and address.


.....

.....

.....
.....


WELLINGTON
SHIRE COUNCIL
The Shire of Wellington

Barry Nicholl
Municipal Building Surveyor

Shire Service Centre
18 Desalby Street (PO Box 506)
Sale VIC 3850
www.wellington.vic.gov.au

Telephone (03) 5142 3126
Mobile 0408 324 377
barry.nicholl@wellington.vic.gov.au

Return the signed form to me or post direct to Michael Kangas at Wellington Shire.



Following a meeting at the Shire office.

29/04/15

Dear Neighbour,

As you are aware I have been attempting to have something done about the dreadful drum bashing that occurs frequently in our area.

This issue has been ongoing for over two years, but now with the help of a new health officer and Michael Kangas there will be positive action.

Council are going to attack the issue but they need help from us in the way of an anonymous partition.

You can rest assured that your private details will never be seen by the renting agent or at the source of the noise.

Please contact if you are worried about signing.

David Pollock.

Yes I would like the drumming stopped and our peaceful life back to normal.

Signed with name and address.

Handwritten signatures on dotted lines: [Signature 1], [Signature 2], [Signature 3], [Signature 4]



Barry Nicholl
Municipal Building Surveyor

THE HEALTH OFFICER

Sale Service Centre
18 Desaily Street (PO Box 508)
Sale VIC 3850
www.wellington.vic.gov.au

Telephone (03) 5142 3126
Mobile 0408 324 377
barry.nicholl@wellington.vic.gov.au

Return the signed form to me or post direct to Michael Kangas at Wellington Shire.

DAVID POLLOCK
96, SEVENTH AVENUE

PARADISE BEACH
VICTORIA 3851
AUSTRALIA

03 51463439
0408 131 723
octopus.hq@oligopond.com
International 61 351463439

Following a meeting at the Shire office.

29/04/15

Dear Neighbour,

As you are aware I have been attempting to have something done about the dreadful drum bashing that occurs frequently in our area.

This issue has been ongoing for over two years, but now with the help of a new health officer and Michael Kangas there will be positive action.

Council are going to attack the issue but they need help from us in the way of an anonymous partition.

You can rest assured that your private details will never be seen by the renting agent or at the source of the noise.

Please contact if you are worried about signing.

David Pollock.

Yes I would like the drumming stopped and our peaceful life back to normal.

Signed with name and address.

[Handwritten signature]
.....
[Handwritten signature]
.....
G. M. - Cathy
.....
N. Jenner
.....
.....


WELLINGTON
SHIRE COUNCIL
Wellness of spirit

Barry Nicholl
Municipal Building Surveyor

HEALTH OFFICER
Sale Service Centre
18 Desalby Street (PO Box 506)
Sale VIC 3850
www.wellington.vic.gov.au

Telephone (03) 5142 3126
Mobile 0408 324 377
barry.nicholl@wellington.vic.gov.au

Return the signed form to me or post direct to Michael Kangas at Wellington Shire.



Following a meeting at the Shire office.

29/04/15

Dear Neighbour,

As you are aware I have been attempting to have something done about the dreadful drum bashing that occurs frequently in our area.

This issue has been ongoing for over two years, but now with the help of a new health officer and Michael Kangas there will be positive action.

Council are going to attack the issue but they need help from us in the way of an anonymous partition.

You can rest assured that your private details will never be seen by the renting agent or at the source of the noise.

Please contact if you are worried about signing.

David Pollock.

Yes I would like the drumming stopped and our peaceful life back to normal.

Signed with name and address.

[Handwritten signature]

[Handwritten signature]

[Handwritten signature]

WELLINGTON
SHIRE COUNCIL
The Shire of Wellington

Barry Nicholl
Municipal Building Surveyor
THE HEALTH OFFICER

Sale Service Centre
18 Desailly Street (PO Box 508)
Sale VIC 3880
www.wellington.vic.gov.au

Telephone (03) 5142 3128
Mobile 0408 324 377
barry.nicholl@wellington.vic.gov.au

Return the signed form to me or post direct to Michael Kangas at Wellington Shire.



A - PROCEDURAL

A9 INVITED ADDRESSES, PRESENTATIONS OR ACKNOWLEDGEMENTS



A - PROCEDURAL

A10 QUESTIONS ON NOTICE

ITEM A10(1)

OUTSTANDING QUESTIONS ON NOTICE

ACTION OFFICER

CHIEF EXECUTIVE OFFICER

DATE:

19 MAY 2015

ITEM	FROM MEETING	COMMENTS	ACTION BY
NIL			



A - PROCEDURAL

A11 MAYOR'S REPORT

ITEM A11**MAYOR'S REPORT**

OFFICER:

COUNCILLOR CAROLYN CROSSLEY

DATE:

19 MAY 2015

RECOMMENDATION

That the Mayor's report be noted.

Community Planning Network Meeting

I was really pleased to see our community all coming together to attend a Community Planning Network Meeting on Wednesday 29 April. Thirty two community members attended the meeting, representing fifteen of our communities across Wellington Shire. This included Balook, Dargo, Loch Sport, Meerlieu, Glenmaggie, Coongulla, as well as all those in between.

The meeting provided a great opportunity for participants to discuss community planning in their locality, including the challenges and future aspirations of their towns. An insightful panel also discussed the need for community planning to consider young families, youth and those with disability.

Gippsland Community Leadership Program

On Monday 4 May, joined by my Mayoral counterparts from East Gippsland, Latrobe City and Baw Baw; Crs Peter Neal, Dale Harriman and Deb Brown, I participated in a group discussion for Ambassadors of the Gippsland Community Leadership Program (GCLP) here at Wellington.

Participants were provided with a valuable oversight of Victorian Local Government from talks by Councillors as well as local leaders in council administration. Sessions such as these never fail to highlight the breadth of work undertaken by councils as well as provide a great forum for sharing ideas, developing networks and learning new skills.

Wellington Shire Council is a proud supporter of GCLP, which has been developing business, community and government leaders in Gippsland for 20 years.

National Volunteer Week Celebration

From Monday 11 to Sunday 17 May we celebrated National Volunteer Week and recognised those who work tirelessly in and across our municipality to make ours a better region in which to live.

A breakfast was organised by Wellington Shire Council for local volunteers to specially say thanks to all those who give their time, energy and resources to support others.

Our volunteers manage recreation reserves, have roles in our emergency services, provide mentoring support for learner drivers, develop and implement community plans and raise money for charity; they play a fundamental role within all of our communities.

Every town across Wellington has volunteers worthy of celebration and public recognition and without our volunteers; ours would be a poorer community in every sense of the word. It's important that we continue to encourage residents to volunteer and never take their contribution for granted.

Australia Day 2016 Nominations Invited

The nomination period for our Wellington Shire 2016 Australia Day Awards was officially opened during National Volunteer Week. These Awards provide the opportunity for us to recognise and say thank you to those residents in Wellington who regularly go over and above to help others, for the benefit of their community.

Nomination forms for all four categories; Citizen, Young Citizen, Group, and Event of the Year can be collected from Council's Customer Service Centre in Sale or Yarram, and any branch of the Wellington Shire Library including the Mobile Library. Residents can also nominate online through Council's website, www.wellington.vic.gov.au/Enjoying-Wellington/Events/Australia-Day-Awards.

This is a great opportunity and I encourage residents to nominate and highlight those that truly deserve the admiration and gratitude of our community!

Community Councillor Meeting in Heyfield

On Tuesday 12 May, our second Community Councillor Meeting for the year took place in Heyfield at the Heyfield Wetlands Information Centre.

At different times throughout the year, Councillors and senior Council staff will visit different locations right across Wellington Shire to provide residents the opportunity to come along and have informal conversations about those things of interest to them in a relaxed and friendly environment.

Community Councillor Meetings are also scheduled in Yarram on Tuesday 9 June, Stratford on Tuesday 14 July, Woodside on Tuesday 11 August, Maffra on Tuesday 8 September, Golden Beach on Saturday 17 October and Sale on Tuesday 10 November.

Special thanks to Gippsland Water for their attendance and assistance to residents who had questions on water bills, investments and water use; amongst others.

Centenary of Women in Local Government

This year marks the centenary of women being allowed to stand for local government and I was proud to be invited, along with 213 other female councillors, to attend a special celebration at the Melbourne Town Hall hosted by Melbourne City Council on Friday 15 May.

Commemorative photos were taken in the historic and stately Council Chamber and on the Portico overlooking Swanson Street, where the most historic photos of visiting dignitaries have been recorded.

Administration Relocation Complete

Our administration staff have relocated to 18 Desailly Street this month. This move will bring significant organisational cost savings in the years ahead in addition to making way for the impending redevelopment of the Port into community and civic space. I commend council staff for their dedication to ensuring that the move took place without issue, and with no impact on the organisation's ability to serve our community.

**COUNCILLOR CAROLYN CROSSLEY
MAYOR**



A - PROCEDURAL

A12 YOUTH COUNCIL REPORT

Youth Council will present a report to Council at the 21 July 2015 Council Meeting



B –REPORT

DELEGATES

DELEGATE REPORT B1 SOUTH EAST AUSTRALIAN TRANSPORT STRATEGY
– FEBRUARY 2015 MEETING

OFFICER: COUNCILLOR BOB WENGER

DATE: 19 MAY 2015

As Wellington Shire Council's delegate, I attended the quarterly meeting of SEATS held on 19 and 20 February 2015 at the Port Welshpool Ferry Terminal, Lewis Street, Port Welshpool, Victoria.

The meeting was hosted by South Gippsland Shire Council.

I have attached the Minutes of the SEATS meeting in **Attachment 1**.

.....

CR BOB WENGER

RECOMMENDATION

That the delegates report be noted.

OFFICER: COUNCILLOR BOB WENGER

DATE: 19 MAY 2015

**MINUTES OF THE
SOUTH EAST AUSTRALIAN TRANSPORT STRATEGY INC
GENERAL MEETING HELD AT PORT WELSHPOOL, VICTORIA
HOSTED BY SOUTH GIPPSLAND SHIRE COUNCIL ON
THURSDAY 19 AND FRIDAY 20 FEBRUARY 2015
COMMENCING AT 1.00 PM**

1. WELCOME:

The Chair, Cr Jeanette Harding, welcomed members to the General Meeting.

2. ATTENDANCE:

MEMBERS	POSITION
Cr Jeanette Harding	Mayor, South Gippsland Shire Council and SEATS Chair
Cr Sue Whelan	Queanbeyan City Council and SEATS Deputy Chair
Chris Vardon OAM	Outgoing Executive Officer
John Duscher	Incoming Executive Officer
Gordon Charles	East Gippsland Shire Council and SEATS Treasurer
Mark Burnett	East Gippsland Shire Council
Greg Pullen	Shoalhaven City Council
Cr Debbie Brown	Baw Baw Shire Council
Cr Marianne Peltz	East Gippsland Shire Council
Cr Neil Burnside	Eurobodalla Shire
Cr Bob Wenger	Wellington Shire Council
Bill Ellison	Palerang Council
Cr Paul Cockram	Palerang Council
John Ernst	South Gippsland Shire Council
Paul Stampton	South Gippsland Shire Council
Ken Fraser	South Gippsland Shire Council
Tim Tamlin	CEO, South Gippsland Shire Council
Phil Cantillon	Baw Baw Shire Council
Mike Hyde	Wollongong City Council
Harvey Dinelli	DEDJTR
Greg Hatt	Gippsland Ports
Cr Clare Le Serve	Bass Coast Shire Council
Warren Sharpe	Eurobodalla Shire
Cr Rob Pollock	RDA – FSC
Cr Patricia White	Shoalhaven City Council
Cr John Murray	Shellharbour City Council
Stuart Clark	GHD
Graham Brisbane	GHD
Cr Bill Taylor	Bega Valley Shire Council
Mayor Michael Britten	Bega Valley Shire Council

OFFICER: COUNCILLOR BOB WENGER

DATE: 19 MAY 2015

2. ATTENDANCE:

MEMBERS	POSITION
Wayne Sartori	Bega Valley Shire Council
Chris Hastie	Wellington Shire Council
Cr Denzil Sturgiss	Goulburn Mulwaree Council
Cr Graeme Middlemiss	Latrobe City Council
Phil Stone	Latrobe City Council
Mark Williams	Sanmar Consulting
Sandy Williams	Sanmar Consulting
Peter Francis	Bass Coast Shire Council
Cr James Wheelwright	Upper Lachlan Shire Council
Phil Newham	Upper Lachlan Shire Council
Kenn Beer	Safe System Solutions Pty Ltd
Brad Close	Victorian Transport Association
Stuart Clark	GHD
Graham Brisbane	GHD

GUEST SPEAKER	POSITION
Brad Close	Victorian Transport Association
A/Prof Robert Faggian	Deakin University

MINUTES	POSITION
Cavell Ferrier	South Gippsland Shire Council

3. APOLOGIES:

Felicity Sist	Bass Coast Shire Council
Michael Lamperd	Bega Cheese
Nola Banskrove OAM	Bransgrove Freight
Fiona Hatcher	RDAFSC
Andy Beldom	GHD
Cr Bob Kirk	Goulburn Mulwaree Council
Noel McCann	Canberra Airport
Kathryn Scarano	Canberra Airport
Phil Hansen	Queanbeyan City Council
Cr Marianne Saliba	Shoalhaven City Council
Lesley Scarlett	Southern Councils Group
Mark Williams	Sanmar Consulting
Sandy Williams	Sanmar Consulting
David Wilson	RMS
Dom Figliomeni	NSW Ports
Cr Judy Hannan	Wollondilly Council

OFFICER: COUNCILLOR BOB WENGER

DATE: 19 MAY 2015

4. MINUTES OF THE PREVIOUS MEETING**MOTION:**

The Minutes of the meeting held on 6 and 7 November 2014 were accepted as a true and accurate record with the following amendments:-

- Add Greg Pullen and Cr Marianne Saliba to the attendance list.
- Typographical error on p.20, section 11 – Minister for Roads is Duncan Gay.

Moved: Greg Pullen

Seconded: Cr Debbie Brown

Carried.

5. BUSINESS ARISING FROM THE MINUTES**EXECUTIVE OFFICER – RETIREMENT OF CHRIS VARDON OAM**

The Chair expressed sadness at the retirement of the outgoing EO, Chris Vardon but was pleased to announce the appointment of John Duscher as new EO. The Chair invited Warren Sharpe to say a few words. Warren stated that Chris has been a personal mentor to him and a dear and respected friend. Chris has an OAM for his services to local government and had been Mayor of Warren's council for several years. His leadership and ability to build relationships and strategic expertise has been invaluable in his role as EO of SEATS. Warren shared some anecdotes of his association with Chris which brought a smile to delegate's faces. Warren acknowledged the support of Chris' wife, Judy, behind the scenes and wished Chris and Judy all the best for the future. A copy of a press release issued by Eurobodalla Shire will be available on the SEATS website.

Deputy Chair, Sue Whelan, then addressed the group. Sue has known Chris since his Eurobodalla days. Chris leaves a great legacy in NSW in local government and in the community. Sue also thanked Judy for her unwavering support of Chris. Sue stated she would treasure her friendship with Chris and Judy. The Deputy Chair presented a Certificate of Appreciation to Chris Vardon in recognition of his dedicated service to SEATS and its membership in the south east Australian region.

The Treasurer, Gordon Charles reiterated the sentiments of Warren and the Deputy Chair and presented Chris with a gift. The Chair presented Judy Vardon with a gift of appreciation.

Tim Tamlin, CEO of South Gippsland Shire Council briefly addressed the delegates. Tim acknowledged the traditional owners of the land; past and present. Tim thanked all delegates for coming from far and wide to attend the SEATS event and he hoped that there would be an opportunity to see some of the natural beauty of the Prom and region.

ATTACHMENT 1**SOUTH EAST AUSTRALIAN TRANSPORT STRATEGY
– FEBRUARY 2015 MEETING**

OFFICER: COUNCILLOR BOB WENGER

DATE: 19 MAY 2015

Chris Vardon responded to the delegates, thanking all the speakers for their kind words and jokingly reporting that he has decided not to retire! Chris expressed his gratitude and love for his great supporter, his wife, Judy. Chris thanked everyone for the courtesy extended to him and his wife. The next two weeks sees him end a 54 year working career. Chris expressed delight that John Duscher has taken on the role and is confident that SEATS will progress further under his guidance. A copy of Chris thank you notes had been circulated.

The Chair expressed thanks and acknowledged the emotion of the occasion.

INTRODUCTION OF JOHN DUSCHER, INCOMING EXECUTIVE OFFICER

The Chair introduced John Duscher, the incoming Executive Officer.

John added that Chris has been a great leader of SEATS, his guidance and zest for getting things done have drawn on his personal skills and knowledge and has taken SEATS to a new level where SEATS is sought out for advice and direction and this is an absolute credit to him.

John added he is looking forward to stepping up to the role and challenges of the future. Having been a foundation member of SEATS, he has a well-developed appreciation of the value of SEATS.

6. EXECUTIVE OFFICER'S REPORT:

The Executive Officer's Report had been circulated.

MOTION:

That the Executive Officer's Report be accepted, as presented.

Moved: Mike Hyde
Seconded: Ralf Kastan

Carried.

7. FINANCIAL REPORT

The Financial Report had been circulated.

MOTION:

That the Financial Report be received:-

Moved: Gordon Charles
Seconded: Cr Sue Whelan

Carried.

OFFICER: COUNCILLOR BOB WENGER

DATE: 19 MAY 2015

8. RESCISSION OF MOTION RE MR 92 BEYND NERRIGA REPORT (UPPER LACHLAN)

The Recission Motion was held over for discussion tomorrow when delegates from respective councils concerned will be in attendance.

9. PRESENTATION:-

John Ernst from South Gippsland Shire Council presented on *Gippsland's Safe Freight Network*. A copy of the Presentation will be available on the SEATS website.

10. VICROADS REPORT:

The VicRoads report, which had been circulated, was received. Harvey Dinelli spoke briefly to the report.

11. ROADS AND MARITIME SERVICES (RMS) REPORTS:

The RMS-Southern Report, which had been circulated, was received. Chris Vardon presented the report on behalf of David Wilson who was absent due to other duties.

Greg Pullen added that two programs were announced last Friday under the *Heavy Vehicle Safety Program* and *Fix the Country Roads Program*. These announcements will be available on the website.

MEETING ADJOURNED:

The meeting was adjourned at 2.45 pm on 19 February 2015.

Delegates then enjoyed a 2 hour cruise, with afternoon refreshments, on the catamaran, *Nooramunga* before gathering for dinner at the Pier Port Hotel in Port Welshpool.

Guest speaker at the dinner was Richard Elkington, Chairman, RDA - Gippsland, who presented on the *Gippsland Food Plan* and Mr Danny O'Brien MLC briefly addressed the delegates.

MEETING CONTINUED:

The meeting resumed at 9.20 am on Friday 20 February 2015.

OFFICER: COUNCILLOR BOB WENGER

DATE: 19 MAY 2015

12. PRESENTATIONS:

Agricultural Industry Transformation – Gippsland – Associate Professor Robert Faggian, Deakin University. A copy of this PowerPoint presentation will be posted to the website.

Transport Issues in Gippsland and south east region – Brad Close, Victorian Transport Association. Brad addressed the group focusing on five main areas including:-

1. National Reform

While National Heavy Vehicle legislation has been introduced, notionally improving administration, various State legislation is still in place. This has in effect increased red tape and continues to affect productivity. The Industry is seeking from regulators and statutory bodies a consistent approach despite borders or jurisdiction, example inconsistencies when crossing borders a PBS approved Truck & dog in Victoria loads to 57.5tn on approved network, crosses into NSW and is automatically back to 50.5tn or enters SA and is back to 54.5tn same truck with approval for PBS yet up to 7 tonne in difference in capacity. How does an industry deal with such variances and remain sustainable?

2. Doubling of the Freight Task

The freight task will double over the next 20 to 30 years. Containers through the Port of Melbourne will almost triple. The Port will likely reach maximum capacity by 2028 and new arrangements will need to be found. Empty containers being returned to Asia are now the biggest export. Containers are only 4% of the metro freight task; in 30 years will only be 10%.

Changes to configurations will see the freight task move from current status of +66% of freight moved in metro area on tray trucks (less than 22.5tn GVM) to semi-trailer/multi trailer combinations to around 42% from the current 30%. This trend is similar in regional areas. The doubling of the freight task cannot be simply doubling the amount of trucks on the road network – more is required by all in the supply chain to address this challenge

Rail and coastal shipping are possible alternatives and should be explored to ease congestion on an already stressed road network.

3. Infrastructure

Governments do not have enough money to fund required infrastructure. Private road operators are becoming more prevalent and in times of shortages of funding opportunities governments are turning to Private operators to build the infrastructure to service the needs. This in turn leads to communities and taxpayers and road users being left with the choice of further congestion or toll roads with most agreements in place for road operators in excess of 30 years. Governments need to seek out different funding options or be forced to do the same thing and get the same result.

Move to Larger Vehicles

Higher Productivity vehicles will be desired as part of the solution in order to meet productivity requirements and increasing congestion. But it will need agencies and government to look closely at asset preservation techniques especially life expectancy of assets such as bridges and roads and consider the options again more of the same or less trucks carrying more?

Industry will accept technology to allow access be it Intelligent Access Programs (IAP) or smarter trucks with the ability to sense changes in conditions and environment already major manufacturers are producing safer trucks that “see” traffic example Mercedes Benz & Volvo.

4. Fueling the growth

The increasing freight task in metro areas will pull many drivers from rural areas. How will regional areas attract and keep drivers? What initiatives can be implemented to ensure the transport & logistics industry becomes an employer of choice for school leaver and career changers? Driver profiles to be improved +\$750K equipment cost to furnish new B double add cost of freight this is not a cost that should be left to lower socio/economic class and thus should be promoted as a career not just a job.

5. Challenges for Industry into the future regardless of geographic position (metro or regional/country)

- . People
- . Profile
- . Profitability
- . Community
- . Environment
- . Confidence/Investment

13. RECISSION MOTION RE MR 92 BEYOND NERRIGA REPORT (UPPER LACHLAN)

Members discussed, at length, this motion with concerns being raised for Palerang Shire Council and the ongoing issue of the unsealed Braidwood section. Cr Paul Cockram from Palerang spoke against the motion. Warren Sharpe from Eurobodalla spoke in support of part of the motion but also in support of Palerang Shire’s concerns. Cr Denzil Sturgiss from Goulburn Mulwaree Council and Greg Pullen from Shoalhaven City Council spoke in support of the motion. Given the complexities of the discussion a further motion was raised by the Deputy Chair.

MOTION:

Moved that that standing orders be suspended to allow members to have further discussions on this motion.

Moved: Cr Sue Whelan
Seconded: Gordon Charles

Carried.

ATTACHMENT 1**SOUTH EAST AUSTRALIAN TRANSPORT STRATEGY
– FEBRUARY 2015 MEETING**

OFFICER: COUNCILLOR BOB WENGER

DATE: 19 MAY 2015

The meeting adjourned for morning tea with a view to considering a new motion after further communication between the respective stakeholders

The meeting resumed at 11.38 am with further discussion on the motion.

Greg Pullen report that consensus had been reached.

MOTION:

To withdraw the previous motion, taken at Shoalhaven Heads.

Moved: Paul Newham

Seconded: Cr Sue Whelan

Carried.

MOTION:

Shoalhaven City Council proposes the following motion to be put to SEATS today as an alternate to the motion proposed by Upper Lachlan Shire Council:-

- a) SEATS accept and endorse the “Beyond Nerriga Route Options Study – Corridor Options Report” as submitted to SEATS as a technical document-
- b) SEATS continue to work with member Councils and Government Agencies to advance the freight corridor “beyond Nerriga” with emphasis on Stage 1 – Nerriga to Tarago (via Sandy Point)
- c) SEATS encourages member Councils to use the report and further analysis to form partnerships and project proposals to be submitted to SEATS for consideration as “priority projects” and to pursue grants under the various funding programs that may be applicable to improve the transport network,
 - (i) SEATS specifically invites Palerang Shire Council to submit a SEATS Priority Project application for upgrading of the MR92 link (Nerriga-Braidwood) and pursue grant funding opportunities.
- d) Seats allocate the unspent funds to be used by the Councils for further analysis tasks.
- e) SEATS thank the participants in the study - Goulburn-Mulwaree, Palerang, Shoalhaven, Upper Lachlan and Yass Valley Councils and Transport for NSW as well as the consultant, GHD.

Moved: Greg Pullen

Seconded: Cr James Wheelwright

Carried.

The Chair noted that an important decision has been made with this motion.

ATTACHMENT 1**SOUTH EAST AUSTRALIAN TRANSPORT STRATEGY
– FEBRUARY 2015 MEETING**

OFFICER: COUNCILLOR BOB WENGER

DATE: 19 MAY 2015

14. MEMBERS UPDATES**Ralf Kastan, Kastan Consulting**

- Outlined his intention to set up a meeting with A/Prof Robert Faggian to look further at expanding the information presented today to other councils in NSW.

Phil Cantillon, Baw Baw Shire

- Warragul project with VicRoads is progressing well and will provide a significant public transport connection and hopefully improved rail service from Melbourne.
- Awaiting announcement of Heavy Vehicle Program and Heavy Bridge Program for two projects identified through SEATS which will hopefully be on the list.
- Road Maintenance contract of 8 years duration finishes on 30 June. Tenders for new model has been developed.
- Working with other parties, MAV members, to create regional road groups in an effort to harmonize asset information, systems, etc.

Chris Hastie, Wellington Shire Council

- Upgrades between Sale and Traralgon progressing well. Further works to be done after this has been finished.
- Engaging with VicRoads re upgrades.

Pas Monacella, VicRoads

- Pas thanked Chris Vardon for his outstanding contribution to SEATS which has resulted in some fantastic outcomes across the Gippsland region.

Paul Stampton, South Gippsland Shire Council

- Street reconstruction of Gray Street, Leongatha (special charge scheme).
- Road rehabilitation of Henrys Road, Nyora
- Black Spur, Koonwarra – South Gippsland Highway, \$211,000 planning study, late 2015. Cost of \$40-60m with a business case to be presented.
- Leongatha Heavy Vehicle Alternative Route – final detailed design with a change to right of way.

Phil Newham, Upper Lachlan Shire Council

- Working on sealing last km's of MR 54, which is progressing well with stage one almost complete. Stage 2 planned for next financial year.
- Developer funded works on MR 56 almost completed.
- Successful with a \$1.5 m allocation from State and Federal Governments for a boundary bridge with a neighbouring Shire.

Cr Paul Cockram, Palerang Shire Council

- Captains Bridge works with thanks to RMS for this piece of infrastructure.

Cr Sue Whelan, Queanbeyan Council

- RMS Extension Program

OFFICER: COUNCILLOR BOB WENGER

DATE: 19 MAY 2015

Mark Burnett East Gippsland

- Next round of black spot funding applications for three locations; Scriveners Road in Lakes Entrance, some road in Omeo and another in Lakes.
- Heavy vehicle parking area in Cann River
- Bridges – 243 bridges in various states of disrepair – inventory on Fitzgerald Bridge – level 2 inspection. Bridge may need to be closed. This affects five properties.

Cr Marianne Peltz, East Gippsland Shire

- Country aerodrome and native vegetation issues. Need for support for public facilities such as aerodromes and telecom towers, particularly in remote areas in cases of emergency situations.

Mike Hyde, Wollongong City Council

- Fowles Road extension from Dapto into major multi-lot development in Wollongong area. Expensive project exacerbated by flooding issues and indigenous concerns. Latest estimate from GHD for the project including bridge and ancillary works is \$93.5m, however this will flood-proof Dapto.

Kenn Beer, Safe System Solutions

Safe System Solutions Pty Ltd has partnered with VicRoads to develop a training program aimed at road designers, engineers and operators that highlights the needs of heavy vehicles. The training will be rolled out in Victoria from April and advertising will be sent to local councils and VicRoads offices.

Peter Francis, Bass Coast Shire Council

- Talks re a bypass around Wonthaggi continue.
- San Remo road slips have been resolved.
- Integrated transport study as per VicRoads report.
- Koo Wee Rup bypass also significant.
- Abattoir upgrading truck movements.

Warren Sharpe, Eurobodalla Shire Council

- Currently starting work on the Link Road.
- Still working with RMS for intersection solutions with the Princes Highway.
- \$850,000 to relocate a water supply.
- Running a *Fit for Purpose* session in March.
- Warren also added his sentiments again re the retirement of Chris Vardon, and shared his press release regarding Chris' career and community service.

Graeme Brisbane. GHD

- Echoed the sentiments of Warren Sharpe re Chris Vardon's contribution to SEATS.

OFFICER: COUNCILLOR BOB WENGER

DATE: 19 MAY 2015

Greg Pullen, Shoalhaven City Council

- Capital expenditure this year is \$107 m with \$55 m being road related, creating in excess of 500 jobs. Appreciative of State and Federal government funding for the support.
- NSW Productivity grants with \$7.2 million for road corridor through South Nowra commencing April/May.

Wayne Sartori, Bega Valley Shire Council

- Focused on east-west links; Snowy mountains Highway leading to Canberra (tourism and freight route) will result in closure for a week or so.
- Council supporting developments of airport and port transport routes.

15. DISCUSSION: HOW CAN MEMBERS BE MORE INVOLVED IN SEATS MATTERS.

Item held over to next meeting.

16. OTHER BUSINESS**MINUTES SECRETARY**

The Chair stated that SEATS need a Minutes Secretary and asked if anyone would like to nominate for the position. No assistance was forthcoming and it was determined that this task would be the responsibility of the host Council and be included in the list of requirements for hosting SEATS meetings. It was agreed that this matter be further discussed at the AGM.

AGRICULTURAL INDUSTRY TRANSFORMATION – GIPPSLAND

The Deputy Chair noted that several delegates had been very impressed with A/Professor Robert Faggian's, presentation on *Agricultural Industry Transformation – Gippsland*.

MOTION:-

Investigate with Associate Professor Robert Faggian, options for further studies re Agricultural Industry Transformation.

Moved: Cr Sue Whelan

Seconded: Cr Bob Wenger

Carried.

THANK YOU

John Duscher reiterated his delight at being involved again with SEATS. He thanked everyone for an excellent attendance and reminded all that the next meeting will be held in May in Canberra, hosted by GHD (first time hosting). Venues for 2016 meetings are being explored and suggested have been welcomed. The Executive Officer thanked the Chair and South Gippsland Shire Council for hosting a successful and productive meeting.

The Chair thanked everyone for attending and wished all a safe journey home.

There being no further business, the meeting closed at 12.23 pm.



C1 - REPORT

CHIEF EXECUTIVE OFFICER

ITEM C1.1**CHIEF EXECUTIVE OFFICER'S REPORT**

OFFICER: CHIEF EXECUTIVE OFFICER

DATE: 19 May 2015

RECOMMENDATION*That the Chief Executive Officer's Report be received.***20 April****Meeting with GPCAPT Greg Frisina, RAAF Base East Sale****Teleconference – Gippsland Leadership Group Executive****Meeting with Darren Chaffer, representing recreational flyers based at West Sale Airport.****22 April****Meeting with Deputy Premier James Merlino and Harriet Shing MP**

The Deputy Premier was in Sale for the announcement of the Sale Special School funding, and with **Mayor Crossley** we spent 45 or so minutes discussing Federation Training facilities in Sale and the Macalister Irrigation District. The meeting was a very positive one, and Harriet in particular has a very detailed knowledge of these matters.

23 April**Rural and Regional Mayors, CEOs and MAV Representatives Forum and Lunch, Melbourne**

VAGO Report - detailed action plan in response to report to be considered on 1 May

MAV - getting excellent access to Government Ministers and Civil servants

Rate capping - only City of Melbourne is close to CPI this year. ASU is also being active in opposing rate capping. Labor Government committed to a fair and reasonable response, understanding all matters including FAGS indexation freezing, asset management issues in rural areas, etc. Likely to have models for various classes of councils? i.e. small, regional, city etc. Main focus is metro councils and overspends there. MAV preparing a response to ESC discussion paper which will be circulated to all councils, though the timeframe is very short.

Number of Local Government performance indicators will be reduced by this Government, and they will not be linked to rate capping process

Vision Super

Defined benefits totals 1/3 of funds under management - youngest members in Defined Benefits around 40? So Super liability will be around for decades to come.

Planning Fees are statutory and haven't moved for a number of years - 22% down on where it should be with CPI movements. This is a complex matter

though - larger projects would actually decrease in fees while 'Mum and Dad' projects would increase significantly in cost if user-pays were introduced.

Local Government Act review in this cycle of Government - a very complex process that takes around 2 years, particularly with a complex situation in the Upper House.

LG relationship with SES - currently under discussion

24 April

Gippsland Regional Plan Leadership Group Meeting, Traralgon
Meeting to progress the re-write of the Gippsland Regional Plan.

25 April

A guest of the Maffra Football Club Anzac Day clash with Leongatha.

27 April

Staff officially relocate to Desailly street offices, paving the way for the redevelopment of the Port of Sale site.

28 April

Coffee catch up with Danny O'Brien, Member for Gippsland South.

Along with GM Development John Websdale, met with Federation Training representatives.

29 April

Local Government and Timber Industry Conference, Melbourne

Attended the conference with Crs Hole and Wenger. A number of interesting keynote speakers:-

Ross Hampton, CEO Australian Forest Products Association.

Japan - all new Government buildings had to use timber, and home owners are rewarded with \$\$ for utilising timber in domestic buildings. This policy is a response to carbon capture and sustainability.

China - also focussed on sustainable forestry outcomes

Rob De Fegely, Director and National president, Institute of Foresters Australia, Prime Ministers Advisory Group, Prime Ministers Forest Industry Council

Aim - to provide the Minister for Agriculture with advice on a range of forestry issues and recommendations.

Australia is 3rd highest per capita forested country, behind Russia and Canada who export significant amounts of timber and timber products, yet Australia is a net importer of timber, primarily from Asia.

Asia Pacific area is outstripping Nth America and Europe's demand for timber, predominantly from demand in China and India. Korean market for wood pellets has increased by 133% in past 5 years.

Can we increase wood production? 38 million hectares of private forest that is over-regulated and under-utilised. Need incentives for private owners.

Senator Ricky Muir

Emphasised timeliness (how quickly it happens) and importance of regrowth, emphasising sustainable practices.
Opportunities to utilise timber waste for economic purposes.
Need to consider broader future.

Latrobe - Wood Encouragement policy

The policy is an Australian first – well done Latrobe! Wood must be factored in as a component in all civic construction buildings, in 90% of the time, the prime material.

Andrew Lang - World Bioenergy Association

Biomass could provide over 20% of our final energy needs, but only 50% of all renewables is from biomass - this is only 2% of all energy. So there is a massive opportunity!

- 30 April** **Met with Trent Fairweather, Wellington Regional Tourism.**
- 4 May** **Gippsland Community Leadership Program**
- Attended a day session with Ambassadors of the program along with **Mayor Crossley** and other Gippsland Mayors.
- 8 May** **Gippsland Local Government Network Group Forum Meeting, Traralgon.**
- 11 May** **Gippsland Regional Plan Implementation Planning Day, Traralgon.**
- 12 May** **Meeting with David Wilson, Greenwattle Race Course.**
- 12 May** **Heyfield Community Councillor Meeting**
- 14 May** **Regional Development Australia Committee Meeting, Venue to be confirmed**

ITEM C1.2**APRIL 2015 PERFORMANCE REPORT**

DIVISION: CEO
 ACTION OFFICER: CHIEF EXECUTIVE OFFICER
 DATE: 19 MAY 2015

IMPACTS									
Financial	Communication	Legislative	Council Policy	Council Plan	Resources & Staff	Community	Environmental	Consultation	Risk Management
✓	✓	✓	✓	✓					

OBJECTIVE

For Council to receive and note the April 2015 Council Performance Report.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

<i>That Council receive and note the April 2015 Council Performance Report as attached.</i>
--

BACKGROUND

The April 2015 Council Performance Report comprises key highlights towards achievement of the 2013 -17 Council Plan together with an overview of Council finances including an Income Statement with commentary regarding any major variances, information on cash balances, the level of rates outstanding and a progress update on Council's Capital Works program.

OPTIONS

Following consideration of the attached April 2015 Performance Report, Council can resolve to either:

1. Receive and note the April 2015 Council Performance Report; or
2. Not receive and note the April 2015 Council Performance Report and seek further information for consideration at a later Council meeting.

PROPOSAL

That Council receive and note the attached April 2015 Council Performance Report.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

Provision of a monthly financial report to the community facilitates accountability and transparency and ensures that Council and management are able to make informed decisions in a timely manner.

COMMUNICATION IMPACT

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

LEGISLATIVE IMPACT

There is no legislative requirement for provision of a monthly Council Performance report however, Council has determined that in the interests of accountability and transparency, this report will be provided to the community.

COUNCIL POLICY IMPACT

The April 2015 Council Performance Report has been prepared in the context of existing Council policies.

COUNCIL PLAN IMPACT

Objective 2.2 states that Council will:

"Maintain processes and systems to ensure sound financial management"

Objective 2.3 states that Council will:

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

APRIL PERFORMANCE REPORT

APRIL 2015 COUNCIL PLAN HIGHLIGHTS

Labour Forum Networking Event

Council hosted the Gippsland East Local Learning and Employment Network Labour Forum for Wellington. Mr Chris Sainsbury, Director of Labour Market Research and Analysis, Department of Employment, provided recent research findings on the jobs market in Wellington. A number of guest speakers also provided their perspective on skills needs in the region.

Launch of Central Gippsland Foodmap

Economic Development Unit assisted with marketing and business liaison for the Central Gippsland Foodmap, launched at the Tinamba Food and Wine Festival 12 April 2015. The Foodmap is also being promoted as part of Council participation at the Regional Living Expo 1-3 May 2015 to attract new residents to the region.

Launch of the Forest and Wood Products Support Group

Council was represented at the launch of the Forest and Wood Products Support Group, held at Parliament House 14 April 2015. The Support Group is made up of parliamentarians who support the Victorian forest and wood products industry, and to enable them to work with industry and learn more about the importance of forest and wood products businesses to their electorates and the Victorian economy.

Panel Hearings

Panel hearings for the implementation of the Rosedale Structure Plan (Amendment C86) and Stevens St, Sale rezonings (Amendment C85 and C88) were held in April 2015. The Panel reports will be presented to Council for consideration once received.

Wellington Shire Council Municipal Pound and Animal Shelter Services Tender Approval Process

The proposed successful tenderer for the Wellington Shire Council Municipal Pound and Animal Shelter Services have been interviewed. The confidential Tender Evaluation Report will be presented to Council to consider and award.

Communications Boards

The Communications Boards to assist people with complex communication needs during an emergency have been developed in partnership with SCOPE and are now completed. Council has negotiated with SCOPE for the use of these Communication Boards to be adopted by other Councils throughout Victoria under copyright.

Community Committees Operating Subsidies

Healthy Lifestyles Community Committees unit have paid out over \$450,000.00 in operating subsidies, which represents 83% of all committees eligible.

Aqua Energy Memberships

As of the end of April 2015, Aqua Energy has 1,365 membership contracts, most of which cover several family members and 115 are either new or have been renewed.

Sale Memorial Hall Masterplan

Work has commenced on the development of a masterplan for the Sale Memorial Hall. Several site visits have been conducted with consultants and the Committee of Management, and community feedback is currently being sought with over 60 submissions already received.

Social Media Savvy (3 workshops)

Over three sessions at the end of March and throughout April, Brett deHoodt from Hootville Communications delivered information on on-line communications focussing on the power of websites, social media and eMarketing. These workshops are part of an ongoing calendar of training available to community members and volunteers to further develop skills.

There was an average attendance rate of 40 people in Sale and 15 in Yarram for each workshop. It was the first time Community Wellbeing had provided the same workshop concurrently in two locations thanks to the support of the Shire's IT team. Evaluation from participants revealed that over 80% had used learnings from the previous workshop/s. Participants reported that the presenter and information provided was really valued.

The Senior Newspaper – Victoria coverage

The Wellington RuralAccess program has been involved in both local and regional projects that have been recognised by the Victorian Senior Newspaper. The Accessible Tourism resource for Gippsland will be promoted as well as the recent Sale to Sea Disability Kayak Challenge that was held in March 2015. It is great for these projects to be promoted through a newspaper that is produced monthly and circulated to over 20,000 Victorians.

Clown Workshops

In the second week of the school holidays, ESSO BHP Billiton Wellington Entertainment Centre (EBBWEC) partnered with Groundwork Youth Theatre to present a week long clowning workshop for youth. The workshop was facilitated by master clowning performer Clint Bolster from Homunculus Theatre. With 21 participants aged from 8 through to 18, the workshop was extremely well received and attracted coverage on local radio stations and Win News.

During the month of April, 970 people attended shows at the Entertainment Centre generating an income of \$28,170.

Gippsland Art Gallery Patron Mr John Leslie OBE has provided \$30,000 to assist the Gallery in a significant acquisition

John Leslie has agreed to support the Gallery in purchasing Daniel Crawshaw's 'Silva I-IV' a large four panel oil on canvas painting depicting the steep forested hill sides near Licola. The work was completed in Crawshaw's London studio following his residency at the Cowwarr Art Space in 2013. The work was exhibited at the Gippsland Art Gallery in Crawshaw's 2014 exhibition 'High Country Gothic'. The exhibition toured to the Bayside Cultural Centre in Brighton and will be touring to the Dubbo Regional Gallery in May.

Large number of people attended the Dawn Stubbs and Lois Browns exhibition opening

165 people attended the opening of Dawn Stubbs exhibition 'Leap of Faith' and Lois Brown's exhibition 'Brown and Other Colours' at the Gippsland Art Gallery on Friday 24 April. The exhibition was opened by the Very Reverend Dr Steve Clarke, Dean of Sale and Rector of St Pauls Cathedral. The opening event was preceded by artist talks. Dawn was interviewed by ABC Gippsland for a podcast.

Donation of a Portfolio of Prints from Freestone Press

The Gallery has received a donation of 15 prints from the Genius Loci album of the Freestone Press. The works by Gippsland based artists were exhibited at the Briagolong Art Gallery between April 4 and May 3 in a project mentored by Professor Lesley Duxbury, lecturer in art at RMIT. The exhibition will tour to the Stephen McLaughlan Gallery in Swanston Street Melbourne in June and July. The local artists represented are: Helen Banks, Adelaide MacPherson, Kye Handley, Pat Waters, Wendy Chappelow, Gillian Kline, Lesley Duxbury, Judy Dorber, Louisa Waters, Valmai Todd, Ali Fullard, Fiona Reynolds, Lorraine Scott, Ness Power and Maxine Salvatore.

Continuous Improvement in Library Services

The library team reviewed the practice of mailing out 'hold notices' to patrons. Mail now takes longer to deliver via Melbourne, and time delays often result in high demand items being held in branches longer. The cost of printing notice, envelope, staff time and postage is also considerable. Instead of the mail option, where possible patrons will now receive a phone call notifying them they have an item waiting for collection.

Peppa Pig Visits Libraries during School Holiday

Peppa Pig attracted over 400 children and 200 parents/carers to our six branch libraries during the Easter school holidays. New membership registrations increased due to this event. Yarram and Sale libraries presented the program to over 100 children at each session making this one of the most successful holiday programs delivered in recent years.

Changes to Local Government Performance Framework Measures

The Department of Environment, Land, Water & Planning (DELWP) recently issued a new circular with numerous changes to the Local Government Performance Reporting Framework (LGPRF) based on the evidence from recent data trials involving all Victorian councils. An errata to the LGPRF Indicator Workbook which outlines these amendments, has now been referred and this information was distributed among the Wellington Shire LGPRF Working Group.

Desailly Street Relocation Project

All building works are now complete and staff have relocated to new office accommodation in Desailly Street, Sale on 27 April 2015. The IT Services team successfully completed ICT Relocation and the final stages of project completion included;

- New Tablet and Desktop equipment rollout to all Desailly Street Staff (160)
- New Unified Communications System offering VOIP and powerful collaborative platform
- New Meeting Rooms featuring full Wi-Fi and High Definition Video Conferencing
- New Data Centre featuring VESDA fire protection and suppression system with backup generator.
- New Microwave Communications Tower offering improved connectivity across the Shire to all remote sites.

New technology upgrade to Art Gallery and EBBWEC was commenced as part of the Desailly Street technology solution. The new phone system will also be rolled out to all remote sites

Green Army Project

Council has been successful in obtaining a grant for a Green Army project to improve habitat from Flooding Creek to the Heart.

Foodmap

WSC Foodmap was launched at the Tinamba Food and Wine Festival. Foodmap is an interactive online directory of local food producers and providers covering food businesses in Wellington Shire.

Latrobe Wharf

Council has been successful in obtaining a grant to contribute to the cost of construction of the Latrobe Wharf.

Lyons Bridge and Greigs Bridge

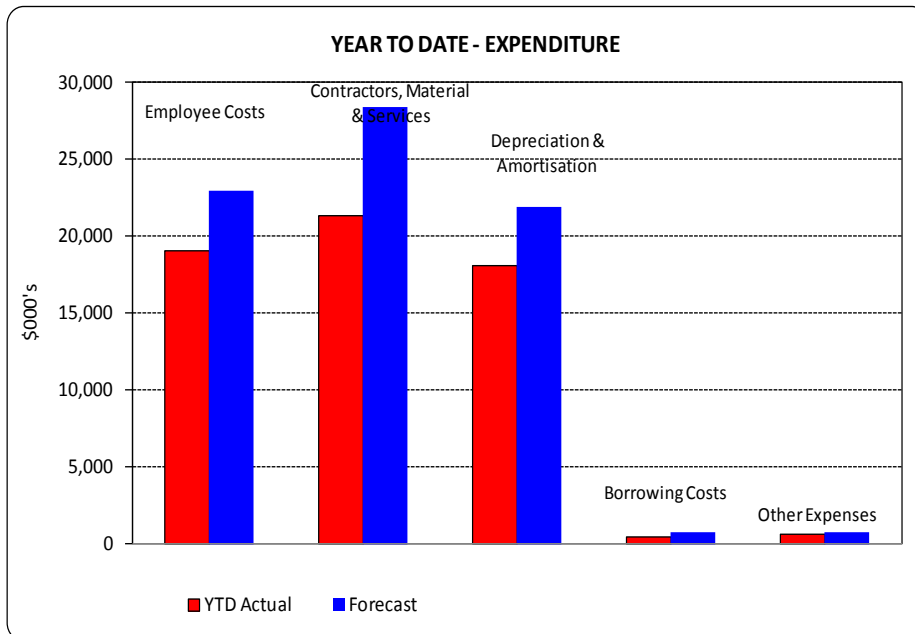
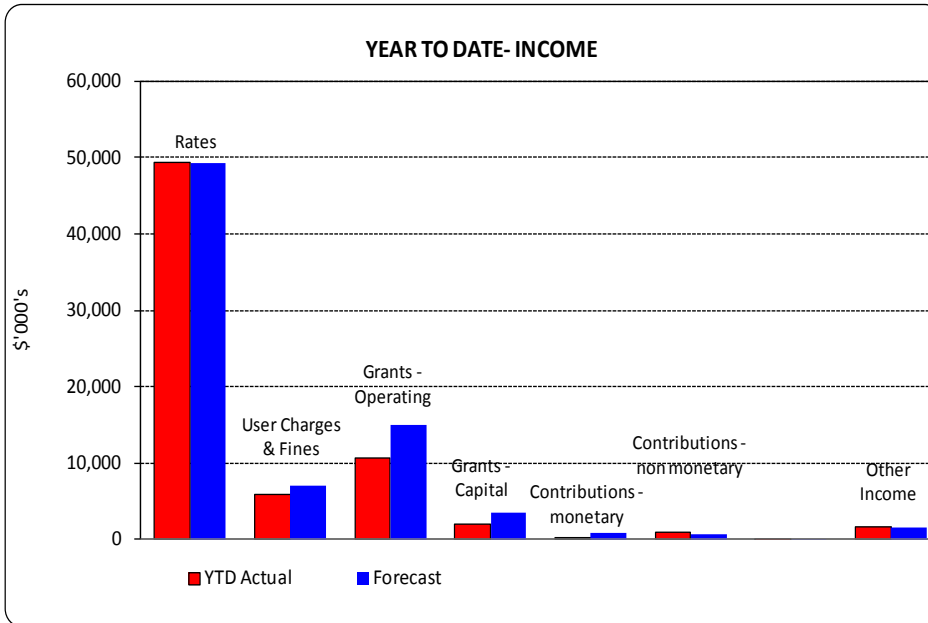
Lyons Bridge and Greigs Creek Bridge replacement are now primarily complete. The replacement of these aging timber bridges with new concrete structures ensures continued access and reduces ongoing maintenance costs

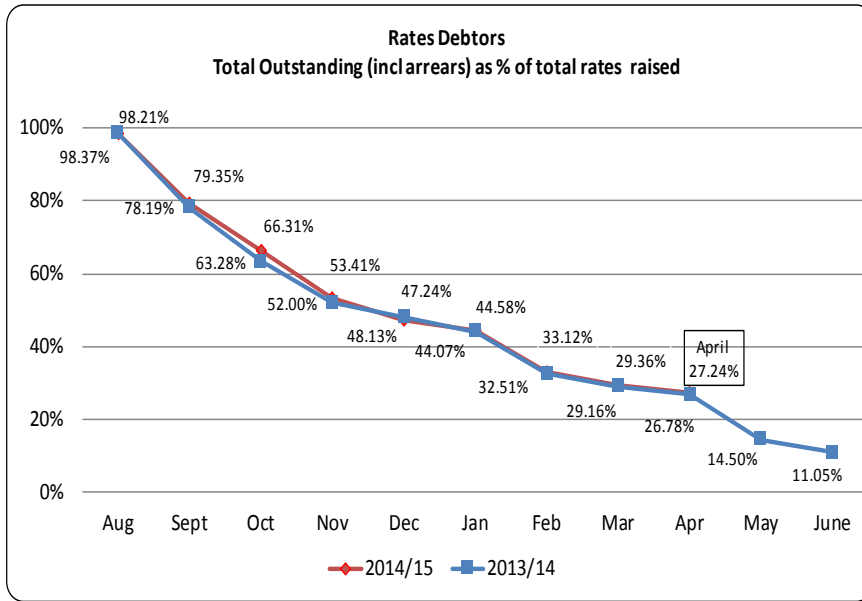


APRIL 2015 PERFORMANCE REPORT

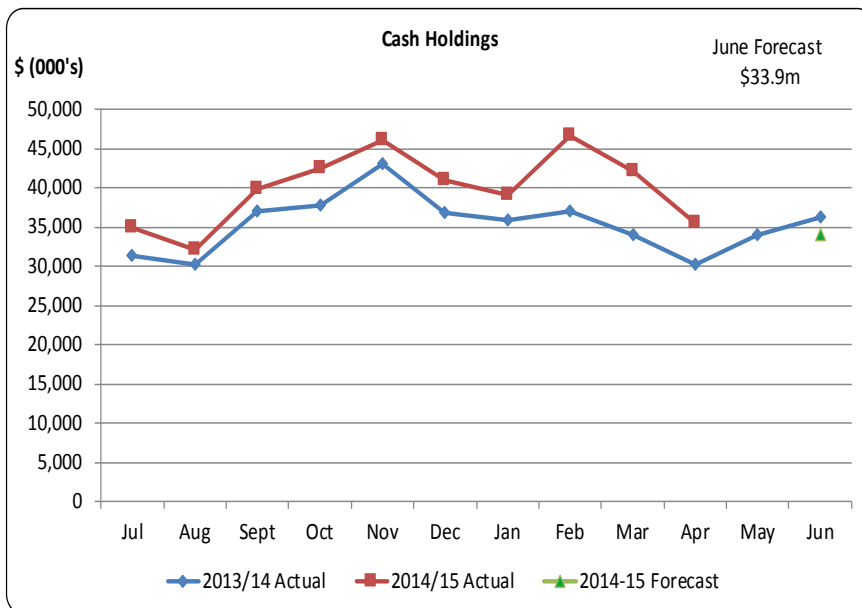
APRIL 2015 FINANCIAL HIGHLIGHTS

The financial highlight report as at 30 April 2015 provides summary information regarding Council's operating and capital works performance for the year to date.





The percentage outstanding on rate debtors as at the end of April 2015 at 27.24% is slightly above by 0.46% compared to same time last year. The final rate instalment notices will be issued early May 2015. Increased focus on debt collection measures may improve the expected final outstanding balance by 30 June 2015.



Council cash holdings at the end of April 2015 of \$35.41 million are above the April 2014 balance of \$30.14 million. The higher than expected current cash holdings includes restricted funds of \$7.50 million to cash back reserves, \$7.80 million to cover provisions and \$10.90 million associated with operating and capital carry forwards.

INCOME STATEMENT
For the period ending 30 April 2015

	FULL YEAR 2014-15				
	Actual \$000's	Forecast \$000's	Commitments \$000's	Left to Spend/Receive (After Commitments) \$000's	Adopted Budget \$000's
Income					
Rates	49,312	49,318		6	48,923
Statutory Fees & Fines	1,026	1,174		148	977
User Fees	4,842	5,839		997	5,635
Grants - Operating	10,621	14,988		4,367	14,211
Grants - Capital	1,909	3,554		1,645	5,003
Contributions - monetary	255	886		631	999
Contributions - non - monetary	858	705		(153)	-
Net gain on disposal of property, infrastructure, plant and equipment	(228)	(212)		16	93
Other Income	1,584	1,504		(80)	1,292
Total Income	70,179	77,756		7,577	77,133
Expenditure					
Employee Costs	19,055	22,967	18	3,894	23,453
Contractors, Materials and Services	21,308	28,375	765	6,302	31,006
Bad and Doubtful Debts	-	110	-	110	112
Depreciation and Amortisation	18,085	21,956	-	3,871	22,854
Borrowing Costs	507	773	-	266	816
Other Expenses	644	644	-	-	-
Total Expenditure	59,599	74,825	783	14,443	78,241
Surplus/(Deficit) for the period	10,580	2,931	783	(6,866)	(1,108)

SUMMARY

The operating result as at the end of April 2015 reflects a surplus of \$10.58 million against a full year forecast surplus of \$2.93 million. \$7.58 million of income is still to be received or raised by 30 June 2015, mostly this relates to the final 2014/15 Victoria Grants Commission instalment, the Roads to Recovery grant claim and Wellington Coast Subdivision Strategy funding, along with user fees.

A further forecast review will be undertaken during May 2015 to ensure Council is still on track to fully spend the remaining \$6.3 million on contractor, materials and services and \$3.9 million on employee costs. Overall, at this stage it is expected that there will be some adjustments to the forecast but the overall impact will be minor.

INCOME

Rates - Remaining rate revenue will depend on the building activity and supplementary valuations to be raised by 30 June 2015.

Fees & Fines - The majority of the fees and charges (\$1.14 million) to be received include three months of commercial tipping fees, and two months of user fees for leisure, entertainment facilities and registration fees. Commercial tipping fees and health registration fees are currently trending to exceed forecast, with additional income to be offset by lower than forecast animal breeder registration and income from fines.

Grants - The final instalment of the Victoria Grants Commission (\$3.05 million) will be received in May 2015. Other major grants expected to be received/raised by 30 June 2015 includes Natural disaster Funding (\$460k), Wellington Coast Subdivision Strategy funding (\$500k) and the final payment for the Energy Efficient Street Lighting Project (\$136k). The final 2014/15 claim for Roads for Recovery is an additional \$200k over forecast.

Contributions - A donation towards the Port of Sale Cultural Hub is expected to be received before 30 June 2015. Non cash developer contributions have exceeded forecast due to new subdivisions throughout the Shire.

Other income - Interest on investments is likely to exceed the forecast by approximately \$100k, resulting from a higher cash balance due to organisation wide spending being below expectations. Interest on rate debtors is likely to exceed forecast by up to \$40k.

EXPENDITURE

Employee Costs - The remaining expenditure of \$3.89 million yet to be incurred relates to the final two months of salaries and associated costs for the financial year. This is dependent on the timing of annual leave taken and the appointment of staff to vacant positions.

Contractors, Materials and Services - Major operating expenses still to be incurred include three months of waste management contractor fees and utility bills for the remainder of 2014/15. Contributions are still to be distributed to health services, community groups and through the Wellington Coast Subdivision Strategy voluntary assistance scheme. The Energy Efficient Street Lighting Project is behind schedule with the contractor increasing resources to complete works prior to June 2015. Other ongoing expenses yet to be spent include maintaining road infrastructure and the parks and environmental services program for the rest of the year.

Depreciation and Amortisation - Depreciation charges (non cash) for May and June are yet to be processed with the final calculation to be determined in June 2015.

BALANCE SHEET
As at 30 April 2015

Actual		Actual	Adopted Budget	Forecast
April 14		April 15	June 15	June 15
\$000's		\$000's	\$000's	\$000's
<u>Current Assets</u>				
30,142	Cash and Cash Equivalents	35,407	23,316	33,977
13,343	Trade and Other Receivables	14,480	4,147	5,680
96	Prepayments	130	292	261
43,581	Total Current Assets	50,017	27,755	39,918
<u>Non Current Assets</u>				
1,067	Trade and Other Receivables	1,246	873	1,247
853,990	Property, Infrastructure, Plant & Equipment	875,389	868,587	881,994
369	Intangible Assets	365	631	547
855,426	Total Non Current Assets	877,000	870,091	883,788
899,007	Total Assets	927,017	897,846	923,706
<u>Current Liabilities</u>				
2,460	Trade and Other Payables	842	5,475	5,279
784	Interest Bearing Borrowings	2,004	3,197	3,126
5,087	Employee Benefits	5,129	5,087	5,751
848	Trust Deposits	782	600	720
540	Provisions	540	540	539
9,719	Total Current Liabilities	9,297	14,899	15,415
<u>Non Current Liabilities</u>				
9,904	Interest Bearing Borrowings	11,848	11,180	10,001
302	Employee Benefits	302	437	281
1,473	Provisions	1,527	1,473	1,487
11,679	Total Non Current Liabilities	13,677	13,090	11,769
21,398	Total Liabilities	22,974	27,989	27,184
877,609	Net Assets	904,043	869,857	896,522
<u>Represented by Ratepayer Equity</u>				
275,757	Accumulated Surplus	295,771	268,961	289,280
595,905	Reserves	600,729	595,903	600,729
5,947	Other Reserves	7,543	4,993	6,513
877,609	Total Equity	904,043	869,857	896,522

CAPITAL EXPENDITURE PROGRAM EXPENDITURE

For the period ending 30 April 2015

	FULL YEAR 2014-15				
	Actual	Forecast	Commitments	Left to Spend/ Receive (After Commitments)	Adopted Budget
	\$000's	\$000's	\$000's	\$000's	\$000's
Bridges	640	1,012	-	373	1,823
Drainage	64	150	-	86	150
Footpaths & Cycleways	248	862	8	606	932
Plant, Machinery & Equipment	828	2,113	717	568	1,786
Roads	4,188	7,899	1	3,710	10,353
Buildings	7,716	11,434	227	3,491	12,315
Parks & Environmental Services	1,255	2,094	174	665	3,773
Waste Management	15	197	14	168	753
Landfill Improvements	12	12	-	-	30
Furniture and Fittings	341	368	24	3	257
Information Technology	579	718	26	113	769
Library Books	227	245	9	9	251
Intangibles	263	278	3	13	444
Grand Total	16,376	27,382	1,203	9,804	33,636

As at 30 April 2015, the capital expenditure forecast is \$27.38 million, down from an adopted budget of \$33.64 million due to works budgeted for 2014/15 which will now be carried forward into 2015/16. This includes multiyear projects such as the Port of Sale Cultural Hub and Gordon Street Recreation Reserve Clubrooms Redevelopment, and other delayed projects including Stephenson Park Power Supply Upgrade and the Sale Transfer Station works.

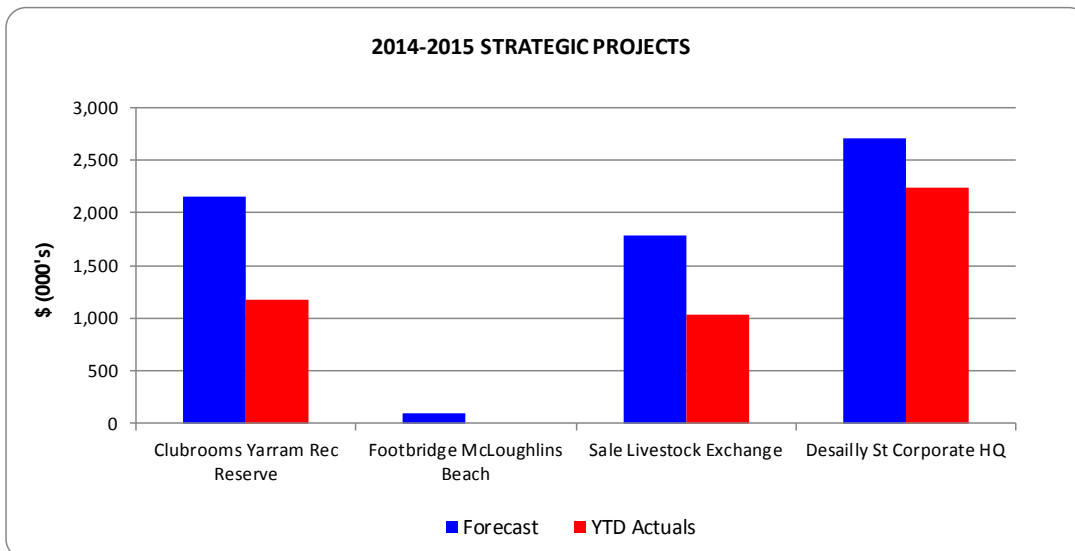
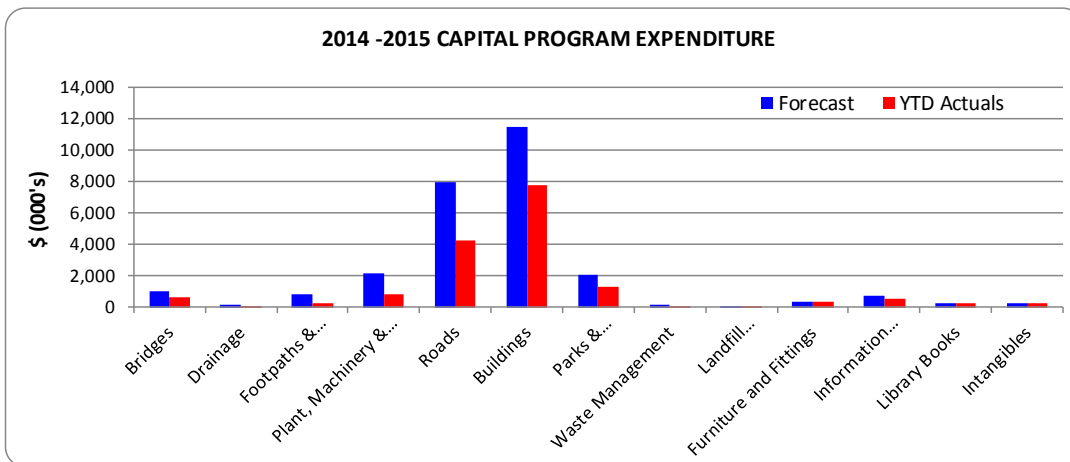
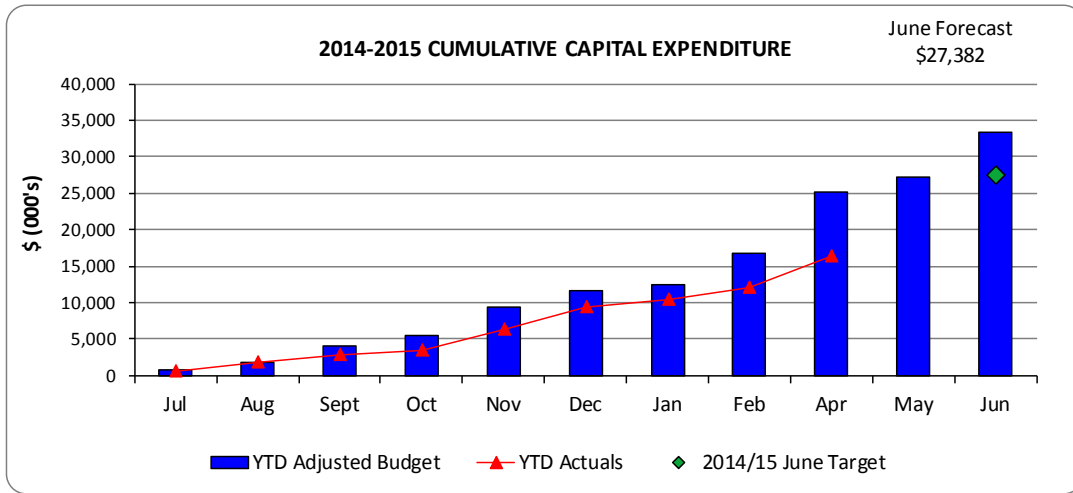
Of the 143 projects planned for this year, 38% are complete, 40% have commenced, 2% are in the contract stage and 15% are in preplanning. The remaining 5% includes Maxfield's Footbridge renewal which is on hold awaiting the decision of a funding application. The proposed work on Taylors Lane has been cancelled due to an unsuccessful funding application.

The Yarram District Hub building works are complete and Lawler Street road works are expected to be completed in May 2015. Works on the Yarram Recreation Reserve clubrooms refurbishment are progressing, however there have been some issues with design which will delay the completion to July 2015. Works on the Sale Livestock Exchange upgrade are continuing with the shed fabrication complete and the walkway under construction, the fit out is expected to be completed by July 2015 and the civil works will continue in 2015/16. Replacement of Aqua Energy's boilers will occur in May 2015, further works on 25m pool heaters will continue in 2015/16.

The Desailly Street Corporate Headquarters project has been completed within forecast and is now occupied by Council staff. The associated information and communication systems have also been completed, with work on remote sites continuing after the decommissioning of the Port of Sale Business Centre in preparation for the new Port of Sale Cultural Hub. The concept design for the Port of Sale Cultural Hub project has been approved by Council and the final design is expected to be completed by July 2015. The Royal Flying Doctor Service facilities at Sale Oval are on track to be completed within forecast in May 2015.

The annual road reseal program (\$3.0 million) has been completed with the exception of the asphalt urban street program which has been delayed due to wet weather and will now be completed in May 2015. Designs for Pearson Street Maffra are currently being finalised with works to be completed by December 2015. The majority of works have been completed on the Heyfield George Street Parking Redevelopment with footpaths and civil works to be completed in May 2015.

Of the \$1 million forecast for major plant 82% of items have either been purchased or committed. The fleet renewal program is on track to finalise purchases within forecast, with the exception of one purchase which may be delayed to 2015/16.





C2 - REPORT

GENERAL MANAGER CORPORATE SERVICES

ITEM C2.1**ASSEMBLY OF COUNCILLORS**

DIVISION: CORPORATE SERVICES

ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES

DATE: 19 MAY 2015

IMPACTS									
Financial	Communication	Legislative	Council Policy	Council Plan	Resources & Staff	Community	Environmental	Consultation	Risk Management
		✓		✓					

OBJECTIVE

To report on all Assembly of Councillor records received for 21 April 2015 and during the period 28 April 2015 to 11 May 2015.

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

That Council note and receive the attached Assembly of Councillors records received for the 21 April 2015 and during the period 28 April 2015 to 11 May 2015.

BACKGROUND

Section 80A of the *Local Government Act 1989* requires a written record to be kept of all assemblies of Councillors, stating the names of all Councillors and Council staff attending, the matters considered and any conflict of interest disclosures made by a Councillor. These records must be reported, as soon as practicable, at an ordinary meeting of the Council and recorded in the minutes.

Below is a summary of all assembly of Councillors records received for 21 April 2015 and during the period 28 April 2015 to 11 May 2015.

Assembly of Councillors summary of reports received for 21 April 2015 and between 28 April 2015 to 11 May 2015		
Date	Matters considered	Councillors and officers in attendance
21 April 2015	Heyfield Community Meeting Councillors' Diary Meeting	Councillor Crossley, Rossetti, Cleary, Davine, McCibbin, Mclvor, Wenger, Hole David Morcom, Chief Executive Officer Sharon Willison, Mayoral & Councillor Support Officer (Item 1 & 2) Meg Capurso Community Planning Officer (Item 1)
5 May 2015	Councillors' Diary Meeting	Councillors Crossley, Rossetti, Cleary, Davine, McCubbin, Mclvor, Wenger and Hole David Morcom, Chief Executive Officer Sharon Willison, Mayoral & Councillor Support Officer

Assembly of Councillors summary of reports received for 21 April 2015 and between 28 April 2015 to 11 May 2015

Date	Matters considered	Councillors and officers in attendance
5 May 2015	Pre Council Agenda Community Assistance Grants – Projects and Events Cunninghame Street Special Charge Scheme Updates Disposal of surplus furniture at the PoS Civic Centre building	Councillors Crossley, Rossetti, Cleary, Davine, Duncan (Items 2 to 4), McCubbin, Mclvor, Wenger and Hole David Morcom, Chief Executive Officer Arthur Skipitaris, General Manager Corporate Services Chris Hasite, General Manager Built & Natural Environment Glenys Butler, General Manager Community & Culture John Websdale, General Manager Development Daniel Miller, Acting Manager Heathy Lifestyles (Item 2) Dean Hardisty, Community Facilities Planning & Grants Officer (Item 2) John Tatterson, Manager Built Environment (Item 3) Tom Weatherall, Coordinator Built Environment Planning (Item 3) Sharon Houlihan, Coordinator Precinct Project (Item 4) David Butler, Coordinator Built Environment Facilities (Item 4)

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 and seek further information for consideration of a future Council meeting.

PROPOSAL

That Council note and receive the attached assembly of Councillors records received for 21 April 2015 and during the period 28 April 2015 to 11 May 2015.

CONFLICT OF INTEREST

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

LEGISLATIVE IMPACT

The reporting of written records of assemblies of Councillors to the Council in the prescribed format complies with Section 80A of the *Local Government Act 1989*.

COUNCIL PLAN IMPACT

The Council Plan 2013-17 Theme 2 Organisational states the following strategic objective and related strategy:

Strategic Objective

"An organisation that is responsive, flexible, honest, accountable and consistent."

Strategy 2.3

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

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

ASSEMBLY OF COUNCILLORS

1. DATE OF MEETING:

21/04/2015

2. ATTENDEES: (list only names of Councillors and/or staff)

Councillors:

Name	In attendance (tick)		Name	In attendance (tick)	
	Yes	No		Yes	No
Cr Crossley	√		Cr McCubbin	√	
Cr Rossetti	√		Cr Mclvor	√	
Cr Cleary	√		Cr Wenger	√	
Cr Davine	√		Cr Hole	√	
Cr Duncan		√			

Officers In Attendance:

Name	In attendance (tick)		Name	In attendance (tick)	
	Yes	No		Yes	No
D Morcom, CEO	√		G Butler, GML		
C Hastie, GMB&NE			J Websdale, GMD		
A Skipitaris, GMCS					

Others in attendance: (list names and item in attendance for)

Name	Item No.	Name	Item No.
Sharon Willison	1 & 2		
Meg Capurso	1		

3. Matters/Items considered at the meeting (list):

1. Heyfield Community Meeting

2. Councillors' Diary Meeting

4. Conflict of Interest disclosures made by Councillors:

Nil

ASSEMBLY OF COUNCILLORS

1. DATE OF MEETING:

5/05/2015

2. ATTENDEES: (list only names of Councillors and/or staff)

Councillors:

Name	In attendance (tick)		Name	In attendance (tick)	
	Yes	No		Yes	No
Cr Crossley	√		Cr McCubbin	√	
Cr Rossetti	√		Cr Mclvor	√	
Cr Cleary	√		Cr Wenger	√	
Cr Davine	√		Cr Hole	√	
Cr Duncan		√			

Officers In Attendance:

Name	In attendance (tick)		Name	In attendance (tick)	
	Yes	No		Yes	No
D Morcom, CEO	√		G Butler, GML		
C Hastie, GMB&NE			J Websdale, GMD		
A Skipitaris, GMCS					

Others in attendance: (list names and item in attendance for)

Name	Item No.	Name	Item No.
Sharon Willison	1		

3. Matters/Items considered at the meeting (list):

- 3. Councillors' Diary Meeting

4. Conflict of Interest disclosures made by Councillors:

Nil

ASSEMBLY OF COUNCILLORS

1. DATE OF MEETING:

5/05/2015

2. ATTENDEES: (list only names of Councillors and/or staff)

Councillors:

Name	In attendance (tick)		Name	In attendance (tick)	
	Yes	No		Yes	No
Cr Crossley	✓		Cr McCubbin	✓	
Cr Rossetti	✓		Cr Mclvor	✓	
Cr Cleary	✓		Cr Wenger	✓	
Cr Davine	✓		Cr Hole	✓	
Cr Duncan (<i>Items 2 to 4</i>)	✓				

Officers in Attendance:

Name	In attendance (tick)		Name	In attendance (tick)	
	Yes	No		Yes	No
D Morcom, CEO	✓		G Butler, GMCC	✓	
A Skipitaris, GMCS	✓		J Websdale, GMD	✓	
C Hastie, GMBNE	✓				

Others in attendance: (list names and item in attendance for)

Name	Item No.
	1
Dean Hardisty, Daniel Miller	2
John Tatterson, Tom Weatherall	3
Sharon Houlihan, David Butler	4

3. Matters / Items considered at the meeting (list):

1. Pre-Council Agenda
2. Community Assistance Grants – Projects & Events
3. Cunninghame Street Special Charge Scheme Update
4. Disposal of surplus furniture at the PoS Civic Centre building

4. Conflict of Interest disclosures made by Councillors:

Nil

ITEM C2.2**REMUNERATION COMMITTEE MINUTES**

DIVISION: CORPORATE SERVICES
 ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES
 DATE: 19 MAY 2015

IMPACTS									
Financial	Communication	Legislative	Council Policy	Council Plan	Resources & Staff	Community	Environmental	Consultation	Risk Management
			✓	✓					

OBJECTIVE

To note and receive the minutes and endorse the actions of the Remuneration Committee meeting held on 21 April 2015.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY**RECOMMENDATION*****That:***

- 1. Council note and receive the Remuneration Committee Meeting Minutes held on 21 April 2015 as attached; and**
- 2. Council endorse the actions from the Remuneration Committee meeting held on 21 April 2015 as detailed in the attached minutes.**

OPTIONS

Council has the following options:

1. To note and receive the Remuneration Committee Meeting Minutes held on 21 April 2015 and endorse the actions from the meeting, or
2. To not note and receive the Remuneration Committee Meeting Minutes held on 21 April 2015 or endorse the actions from the meeting and seek further information for consideration at a future Council meeting.

PROPOSAL

It is proposed that:

1. Council note and receive the Remuneration Committee Meeting Minutes held on 21 April 2015 as attached; and
2. Council endorse the actions from the Remuneration Committee meeting held on 21 April 2015 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 POLICY IMPACT

The Remuneration Committee reviews Councillor entitlements, expenses, reimbursements and gifts in terms of alignment with Council policy direction to ensure maintenance of open governance in relation to Councillor benefits.

COUNCIL PLAN IMPACT

The Council Plan 2013–17 Theme 2 Organisational states the following strategic objective and related strategy:

Strategic Objective

“An organisation that is responsive, flexible, honest, accountable and consistent.”

Strategy 2.3

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

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



REMUNERATION COMMITTEE MINUTES

Tuesday 21 April 2015 – 10.30am CEO's Meeting Room

MINUTES

PRESENT Councillor Peter Cleary (Acting Chair)
Councillor Malcolm Hole
David Morcom (Chief Executive Officer)
Arthur Skipitaris (General Manager Corporate Services)

APOLOGIES: Councillor John Duncan

DECLARATION OF CONFLICTS OF INTEREST:

No Conflicts of Interest were declared.

1. Councillor Costs and Reimbursements

- Councillor Expense Report YTD as at 31 March 2015
- Councillor Support Budget Report YTD as at 31 March 2015

Discussion: Financials reviewed by all in attendance. It was agreed that the Notes on page 3 be amended to read "Councillor allowances paid monthly in advance" and "Mayoral allowances paid monthly in advance". There was nothing deemed to be excessive and all accepted.

Action: General Manager Corporate Services undertook to determine which of the attachments can be included in the minutes that are tabled in the Council meeting agenda.

2. Definition of "Meeting Costs"

At the previous meeting of the Committee, General Manager Corporate Services undertook to check the definition and inclusions of "Meeting Costs" as detailed in the expense summary and report back to the next Remuneration Committee meeting. All items now have a description included in the agenda.

3. General Business

N/A

The meeting closed at 10.40am

Attachments:

1. Councillor Expense Summary Report as at 31 March 2015

Attachment 1 - Councillor Expense Summary Report as at 31 March 2015

Wellington Shire Council							
Councillors							
01100. Councillors Master Account							
Activity Details							
For Period 1 July 2014 to 31 March 2015							
Activity	Ledger Code	YTD Actuals (incl oncosts)	YTD Budgets	YTD Variance	Commitments	2014/ 15 Adopted Budget	2014/ 15 Adjusted Budget
Councillor and Mayoral Allowances		271,377	288,981	17,604	-	360,400	360,213
Other Councillor expenses		19,628	34,003	14,375	1,619	47,250	47,250
Grand Total		291,005	322,984	31,979	1,619	407,650	407,463



C3 - REPORT

GENERAL MANAGER DEVELOPMENT

ITEM C3.1**PROPOSED TENDER AWARD MUNICIPAL POUND AND ANIMAL SHELTER SERVICES**

DIVISION: DEVELOPMENT
 ACTION OFFICER: MANAGER MUNICIPAL SERVICES
 DATE: 19 MAY 2015

IMPACTS									
Financial	Communication	Legislative	Council Policy	Council Plan	Resources & Staff	Community	Environmental	Consultation	Risk Management
✓	✓	✓		✓		✓		✓	✓

OBJECTIVE

For Council to enter into an agreement to award the tender for contract of the Wellington Shire Council Municipal Pound and Animal Shelter Services.

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

That

- 1. Council adopts the recommendation contained in the attached confidential Tender Evaluation Report at Item F1.1 of the Council Meeting Agenda for contract 2014-044 Municipal Pound and Animal Shelter Services; and**
- 2. The information contained in the confidential document Item F1.1 Contract 2014-044 Municipal Pound and Animal Shelter Services be designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the General Manager Development on 2 May 2015 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989: c) Contractual matters be designated confidential information under Section 77 Clause (2)(b) of the Local Government Act 1989, except that once this recommendation has been adopted the name of the successful tendered can be made public.**

BACKGROUND

The service is to renew the contract for the management of the Wellington Shire Council Municipal Pound and Animal Shelter Services. The management and administration includes caring for impounded animals, collection of release and registration fees on behalf of WSC, providing emergency/respice care for animals who owners are temporarily unable to, reuniting owners with their lost animals, and holding animals seized in accordance with relevant legislation.

The current contact is with Animal Aid, who have been managing the pound since 2010, employing staff and volunteers to effectively carry out the day-to-day operation of the service. Working with Animal Aid, council currently has some of the highest successful rehoming and lowest euthanasia rates in Victoria. Council does not have the physical or financial resources available to offer this service.

The tender is for an initial period of five years with an additional one (1) year plus one (1) year at the sole discretion of Council. The successful contractor will be invited to provide updated rates prior to the commencement of any extension period.

OPTIONS

Council has the following options:

1. To adopt the recommendations contained in the attached confidential Tender Evaluation Report for Contract 2014-044 Provision of Municipal Pound and Animal Shelter Services:
or
2. Not enter into a contract and seek further information.

PROPOSAL

It is proposed that Council enter into a contract for the 2014-044 Municipal Pound and Animal Shelter Services.

CONFLICT OF INTEREST

No Staff and/or Contractors involved in the compilation of this Report have declared a Conflict of Interest.

FINANCIAL IMPACT

Council has provided a budget of \$1M for the five year period of this contract, and with some minor internal adjustments, this will fund the award of this contract. To partly offset this cost, it is estimated that Council will receive approximately \$300K in pound release income and \$1.6M in animal registration fees over the same five year period.

COMMUNICATION IMPACT

The successful tenderer will continue maintaining the current communication strategies, which includes a full page article in the Wellington News, appearing in the local newspapers each week, the Customer Service Adoption Slide Show, and regular quarterly advertising in editions of Wellington Matters.

LEGISLATIVE IMPACT

Wellington Shire Council is committed to ensuring the Contract tendering process complies with the Victorian *Local Government Act 1989* and the Victorian Local Government Code of Tendering

COUNCIL PLAN IMPACT

The Council Plan 2013-2017 Theme 7 Community Wellbeing states the following strategic objective and related strategy.

Strategic Objective

Enhance health and wellbeing for the whole community

Strategy 7.7

Work in partnerships to provide leadership and strategic direction on issues or risks relating to community safety.

RESOURCES AND STAFF IMPACT

The successful tender staff will provide the staff and resources to manage this contract.

RISK MANAGEMENT IMPACT

It is considered that the proposed contract will not expose Council to any significant risks. All Occupational and Health Safety Risks are required to be reported by the contractor to the Manager Municipal Services at the 6 monthly contract performance audits. Any identified immediate risks are discussed during the scheduled quarterly meetings.



C4 - REPORT

GENERAL MANAGER BUILT AND NATURAL ENVIRONMENT

ITEM C4.1**WEST SALE AIRPORT EASTERN
RECREATION AVIATION PRECINCT FREEHOLD LAND
DEVELOPMENT**

DIVISION: BUILT AND NATURAL ENVIRONMENT
 ACTION OFFICER: GENERAL MANAGER BUILT AND NATURAL ENVIRONMENT
 DATE: 19 MAY 2015

IMPACTS									
Financial	Communication	Legislative	Council Policy	Council Plan	Resources & Staff	Community	Environmental	Consultation	Risk Management
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

OBJECTIVE

The objective of this report is to seek Council authorisation to progress freehold land sales within the Eastern Recreational Aviation Precinct (ERAP) at West Sale Airport (WSA).

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

That:

- 1. Council authorise the Chief Executive Officer to:**
 - a. Execute necessary documentation associated with applying for a plan of subdivision for all lots within the Eastern Recreational Aviation Precinct.**
 - b. Sell land to existing lessees within Stage One described as Lots 7A, 7B, 7C, 7D, Lot 8 and Lot 22 of the West Sale Airport – Eastern Recreational Aviation Precinct at or below market value in line with the Land Sales Framework (Confidential Attachment Six).**
 - c. Sell land within Stage 1b of the West Sale Airport – Eastern Recreational Aviation Precinct at or below market value in line with the Land Sales Framework (Confidential Attachment Six).**
- 2. Council advertises its intention to sell land at West Sale Airport, described as Stage One and 1b in Attachment One, at or below market value, subject to the provisions of the Local Government Act 1989 section 189 and 223, including calling for submissions in relation to the proposed sale.**

The information contained in Confidential Attachments Four, Five and Six be designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the General Manager Built and Natural Environment on 4 May 2015 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989: h) any other matter which the Council or special committee considers would prejudice the Council or any person; be designated confidential information under Section 77 Clause (2)(b) of the Local Government Act 1989

BACKGROUND

A number of previous Council reports, workshops and advisory group meetings have been completed which have discussed freehold land sales at West Sale Airport.

On 18 February 2014 Council resolved, that:

1. *Council receive the West Sale Airport Report on Land Tenure as presented in confidential Attachment One, and authorise the Chief Executive Officer to progress each of the report's recommendations; and*
2. *Arising out of these recommendations, Council receive the West Sale Airport – Eastern Precinct Plan (Recreational Aviation) as presented in Attachment Four and authorise the Chief Executive Officer to commence work to develop Stage 1 as freehold land or enable leasehold land as described on this plan and in accordance with the Local Government Act 1989; and*
3. *Subject to the agreement of all existing lessees being provided, the Chief Executive Officer progress the subdivision and sale of land described as Lot 7A, 7B, 7C, 7D and Lot 8 as described in the West Sale Airport – Eastern Precinct Plan (Recreational Aviation) presented in Attachment Four in accordance with the Local Government Act 1989.*
4. *Complete an update of the West Sale Airport Masterplan 2011 to ensure it is consistent with this report's recommendations.*

To progress this recommendation, the following works has been completed:

1. Concept plan – The Airport Group (Attachment One).
2. Review of Wastewater Treatment and Disposal Options – SMEC Urban (Attachment Two).
3. Vegetation Overview and Habitat Hectares Assessment – Ethos NRM (Attachment Three).
4. Cost Plan estimates – The Airport Group (Confidential Attachment Four).
5. Valuation Report – Valuer General Victoria / CBRE (Confidential Attachment Five).
6. Land Sales Framework – (Confidential Attachment Six).

Reports 1-3 can be found as attachments to this report. Reports confirm that there are no significant constraints to selling land within the ERAP.

Project stages initially outlined in the 18 February 2014 Council Report (as shown below) depict the various steps with all actions in Step One and Step Two having now been progressed.

1. Pre-planning, including ensuring viability of concept/approach:

- CASA considerations.
- Legal advice.
- Resourcing the project.
- Investigation of planning scheme controls / overlays.
- Draft a 10 year capital development program.
- Revise any current strategic or operational documents e.g. masterplan and aerodromes manual.

2. Detailed implementation plan:

- Impact assessment.
- Timeline and staging of sales.
- Marketing plan including prospectus and disclosure statements.
- Terms of sale.
- Drafting of required documents to ensure sound governance and control on development.
- Method for appointing agent/managing enquiries.

3. Council resolution to approve the sale of land:

- In accordance with the detailed implementation plan – WSA Land Sales Framework.
- Authorisation of relevant officers to implement the project.
- Allocation of capital budget to support project.

This report seeks to progress Step Three above. Work on the WSA Masterplan Update has commenced and this will be the subject of a future Council report.

OPTIONS

Council has the following options:

1. Progress actions as recommended in this report; or
2. Identify alternative actions as determined by Council; or
3. Not progress with recommendations at this time.

PROPOSAL

That:

1. Council authorise the Chief Executive Officer to:
 - a. Execute necessary documentation associated with applying for a plan of subdivision for all lots within the Eastern Recreational Aviation Precinct.
 - b. Sell land to existing lessees within Stage One described as Lots 7A, 7B, 7C, 7D, Lot 8 and Lot 22 of the West Sale Airport – Eastern Recreational Aviation Precinct at or below market value in line with the Land Sales Framework (Confidential Attachment Six).
 - c. Sell land within Stage 1b of the West Sale Airport – Eastern Recreational Aviation Precinct at or below market value in line with the Land Sales Framework (Confidential Attachment Six).
2. Council advertises its intention to sell land at West Sale Airport, described as Stage One and 1b in Attachment One, at or below market value, subject to the provisions of the Local Government Act 1989 section 189 and 223, including calling for submissions in relation to the proposed sale.
3. The information contained in Confidential Attachments Four, Five and Six be designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the General Manager Built and Natural Environment on 4 May 2015 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989: h) any other matter which the Council or special committee considers would prejudice the Council or any person; be designated confidential information under Section 77 Clause (2)(b) of the Local Government Act 1989.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

Council's draft 2015/16 budget makes provision for capital works to prepare some lots for freehold land sales. Proposed revenue from the sale of land within the ERAP will be greater than the costs of preparing lots for sale.

Land values are detailed within Confidential Attachment Five. It is proposed that land in Stage 1 is offered for sale *at or below market value*. The sale of land would provide a one off revenue input for Council. Offering for sale land *at or below market value* is anticipated to ensure a higher likelihood of existing occupiers purchasing.

Other relevant financial considerations are contained within the Confidential Attachments Four and Six.

COMMUNICATION IMPACT

An Information Package and marketing material is proposed to be developed and will be used as a key communication tool with current and prospective purchasers, users and wider stakeholders at WSA.

In addition, a key focus of the role of Airport Manager will be to initiate and maintain communications with interested parties.

LEGISLATIVE IMPACT

Suitably experienced and qualified consultants have developed / reviewed reports and plans to ensure they are consistent with applicable legislation including relevant Civil Aviation regulations, codes, standards and guidelines.

All land transactions progressed as a result of the recommendations of this report must comply with the requirements of the *Local Government Act 1989*.

Section 189 of the Local Government Act 1989 (Vic) obligates Council to provide public notice of the proposal, and to give consideration to any submissions received.

In the event that land is to be sold at less than current market value, Council should explain the circumstances that justify a lower value. A valuation must also be obtained which is not more than six months old. Council has a valuation current as of January 2015.

A further Council report may be provided following the receipt of any public submissions. This report would be to consider submissions and to seek a further resolution in relation to this matter.

COUNCIL POLICY IMPACT

Wellington Shire Council's Policy for the Sale, Exchange and Acquisition of Land accords with best practice guidelines from the Department of Planning and Community Development. It states that transactions should be in the best interests of the community and provide the best result (financial and non-financial) for Council and the community. In instances where transactions are at less than market value, an explanation of the circumstances and reasons or factors should be provided.

COUNCIL PLAN IMPACT

The Council Plan 2013-17 Theme 4 Infrastructure states the following strategic objective and related strategies:

Strategic Objective

"Assets and infrastructure that meet current and future community needs."

Strategy 4.1

"Undertake service delivery planning to provide community assets in response to identified needs."

Strategy 4.2

"Ensure assets are managed, maintained and renewed to meet service needs."

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

PLANNING POLICY IMPACT

A plan of sub division is required to be drafted and the relevant planning application be made.

RESOURCES AND STAFF IMPACT

The overall management of the implementation of actions within the recommendations of this report will be provided for within the Built and Natural Environment Division. Specialised advice may continue to be procured from time to time such as legal, aviation and engineering.

COMMUNITY IMPACT

It is generally considered that the "freeing up" of land for purchase within the ERAP will be well received by interested parties including current lessees within the proposed freeholding lots.

ENVIRONMENTAL IMPACT

The recommendations contained within this report are not considered to have any negative environmental impacts.

CONSULTATION IMPACT

Feedback from discussions with current occupiers indicates that provision of freehold land is likely to be well received and activate recreational aviation at WSA.

As outlined above, under the Local Government Act 1989, (Vic) Council would be required to consider submissions in the event submissions were received.

RISK MANAGEMENT IMPACT

Consideration has been given to mitigate any risks to Council in the development of the WSA ERAP.





West Sale Aerodrome

Review of Wastewater Treatment and Disposal Options

March 2015



www.smecc.com

DOCUMENT/REPORT CONTROL FORM

File Location Name:	L:\work\ENG\30041852W.00 - WSC West Sale Aerodrome WW System Review\4. Technical Work Area\4.3 ENG
Project Name:	West Sale Aerodrome - Review of Wastewater Treatment and Disposal Options
Project Number:	30041852W
Revision Number:	2

Revision History

Revision #	Date	Prepared by	Reviewed by	Approved for Issue by
1	26/02/15	Nathan Green	Sam Pye	Sam Pye
2	20/03/15	Nathan Green	Sam Pye	Sam Pye

Issue Register

Distribution List	Date Issued	Number of Copies
Wellington Shire Council	26/02/2015	1
Wellington Shire Council	20/03/2015	1

SMEC Company Details

SMEC – Australia & New Zealand Division

18 Breed St, Traralgon, VIC, 3844, Australia

(PO Box 837, Australia)

Tel:	+61 3 5173 0100	Fax:	+61 3 5174 0088
Email:	traralgon@smec.com	Website:	www.smec.com

The information within this document is and shall remain the property of:

Wellington Shire Council

TABLE OF CONTENTS

LIST OF FIGURES	4
LIST OF TABLES.....	4
1. EXECUTIVE SUMMARY	5
2. INTRODUCTION	8
2.1. Objective	8
2.2. Assumptions	8
2.3. Background.....	9
2.4. Summary of Previous Investigation.....	10
2.5. Methodology	10
3. WASTEWATER SYSTEM	11
3.1. Existing Wastewater System.....	11
3.2. Wastewater Loads.....	12
3.3. Current Capacity.....	14
3.3.1. Pump Station.....	14
3.3.2. Evaporation Lagoon.....	14
3.3.3. Capacity Summary.....	21
4. WASTEWATER TREATMENT AND DISPOSAL OPTIONS	25
4.1. Treat and Dispose Locally	25
4.2. Transfer to Gippsland Water Infrastructure.....	26
4.3. Assessment of Options	28
5. RECOMMENDATION	30
APPENDIX A WEST SALE AERODROME SITE LAYOUT	31
APPENDIX B EVAPORATION LAGOON SITE VISIT.....	32
APPENDIX C WASTEWATER LOADINGS	33

LIST OF FIGURES

Figure 1: WSA Eastern Precinct Development Plan - Proposed Subdivision Layout.....	9
Figure 2: Indicative Summary of Lagoon Processes.....	16
Figure 3: Connection into Gippsland Water Wastewater Infrastructure.....	27

LIST OF TABLES

Table 1: Estimated Wastewater Loadings (By Contributors)	5
Table 2: Ultimate demand scenarios.....	6
Table 3: Summary of Treatment and Disposal Options	7
Table 4: EPA Guide to Design Rates for Wastewater Treatment Plants.....	13
Table 5: Estimated Wastewater Loadings (2006 vs. Current)	13
Table 6: Estimated Wastewater Loadings (By Contributors)	14
Table 7: Design Flows.....	17
Table 8: Treated Effluent Class Requirements.....	20
Table 9: Ultimate demand scenarios.....	21
Table 10: Trigger Point Analysis for Augmentation under various Development Scenarios	23
Table 11: Irrigation disposal - polishing by filter and UV	25
Table 12: Irrigation disposal - polishing by maturation lagoon.....	26
Table 13: Additional evaporation lagoon.....	26
Table 14: Estimated cost to meet Gippsland Water Standards (Retrofit Jacksons Drive SPS).....	27
Table 15: Summary of Treatment and Disposal Options	29

1. EXECUTIVE SUMMARY

The following report has been prepared for Wellington Shire Council to determine appropriate wastewater treatment and disposal options for the present and future development of the West Sale Aerodrome (WSA) in light of a new subdivision within the Eastern Precinct of the WSA. Council intends to subdivide the current Eastern Precinct at West Sale Aerodrome into 39 lots, 5 of which are currently leased with one being connected to the existing wastewater treatment and disposal system. Several new lots have been earmarked for commercial/retail purposes. The intent is to release the allotments in stages depending on the level of interest.

Wastewater loads have been calculated based on the latest version of design loading rates set out in the EPA's Code of Practice for Small Sewage Treatment Plants and occupancy estimates derived from previous investigations and consultation with Council and relevant stakeholders. This design methodology is consistent with that conducted for the wastewater treatment and disposal assessment in 2006 given the lack of actual volume and flow information measured on site.

Currently, the maximum daily flow for the entire system has been calculated at 10,675 L/d, based on the current loads at full occupancy. With variable occupancy taken into account, the current average daily flow for the entire system is estimated to be 8,164 L/d. With the proposed development within the Eastern Precinct taken into account, the ultimate (future) maximum daily flows are expected to increase to 19,750L/d with average daily flows of 13,810 L/d. The maximum daily flows expected are below the old EPA Licence conditions of 20,000 L/d. Therefore, an EPA Works Approval is unlikely to be required as a result of the proposed sub development at WSA.

The contributions of various areas within the WSA to the overall ultimate demand are depicted in Table 1 below. Calculations can be found in Appendix C.

Table 1: Estimated Wastewater Loadings (By Contributors)

Ultimate demands	MDF L/d	ADWF L/d
TAFE	12,850	10,096
TAFE Area (others)	1,725	1,189
Williams Drive	1,875	1,346
New Subdivision	3,300	1,179
Total	19,750	13,810

The limiting factor in terms of the current capacity of the treatment and disposal of sewage at WSA is evaporation rates for disposal at the lagoon. Odour has also been assessed and no issues associated with current or estimated daily flows have been identified.

Based on mean effective evaporation of 1,355 mm/y and mean annual rainfall of 596 mm the capacity of the evaporation lagoon to dispose of treated effluent is estimated at 11,000L/d. This disposal rate is greater than current average system demand and lower than the ultimate average demand. However, the theoretical ultimate demand is based on the following assumptions (full list of assumptions are listed in Section 2.2):

- The TAFE will allow 40 boarders on campus at ultimate demand (Allowance has been made to give a conservative estimate. Currently no accommodation for boarders is offered nor is it intended to in the foreseeable future);
- The new hangers to be developed as part of the proposed subdivision within the Eastern Precinct have allowance for showers, basins and toilets.

The sensitivity of the ultimate demand to these assumptions (whether accommodation is offered at TAFE or whether showers are installed in new hangers) is shown in Table 2.

Table 2: Ultimate demand scenarios

Development Scenario			Max Daily ¹ Flow (L/d)	Average Daily ² Flow (L/d)	Augmentation Required?
No.	Accommodation offered at TAFE	Showers in new hangers?			
1	Yes	Yes	19,750	13,810	YES
2	Yes	No	17,440	12,985	YES
3	No	Yes	16,350	10,464	NO
4	No	No	14,040	9,639	NO

Note:

1. Maximum daily flow is based on 100% occupancy with all allotments/facilities discharging at the EPA design flow rate listed in Table 4. The maximum daily flow must be within the current EPA limit of 20,000 L/d for the West Sale Aerodrome.
2. Average daily flow takes into account that not all facilities are 100% occupied all year round. Typical occupancy rates have been adopted for each allotment based on facility type and using site specific information where available to give an estimated average day flow for the system. If average daily flows exceed 11,000L/d disposal by evaporation at the lagoon is exceeded and augmentation required

Only under the development scenarios where accommodation is not offered at TAFE is the capacity of the current evaporation disposal at the lagoon sufficient at ultimate demand (fully developed). With the occupancy of the proposed hangers low (2.5 days for recreational flights), shower installation have little sensitivity to the overall demand. However, if the occupancy profile of the new hangers were to change (ie. A move from recreational to commercial flights), the occupancy rate is likely to increase which will affect the outcome on scenario 3. Given that this scenario is most realistic of the future scenarios the profile of the flights occupying the new hangers needs to be monitored to ensure the occupancy of 2.5 days per week adopted for the Eastern Precinct remains valid.

Furthermore, given that it is likely that accommodation will not be offered by TAFE it can be concluded that augmentation is unlikely to be required when the Eastern Precinct is fully developed as long as accommodation at TAFE is not offered and the flight profile of new hangers remains recreational into the future.

Should TAFE wish to offer accommodation at some future point it is suggested that Council discuss a contribution towards augmentation of the wastewater system prior to this taking place.

In the event that augmentation is required two treatment and disposal options have been considered in an options review. These consist of

- Treating and disposing locally as per the current treatment and disposal arrangement; or
- Transfer to the existing Gippsland Water reticulation infrastructure at the Princes Highway and Williams Drive intersection.

Section 4 of the report discusses the requirements of such wastewater treatment and disposal options in detail. Preliminary costings for each of the treatment and disposal options are listed in Table 3 on the following page.

Table 3: Summary of Treatment and Disposal Options

Option	Estimated Capital Cost	Estimated Annual Operational Cost
Continue to treat and dispose locally		
Irrigation disposal: polishing by filter and UV	\$228,000	\$7,000/y
Irrigation disposal: polishing by maturation lagoon	\$195,500	\$5,000/y
Additional evaporation lagoon	\$169,000	\$1,000/y
Disposal to Gippsland Water		
TAFE to continue to treat and dispose locally with Eastern Precinct to dispose to GW	\$469,000	\$5,000/y
TAFE to connect to existing reticulation and all effluent to dispose to GW	\$604,000	\$5,000/y
Disposal to Gippsland Water (Replacement of SPS)¹		
TAFE to continue to treat and dispose locally with Eastern Precinct to dispose to GW	\$619,000	\$5,000/y
TAFE to connect to existing reticulation and all effluent to dispose to GW	\$754,000	\$5,000/y

Note:

- Gippsland Water has advised that investigation would need to be undertaken to ensure a retrofit will meet GW standards if they were to take the system over at some point in the future. Should a retro fit not meet standards the entire Jacksons Drive SPS will require replacement. This will increase Sewer Pump Station Upgrade costs to \$350,000

If disposal into Gippsland Water's rising main from Fulham to Sale is not desirable (estimated capital outlay of between \$470k up to \$755k) it is recommended that the evaporation lagoon be augmented by an approximate 50% extension (subject to more detailed, seasonal examination) of the existing lagoon to enable evaporation at future flows to be viable.

In order to validate the design flows determined from EPA recommended loadings it is recommended that flow monitoring at the TAFE sewer pump station and Jackson Drive sewer pump station be implemented. This will ensure capital investment is triggered at an appropriate time by measuring actual flows over the long term to gauge trends, seasonality, development impact and EPA conformance. Long term monitoring is recommended to provide this data and validate development impact.

Furthermore, water & sewer layout and detail plans have been issued for approval as of January 2015 as part of the Eastern Precinct Development Plan. These indicate that approximately 336m of gravity sewers are required to connect the proposed allotments to the current reticulation system. The plans also indicate that 221m of the gravity mains to be 100mm diameter PVC SN8 Grade 1:100. This would not meet Gippsland Water requirements and as such it is recommended that all the required 336m of gravity sewers be 150mm diameter VC and that GW be provided the opportunity to review and endorse the plans prior to finalisation. This will enable future connection to Gippsland Water reticulation if required in the future without the need for remedial works.

2. INTRODUCTION

2.1. Objective

The following report has been prepared for Wellington Shire Council to determine appropriate wastewater treatment and disposal options for the present and future development of the West Sale Aerodrome (WSA) in light of a new subdivision within the Eastern Precinct of the WSA.

Specific Objectives are:

1. Identify the projected wastewater flows and loads for the site, which would arise from the proposed aerodrome development ;
2. Assess the layout and capacity of the sewerage reticulation, evaporation lagoon, pumping station and rising main;
3. Assess the potential impact of increased sewerage flows on the current system at WSA.
4. Assess the potential impact of increased sewerage flows against past allowances made in the Fulham Prison pump station and rising main;
5. Determine Gippsland Water's requirements to hook into the local reticulation;
6. Assess the general layout of a proposed connection to the local GW reticulation system;
7. Provide costs for the preliminary water and sewerage system layouts

2.2. Assumptions

In undertaking this investigation that the following assumptions have been made:

1. This report is not intended to present a detailed design, and the estimated costs are therefore approximate. Ultimately the feasibility of any proposed work will be determined by Council on the basis of the benefits to the West Sale Aerodrome site;
2. No allowance has been made to consider the likely impact of possible development of the Western Precinct of the Airport should the *Defence Project AIR 5428 East Sale* tender be awarded. If commissioned additional modelling and analysis created by the defence project impacts will need to be undertaken to ensure the correct wastewater treatment and disposal arrangement is selected in light of any developments;
3. With no method currently in place to ascertain actual volumes being discharged into the Evaporation Dam, first principles were used to develop a demand profile for the system. Wastewater flow and loading rates have been adopted from Table 2 of the EPA's *Code of Practice for Small Wastewater Treatment Plants*. Populations, contributing sources and occupancy have been adopted from previous investigations and through consultation with Council and relevant stakeholders;
4. Section 173 agreements over the new allotments will disallow people to live onsite;
5. Further to information provided by Council we understand that the WSA lies within RAAF controlled airspace which is typically active between 8.45am to 5.00pm Monday to Thursday and 8.45am to 3.00pm on Fridays. Pilots are able to fly within these times if their aircraft meets minimum standard equipment requirements. At present the vast majority of pilots at WSA do not meet these requirements given the cost involved with purchasing and maintaining this equipment. This practice is expected to continue with any new pilots entering the area

upon development of the Eastern Precinct. As such waste water demand will be estimated at an occupancy of 2.5days;

6. The CFA is still currently not hooked into the wastewater reticulation system and is unlikely to connect into the foreseeable future;
7. A number of allotments within the ERAP are not connected to the system but it is anticipated that they will be in the future and are to be accounted for in the capacity assessment;
8. Commercial development, if any is likely to be of a small scale maintenance/retail manufacturing nature only, there is also potential for a café to service these businesses;
9. In relation to wastewater fixtures, provisions have been made for the hanger developments to consist of a basin, toilet and shower;
10. Any proposed works on the system are to be kept to Gippsland Water standard. Areas within the reticulation system that do not meet GW requirements shall be identified and costed for purposes of future connection to the local GW reticulation.
11. Further consultation with the EPA on the need for a Works Approval are required should the system demand exceed 20,000 litres per day.

2.3. Background

Wellington Shire Council currently owns the land at the West Sale Aerodrome and holds leasing arrangements with the businesses and organisations occupying the site. Council intends to subdivide the current Eastern Precinct at West Sale Aerodrome into 39 lots, 5 of which are currently leased with one being connected to the existing wastewater treatment and disposal system. Several new lots have been earmarked for commercial/retail purposes. With a number of the sites available freehold and others retained as leasehold. The intent is to release in stages depending on the level of interest. The proposed subdivision sites cover approximately 14 hectares with the layout and staging outlined in Figure 1 below.

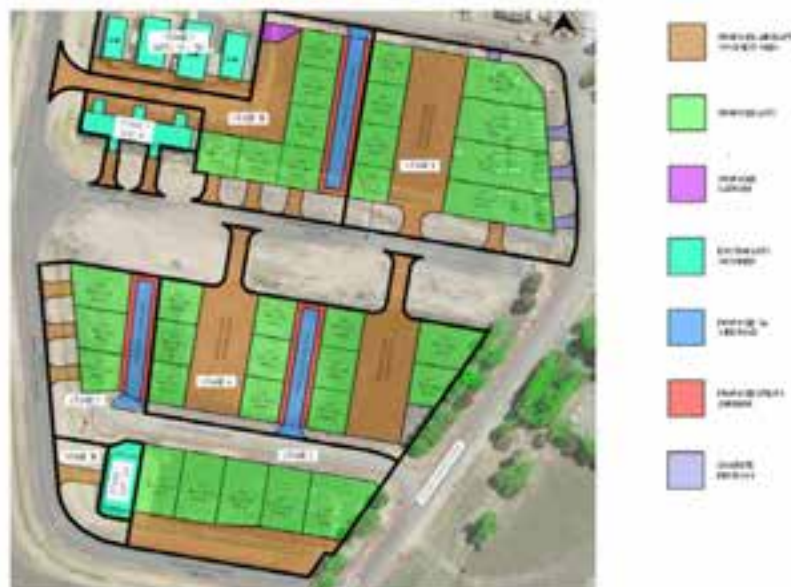


Figure 1: WSA Eastern Precinct Development Plan - Proposed Subdivision Layout

2.4. Summary of Previous Investigation

Earth Tech was engaged by Council to assess options and provide a recommendation for wastewater management at the WSA in light of a proposed subdivision in late 2005 to early 2006. Several other investigations into the existing water and wastewater reticulation systems at the West Sale Aerodrome have been undertaken in the past. The findings of these investigations include:

- In 2006, the current sewer lines in the Eastern Precinct were installed, including a pump station. Structures installed were to Gippsland Water standards.
- As a result of the East Sale Flight Training School Tender, which was called in 2011, significant primary scoping works were undertaken by SMEC to connect to the Sale Wastewater Reticulation system via the pump station at Fulham Correctional Centre. However, this work did not proceed.
- To enable Lot 7C to connect to the existing system, an alternative access method was installed in the road reserve. It is unclear if this meets Gippsland Water standards.

2.5. Methodology

To successfully deliver this assignment, SMEC undertook the following Tasks:

1. A review of previous reports and related work;
2. Visited the West Sale Airport site and met with Wellington Shire Council staff to gain a full appreciation of actual conditions and related matters;
3. Met with Gippsland Water staff to determine available capacity in the Fulham Correctional Centre SPS and Rising Main, required connection location and any relevant Gippsland Water design standards;
4. Reviewed and assessed the nature and extent of current and proposed occupants via-a-vis likely current and future wastewater flows and loads which could arise from the proposed airport development;
5. Developed wastewater treatment and disposal options;
6. Developed capital and operating cost estimates for the above wastewater treatment and disposal options, which would be prepared with sufficient accuracy to allow an 'order of magnitude' comparison to be made.

3. WASTEWATER SYSTEM

3.1. Existing Wastewater System

In un-sewered towns around Victoria, wastewater is generally treated and disposed using onsite septic tank systems. These systems are based on preliminary treatment of the wastewater, followed by disposal of the effluent via a dispersion system. Maintenance of these systems is undertaken by the individual system owners. Currently at the West Sale Aerodrome, septic tank based systems have generally been installed at sites which generate wastewater.

The West Sale Aerodrome can be divided into three main areas:

- CFA (south west corner of site and west of bitumen road)
- TAFE and other industrial buildings (between runway, CFA & Railway Reserve)
- Allotments on Williams Drive (Eastern Precinct).

There are two major organisations which utilise larger onsite disposal systems – the CFA training centre and the TAFE College.

The CFA has installed its own treatment and disposal system, which is functioning adequately and therefore has not been included in this investigation.

The TAFE college currently maintains and operates a septic tank based treatment system. Effluent from septic tanks servicing the TAFE College buildings currently flows by gravity to a pump station located in a paddock behind its facilities (refer to Figure A). The effluent is transferred to a lagoon, located approximately 350m to the west of the pump station, for disposal by evaporation.

There are also five additional occupied allotments in the vicinity of TAFE buildings:

- 3 industrial buildings/hangars,
- ESSO Training Centre and
- Rudy's Aeronautics hanger/office

Existing occupiers in the Williams Drive section of the West Sale Aerodrome include a terminal, café, offices, hangar, residence and depot. The allotments with wastewater collection systems (e.g. café, offices) would currently use standard septic tank systems. In addition to these existing developed lots, there are several new allotments which have been created along Williams Drive, which will require servicing when building development occurs.

In 2006 a wastewater reticulation was installed to convey effluent from the allotments within the Eastern Precinct along Williams Drive to a pumping station. This pumping station also collects effluent from a few lots to the East of the TAFE facilities. The pipework is 150mm diameter VC pipe constructed to Gippsland Water standards. The existing pumping system at Jackson Drive comprises a 1.8m diameter wet well, with an estimated depth of 5.0m. One section of common drain which services buildings on Lot 7 is unlikely to be to GW standards, the pumping station top slab, covers, electrical control panel do not meet GW standards at present, and a separate valve pit would also need to be constructed.

Wastewater is transferred from the pump well to the disposal lagoon via a 1,130m long 50mm diameter HDPE (PN12.5) rising main. The disposal lagoon operates as an evaporation dam for onsite disposal.

The existing Evaporation Dam on the site is 100 m long and 60 m wide at the top. The Dam is 2.5 m deep from the base to the invert of the entering sewer and 20 m wide at the bottom. Capacity is

estimated at 9 ML. The dam has a large surface area suitable for evaporation. This large area also captures extensive amounts of rain during inclement weather periods.

The Evaporation Dam was previously licenced by the EPA (LS25678 – 20,000 L/d). This was transferred to Wellington Shire Council on 12/1/2007 and was then revoked by the EPA on 3/4/2008 due to it being considered of low environmental risk. A caveat placed by EPA stated that there may be a need for a future Works Approval should the wastewater treatment system change significantly. Further consultation with EPA is required if system demand exceeds 20,000 L/d.

Sewerage layout and details plan have been issued for approval as of January 2015 as part of the Eastern Precinct Development Plan. These indicate that approximately 336m of gravity sewers are required to connect the proposed allotments to the current reticulation system. The plans also indicate that 221m of the gravity mains to be 100mm diameter PVC SN8 Grade 1:100. This would not meet Gippsland Water requirements and as such it is recommended that all the required 336m of gravity sewers be 150mm diameter VC and that design plans are sent to GW for review and endorsement prior to being finalised.

3.2. Wastewater Loads

The West Sale Aerodrome is zoned Special Use (SUZ1). Currently property use within the aerodrome area includes:

- TAFE college
- CFA training centre
- ESSO Training Centre
- Aerodrome Terminal
- Depot
- Hangars
- Commercial businesses

Wastewater loads have been calculated based on the latest version of design loading rates set out in the EPA's Code of Practice for Small Sewage Treatment Plants and occupancy estimates derived from previous investigations and consultation with Council and relevant stakeholders. This design methodology is consistent with industry standards and the method used to conduct the wastewater treatment and disposal assessment in 2006 given the lack of volume and flow information measured on site.

In 2006, TAFE numbers were of the order of 480 students and 80 staff with 24 boarding places offered for onsite accommodation. As part of this report Council contacted the TAFE who are currently, Federation Training are anticipating that in 2015 they should deliver 300,000 contact hours which is equivalent to 300 enrolled students undertaking studies. Some courses require 265 contact hours whilst others 1700, hence an average of 1000 contact hours per course was adopted. Federation Training also confirmed that the TAFE no longer offer onsite accommodation nor are they intending to in the foreseeable future. A student to teacher ratio of 6:1 has been adopted for staff numbers

This has significant impact on the overall system demand as the TAFE facilities account for the large majority of flows and with onsite accommodation now abolished current flows are expected to drop from 10,340L/d to 6,325L/d, approximately 40%, based on the above changes. For the purposes of ultimate demand onsite accommodation demands have been added to the overall system demand if the need for boarding arises.

The proposed hangers have been assessed as a factory/office use with provisions for basins, toilets and showers for the purposes of assessing wastewater loadings. The existing infrastructure has been assessed in the same manner as the 2006 investigation with the loadings refreshed to be consistent with the current version of the EPA's Code of Practice for Wastewater Treatment Plants (doc 500). Table 4 below depicts the design rates required by the EPA for the purpose of this investigation. Layout plans of the current wastewater system and the proposed subdivision can be found in Appendix A.

Table 4: EPA Guide to Design Rates for Wastewater Treatment Plants

Contributing source	Daily flow ¹ (Litres/person)	Design Rate (Litres/person)
Residential – flats and units		
– new subdivisional schemes	150 – 200	180
Factories, offices, child care centres		
	15 – 25	15
Schools and day training centres		
– day students	10 – 20	15
– student boarders	100 – 150	100
Miscellaneous – add to above²		
– for shower/bath facilities	35 – 65	35

Note:

1. Daily flow varies according to number and type of water efficient appliance used. Flow figures are per person per day unless otherwise noted.
2. New hangers with basin, toilet and shower facilities have adopted a design flow of 50 (15+35) L/p existing hangers and offices have adopted 15 L/p

Based on the current wastewater system, potential connections and loadings, the following equivalent populations and design flow rates were estimated (Table 5). These are also compared to the 2006 design wastewater loadings indicate the impact of the changes to both the TAFE and Eastern Precinct facilities.

Table 5: Estimated Wastewater Loadings (2006 vs. Current)

Design Flows	2006		2015		Units
	Existing demand	Future demand	Revised Existing demand	Revised Future demand	
Maximum Daily ¹ Flow (MDF)	13,315	18,185	10,675	19,750	L/d
Average Daily ² Flow (ADWF)	11,900	12,700	8,164	13,810	L/d
Equivalent Population (EP)	59	64	45	77	No.

Note:

1. Maximum daily flow is based on 100% occupancy with all allotments/facilities discharging at the EPA design flow rate listed in Table 4. The maximum daily flow must be within the current EPA limit of 20,000 L/d for the West Sale Aerodrome.
2. Average daily flow takes into account that not all facilities are 100% occupied all year round. Typical occupancy rates have been adopted for each allotment based on facility type and any site specific information provided to give an estimated average day flow for the system. In assessing the evaporative disposal capacity of the existing lagoon, the average daily flow needs to be below the average evaporation rate of the lagoon.

Currently, the maximum daily flow for the entire system is 10,675 L/d, based on the current loads at full occupancy. With occupancy taken into account, the average daily flow for the entire system is estimated to be 8,164 L/d. With the proposed development within the Eastern Precinct taken into account, the ultimate (future) maximum daily flows are expected to increase to 19,750L/d with average daily flows of 13,810 L/d with occupancy taken into account. The maximum daily flows expected are below the EPA conditions of 20,000 L/d. Therefore, an EPA Works Approval is unlikely to be required as a result of the proposed sub development at WSA.

However, if the CFA were to connect to the system or any new development of the Western Precinct proposed in the *Defence Project AIR 5428 East Sale* tender be awarded, the system demand would likely exceed 20,000 L/d which would require EPA Works Approval.

The contributions of various areas within the WSA to the overall ultimate demand are depicted in Table 6 below. Calculations can be found in Appendix C.

Table 6: Estimated Wastewater Loadings (By Contributors)

Ultimate demands	MDF L/d	ADWF L/d
TAFE	12,850	10,096
TAFE Area (others)	1,725	1,189
Williams Drive	1,875	1,346
New Subdivision	3,300	1,179
Total	19,750	13,810

3.3. Current Capacity

3.3.1. Pump Station

Based on as-constructed plans issued in January 2007, the existing pump station at Jackson Drive consists of a packaged sewer pump station of 1.8m diameter. Based on design pump station levels, the depth of the well is estimated to be 5.0m with a well storage capacity of 10.7kL. Wastewater is transferred from the pump well to the disposal lagoon via a 1,180m long 63mm diameter PE class 12.5 rising main. The pump duty is 2.0L/s at 59m head as indicated on the design drawings.

The above information indicates that the pump station has capacity to pump the ultimate demand effluent to the evaporation lagoons for treatment and disposal.

3.3.2. Evaporation Lagoon

The site has an existing earthen embankment lagoon, which is understood to have the following characteristics:

- 100 m x 60 m with a surface area of 0.6 ha at top of water level (TWL)
- 9 ML storage volume
- Approximate depth of 15m.

The lagoon appears to have been built using fairly standard techniques, although standards of compaction are unknown. The floor area is assumed to be approximately 85 m x 45 m.

At an inspection on 19th February, the lagoon was observed to be empty, with:

- Strong vegetation growth on the floor

- Lush grass growth near what is suspected to be the inlet
- A number of bushes in the embankment
- Erosion in some places which was generally fairly minor in nature, and
- Some evidence of animal burrows.

Photos taken of the evaporation lagoon during site investigations are located in Appendix B.

Treatment Process

Any lagoons receiving wastewater will commence biological activity, even if the lagoon is intended to be evaporative. A range of microorganisms develop naturally in the lagoon (seeding microorganisms are often contained in the influent, although bird-life can also help transfer organisms from one water body to another), and the following processes typically result (see also Figure 2):

- In surface layers, algae and direct absorption of oxygen from atmosphere can create and potentially maintain an aerobic environment in which aerobic microorganisms will predominate (this is subject to organic load not being excessive);
- On the floor, a layer of sludge will develop over time and undergo cold, unmixed anaerobic decomposition: this sludge comes from settleable solids, biological solids created as microorganisms consume organic matter as food and some algae, and anaerobic decomposition of settled solids (i.e. sludge) will release some substances back into the water column (including CO₂) and reduce the amount of sludge to be managed; and
- The water column between the surface layers and the sludge may be aerobic or anaerobic, and microorganisms present may be (depending on the actual conditions present) aerobic, facultative or anaerobic.

Prevention of this biological activity would require deliberate, and probably expensive, intervention, such as dosing with chlorine.

As an inevitable consequence of the biological activity, sludge will accumulate on the floor of the lagoon. This includes any settleable solids in the influent, which is unlikely to be significant in this instance (unless septic tanks are not properly maintained), and dead algae and microorganisms. The sludge will undergo further decomposition on the floor of the lagoon, but typically domestic wastewater lagoons are designed for sludge removal (often by floating cutter-suction dredges) every fifteen years or so.

The activity of algae is significant:

- excessive algae can develop in some circumstances (e.g. high nutrients, excessive alkalinity or high Hydraulic Retention Times [HRTs]), and *Cyanobacteria* ("blue-green algae") can develop under suitable conditions (which include stagnation), although generally only green algae are present;
- algal quantities and activity vary diurnally and seasonally, being more active during daylight and warmer seasons (summer pH values in lagoons can be up to 10 or 11 during daylight hours as a result of algal activity, and lagoon capacities vary seasonally in response to varying algal activity);
- algae require sunlight, nutrients (inorganic C, N and P) and micronutrients to grow.

Although algae and microorganisms require N and P for growth, removal of these nutrients is normally incidental in lagoons.

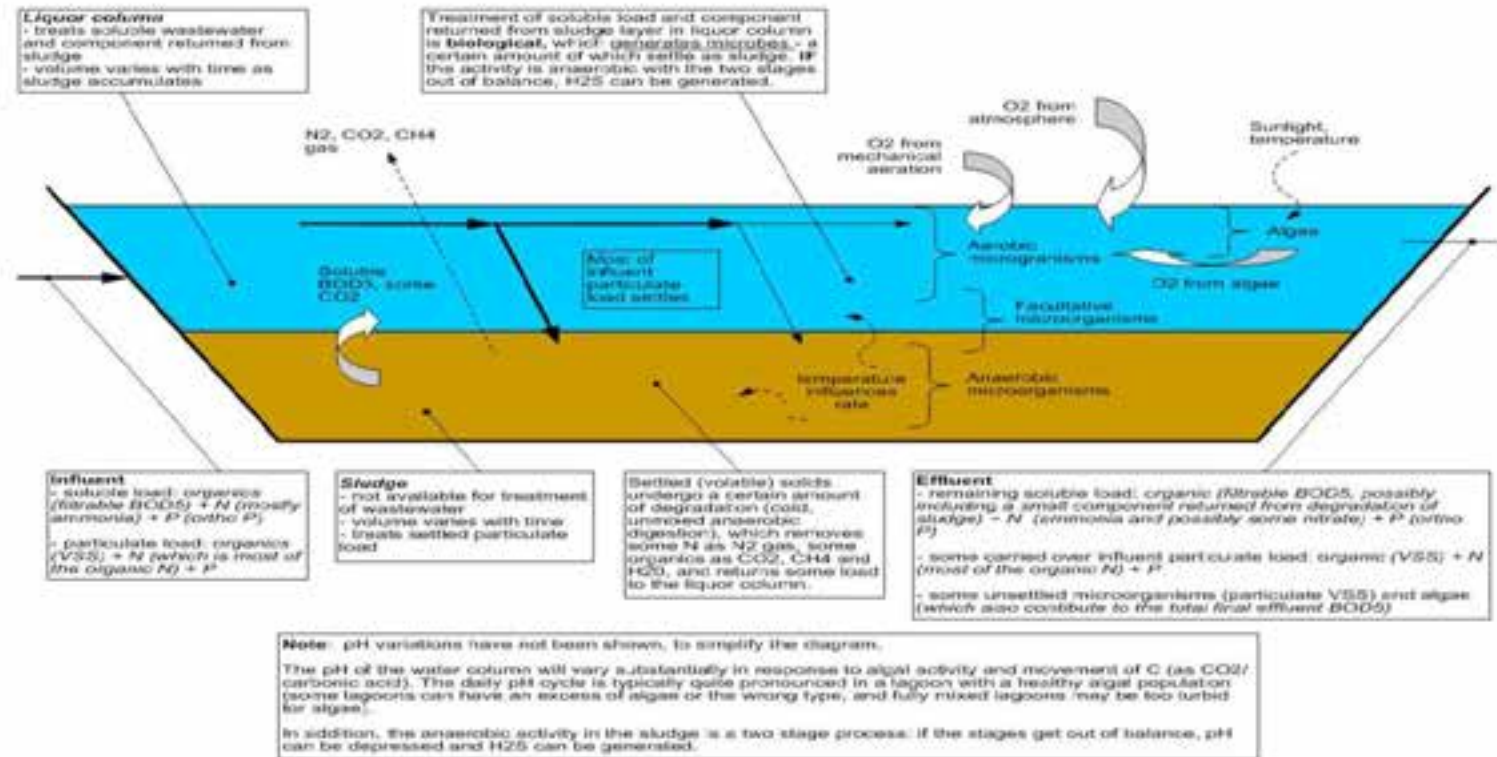


Figure 2: Indicative Summary of Lagoon Processes

A key fundamental aspect of lagoons is the state of the surface layer:

- if the influent load is such that its demand for oxygen consistently does not exceed the capacity of the lagoon to provide oxygen, the treatment will be consistently aerobic;
- if the influent load is such that its demand for oxygen does consistently exceed the capacity of the lagoon to provide oxygen, the treatment will be consistently anaerobic;
- if the influent load sometimes exceeds the capacity of lagoon to provide oxygen and sometimes does not, the lagoon may operate successfully, or its operation may be unstable (e.g. seasonal odours).

Aerobic operating conditions are favoured, as they are associated with less risk of odour. In Victoria, a maximum organic surface loading rate of 50 BOD₅ kg/ha.d is appropriate, and ensures odours are prevented even during winter, when algal activity is least.

If the surface layers are aerobic and the lagoon is greater than 1.8m depth, it can successfully be operated in what is termed a "facultative" condition. The organic loading rate exceeds that of an aerobic lagoon, but as the extra load is treated in the deeper layers of the lagoon, the aerobic layer is not overloaded and does not generate odours. (It should be noted that the best understanding of lagoons comes from thinking about them vertically, rather than horizontally.)

Lagoons will significantly reduce BOD₅, pathogens and, subject to algal blooms, suspended solids (SS). Pathogens are typically reduced to around 10,000 orgs/100 ml. after treatment of BOD₅ and SS, and thus further disinfection is commonly provided.

Nutrients are not reduced by treatment in lagoons, other than some incidental reduction of nitrogen.

The key issue resulting from use of lagoons for evaporation, is that the concentration of substances in the remaining liquor will be concentrated, despite many of these substances possibly having been reduced by the biological activity of the lagoon.

If taken to completion, a solid residue would be formed on the lagoon floor, with characteristics of high TDS, and significant nutrients.

At some stage prior to complete evaporation of the contents of the lagoon, the concentration of TDS may inhibit biological activity.

Capacity Assessment

The following design flows have been adopted.

Table 7: Design Flows

Flow case	Current Demand	Ultimate Demand
Average Dry Weather Flow (ADWF)	8,200 L/d	13,800 L/d
Maximum Daily Flow (MDF)	10,700 L/d	19,750 L/d

The characteristics of the wastewater are assumed to be the following, after treatment in a well-maintained septic tanks:

- 150 mg/L BOD₅,
- 100 mg/L SS
- 50 - 60 mg/L TKN
- 10 - 12 mg/L TP
- approx. 10⁷ E.coli / 100 mL

Issues to consider around use of a lagoon are:

- Risk of odour
- Management of by-products / residue
- Physical condition
- Quality required for final fate of treated effluent
- Operation.

Risk of Odour

The risk of odour is general assessed by examining the organic surface loading rate.

In this instance, an aerobic loading rate of 50 BOD₅ kg/ha.d indicates that the maximum permissible organic loading rate would be:

$$0.6 \text{ ha} \times 50 \text{ BOD}_5 \text{ kg/ha.d} = 30 \text{ BOD}_5 \text{ kg/d}$$

at 150 mg/L, this equates to a permissible flow of 200 kL/d

200 kL/d is well in excess of the anticipated ultimate design flow, of just under 14.0 kL/d ADWF, and thus no odours associated with daily flows are anticipated.

The issue of concentration of loads as water evaporates could potentially be an issue.

Mean effective evaporation is 1,355 mm/y, and mean annual rainfall around 596 mm

This will result in a net effective evaporation of (1,355 x 0.8) - (596 x 0.7) = 667 mm/y

Annual evaporation from the lagoon will be:

$$6,000 \text{ m}^2 \times 667 \text{ mm/y} = 4,002 \text{ kL/y at TWL, equivalent to around 11 kL/d}$$

This would increase the concentration of influent organic matter to

$$15.2 / (15.2 - 11.0) \times 150 = 543 \text{ mg/L BOD}_5$$

At this concentration, the permissible flow at 30 BOD₅ kg/d is 55 kL/d. As this is still well in excess of both ADWF and MDF, no problems with odour are anticipated.

It would be necessary to further manage the flow which is not evaporated - i.e., 3.0 kL/d.

This flow would probably be of good quality:

the nominal HRT at ADWF 15.2 kL/d is 592 days

the nominal effluent quality after 592 days, assuming k_d 0.06, is approx. 4 mg/L (which would be reported as "< 5 mg/L", owing to the limitations on the measurement of BOD)

after concentration by evaporation, this would be measured as 15 mg/L BOD₅

Loss of quality would occur in the event of an algal bloom.

Management of by-products / residue

As a result of the biological processes in the lagoon, biosolids will be generated. These appear not to have been adequately managed to date, with the nutrients in them leading to very lush vegetation growth on the floor of the lagoon.

Biosolids can be removed a number of ways. In this instance, if the lagoon is retained as an evaporative pond, when it is empty or nearly empty, excavators can be used to recover the material, although they would require hosing down before leaving the site. The recovered material could be taken to an approved facility, whether that is an approved landfill or a water Authority facility that will receive such waste.

Physical Condition

Should the existing lagoon be retained for use, some maintenance will be required to restore erosion and attend to burrows and vegetation in the embankments and lagoon floor, all of which threaten the integrity of the lagoon.

The watertightness of the lagoon is unknown, and should be assessed. At worst, the lagoon may need lining if found to be lacking in watertightness.

Quality required for final fate of treated effluent

In the case where wastewater is evaporated, the quality of the effluent is not directly an issue, although it may contribute to risk of odour. The risk of odour has been assessed previously. In general terms, as human contact increases, the effluent must be a better quality. Key EPA Guidelines have been summarised into Table 8.

Table 8: Treated Effluent Class Requirements

Key requirements		
Class	EPA Publications 464.2 and 1015	Uses
A	Risk assessments and management & validation processes, including annual confirmations of validation and ongoing monitoring (e.g. daily tests for some processes, diversions if critical quality limits not met) Bacteria <10 <i>E.coli</i> org/100 mL Viruses 7 log reduction protozoa 6 log reduction Quality requirements including BOD ₅ <10 and SS < 30 mg/L.	Irrigation of public open spaces, such as parks and sports fields, where public access is unrestricted and any irrigation method is used; domestic garden watering, including vegetable gardens; toilet flushing; washing machine use; car washing, firefighting, cooling towers, and uses permitted for Classes B, C and D.
B	<100 <i>E.coli</i> org/100 mL pH 6 - 9 BOD ₅ <20 SS < 30 mg/L	Agricultural: e.g., dairy cattle grazing Industrial: e.g. washdown water) and uses permitted for Classes C and D.
C	<1,000 <i>E.coli</i> org/100 mL pH 6 - 9 BOD ₅ <20 SS < 30 mg/L	Agricultural: human food crops cooked or processed, grazing or fodder for livestock, Industrial: systems with no potential worker exposure and uses permitted for Class D.
D	<10,000 <i>E.coli</i> org/100 mL pH 6 - 9 BOD ₅ <20 SS < 30 mg/L	Agricultural: non-food crops such as instant turf, woodlots, flowers.

In this instance, irrigation of land in combination with controls on public access would be a suitable use for effluent that has been treated to Class C.

The previous assessment also included determination of effluent quality with respect to BOD₅, and found that treated effluent BOD₅ would be around 15 mg/L. Thus, additional treatment to manage pathogens would probably be the only work required.

Operation

Commonly, treatment lagoons receiving full strength domestic wastewater will be more likely to experience algal problems in the event of longer hydraulic retention times (HRTs). The HRTs in this instance, when the lagoon is used as an evaporation pond, would normally be sufficient to trigger algal blooms. If such blooms do occur, management approaches are available, including, given the relatively small size of the lagoon, the use of barley straw.

3.3.3. Capacity Summary

The limiting factor in terms of the current operation of the treatment and disposal of sewage at WSA is evaporation rates for disposal at the lagoon. Based on mean effective evaporation of 1,355 mm/y and mean annual rainfall of 596 mm the capacity of the evaporation lagoon to dispose of treated effluent is estimated at 11,000L/d. This disposal rate is greater than current average system demand and the ultimate average demand. However, the ultimate average demand is based on the following assumptions (full list of assumptions are listed in Section 2.2):

- The TAFE will continue to not offer accommodation for boarders;
- The new hangers to be developed as part of the proposed subdivision within the Eastern Precinct have allowance for showers, basins and toilets with an occupancy of 2.5 days only given restricted airspace requirements (refer section 2.2 Assumptions).

The sensitivity of the ultimate demand to these assumptions (whether accommodation is offered at TAFE or whether showers are installed in new hangers) is shown in Table 9.

Table 9: Ultimate demand scenarios

Development Scenario			Max Daily ¹ Flow (L/d)	Average Daily ² Flow (L/d)	Augmentation Required?
No.	Accommodation offered at TAFE	Showers in new hangers?			
1	Yes	Yes	19,750	13,810	YES
2	Yes	No	17,440	12,985	YES
3	No	Yes	16,350	10,464	NO
4	No	No	14,040	9,639	NO

Note:

1. Maximum daily flow is based on 100% occupancy with all allotments/facilities discharging at the EPA design flow rate listed in Table 4. The maximum daily flow must be within the current EPA limit of 20,000 L/d for the West Sale Aerodrome.
2. Average daily flow takes into account that not all facilities are 100% occupied all year round. Typical occupancy rates have been adopted for each allotment based on facility type and using site specific information where available to give an estimated average day flow for the system. If average daily flows exceed 11,000L/d disposal by evaporation at the lagoon is exceeded and augmentation required.

Only under the development scenarios where accommodation is not offered at TAFE is the capacity of the current evaporation disposal at the lagoon sufficient at ultimate demand (fully developed).

Furthermore, given that it is likely that accommodation will not be offered by TAFE it can be concluded that augmentation is unlikely to be required when the Eastern Precinct is fully developed as long as accommodation at TAFE is not offered and the flight profile of new hangers remains recreational into the future.

Should TAFE wish to offer accommodation at some future point it is suggested that Council discuss a contribution towards augmentation of the wastewater system prior to this taking place.

A trigger point analysis was undertaken on average demand (as ultimate demand meets EPA requirements) to understand the likely stage of development at which augmentation will be required as the evaporation rate of the lagoon does not meet demand, under the different development scenarios in Table 9 above.

The results of a trigger point analysis indicate that ultimate demand is most sensitive to whether accommodation is offered at TAFE. Furthermore, with the occupancy of the proposed hangers low (2.5 days for recreational flights), shower installation has little sensitivity to the overall demand. If the occupancy profile of the new hangers were to change (ie. A move from recreational to commercial flights), the occupancy profile is likely to increase which will affect the outcome on scenario 3. Given that this scenario is most realistic of the future scenario the profile of the flights occupying the new hangers needs to be monitored to ensure the occupancy of 2.5 days per week adopted for the Eastern Precinct remains valid. It is recommended that the offering of accommodation at TAFE be prohibited to ensure the current treatment and disposal system at WSA has sufficient capacity to treat and dispose of ultimate demand flows. The results of this analysis are depicted in Table 10.

Table 10: Trigger Point Analysis for Augmentation under various Development Scenarios

Development Scenario			Total Average Demand per Stage of Development Completed (L/s)				
No.	Accommodation offered at TAFE	Showers in new hangers?	Current	Stage 1B	Stage 2	Stage 3	Stage 4
1	Yes	Yes	8,949	12,846	13,131	13,417	13,810
2	Yes	No	8,949	12,696	12,781	12,867	12,985
3	No	Yes	8,174	9,499	9,785	10,071	10,464
4	No	No	8,174	9,349	9,435	9,521	9,639

Key Map - Capacity Assessment

Augmentation Required

Current Treatment and Disposal System Capacity is Sufficient

In order to maintain demand levels within EPA license requirements (20,000L/d) the following limitations are placed on development:

- Connection of the CFA to the wastewater system will warrant a new EPA approval for works as future demand will exceed 20,000L/d
- Development of the Western Precinct of the Airport should the Defence Project AIR 5428 East Sale tender be awarded will likely increase future demand beyond the EPA license.

Should either of the above mentioned occur, capacity will likely exceed current arrangements with the EPA and the following options would need to be considered:

- a. Consider further limitations on the development to keep it under current capacity if possible;
- b. Re-route the pumping station to the Fulham Correctional Centre system with ultimate disposal into the Sale Waste Water Network;
- c. Consider staging of the development to delay re-routing to Fulham if possible.

However the CFA is not considered to connect to the system at all at this stage and the impact of the Training Facility development within the Western Precinct is outside the scope of this report.

In order to validate the design flows determined from EPA recommended loadings, flow monitoring at the TAFE sewer pump station and Jackson Drive sewer pump station can be implemented. This will ensure capital investment is triggered at an appropriate time by measuring actual flows over the long term to gauge trends, seasonality, development impact and EPA conformance.

4. WASTEWATER TREATMENT AND DISPOSAL OPTIONS

Two treatment and disposal options have been considered in the option. These consist of

- Treating and disposing locally as per the current treatment and disposal arrangement; or
- Transfer to the existing Gippsland Water reticulation infrastructure at the Fulham Correctional Centre.

This section of the report will discuss the requirements of such wastewater treatment and disposal options in detail.

4.1. Treat and Dispose Locally

Investigations have shown that there is potential for insufficient capacity within the existing lagoon disposal system to accommodate additional effluent generated from the allotments comprising the proposed subdivision within the Eastern Precinct of the WSA. The effluent which is not evaporated in the existing lagoon could be used for irrigation, provided it had further polishing and disinfection to enable compliance with requirements applicable to such uses.

Two options are available for provision of such polishing and disinfection:

- provision of a maturation lagoon, with around a 25 day HRT at ADWF (i.e., 400 kL); or
- provision of a small filter and in-pipe UV unit.

If used for irrigation, standard 'rule-of-thumb' guidelines suggest an area of around 3,000 m² would be required for disposal, along with a winter storage of around 1.0 ML. As this would be a change of process, a Works Approval Application would be needed.

Alternatively, providing an approximate 50% extension (subject to more detailed, seasonal examination) of the existing lagoon would enable evaporation at future flows to be viable. This would also provide an easy means of managing flows while lagoons are desludged. As this does not constitute a change of process, the EPA may not wish to have a Works Approval Application submitted, but that should be checked with the EPA.

These options are preliminarily estimated to cost the following:

Table 11: Irrigation disposal - polishing by filter and UV

Component	CAPEX	OPEX	Comments
Polishing plant	\$40,000	\$3,000/y	Assume Class B required, some filtration and UV disinfection sufficient
1.0 ML winter storage	\$105,000	\$1,000/y	Clay-lined earthen embankment
0.3 ha irrigation area	\$15,000	\$3,000/y	Fixed sprinkler irrigation
Sub-total	\$160,000	\$7,000/y	
Engineering, administration, contingencies, etc	\$48,000		Allow 30%
Works Approval Application	\$20,000		Including engineering documentation.
Total	\$228,000	\$7,000/y	

Table 12: Irrigation disposal - polishing by maturation lagoon

Component	CAPEX	OPEX	Comments
Maturation lagoon	\$15,000	\$1,000/y	Assume Class B required, some filtration and UV disinfection sufficient
1.0 ML winter storage	\$105,000	\$1,000/y	Clay-lined earthen embankment
0.3 ha irrigation area	\$15,000	\$3,000/y	Fixed sprinkler irrigation
Sub-total	\$135,000	\$5,000/y	
Engineering, administration, contingencies, etc	\$40,500		Allow 30%
Works Approval Application	\$20,000		Including engineering documentation.
Total	\$195,500	\$5,000/y	

Table 13: Additional evaporation lagoon

Component	CAPEX	OPEX	Comments
4.5 ML winter storage	\$130,000	\$1,000/y	Clay-lined earthen embankment
Sub-total	\$130,000	\$1,000/y	
Engineering, administration, contingencies, etc	\$39,000		Allow 30%
Total	\$169,000	\$1,000/y	

4.2. Transfer to Gippsland Water Infrastructure

Connection to the Gippsland Water wastewater reticulation system for ultimate discharge back to the Sale Waste Water Network is another option should capacity of the lagoon be insufficient. GW has made allowances in this system for demands from the Aerodrome and has allowed for connection into the Fulham to Sale Rising Main. This main is DN200 DICL and runs approximately 7.5 km from Fulham SPS to Sale SPS.

A new rising main from the Jackson Drive SPS would hook into GW's rising main at the north east corner of the intersection between Williams Drive and the Princes Highway. This avoids the need for a VicRoads crossing as opposed to hooking into the Fulham SPS.

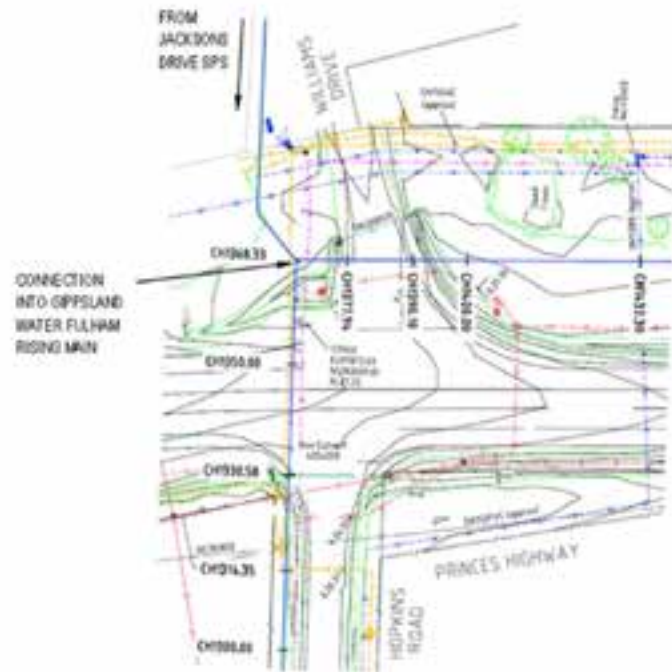


Figure 3: Connection into Gippsland Water Wastewater Infrastructure

Connection of the reticulation to Gippsland Water infrastructure would require all connected wastewater assets to satisfy Gippsland Water Standard. One section of common drain which services buildings on Lot 7 is unlikely to be to GW standards and will require investigation and correction. Furthermore, the following upgrades are required to ensure the pump station meets GW standards:

Table 14: Estimated cost to meet Gippsland Water Standards (Retrofit Jacksons Drive SPS)

Existing Asset	GW Requirements	Estimated Cost
Jacksons Drive Sewer Pump Station Retrofitting	1. Construction of new separate valve pit and lid fitted with a standard GW aluminium cover	Civil Works inc. Mechanical (\$100,000) Switchboard Panel (\$100,000) TOTAL: \$200,000
	2. New valve pit to be installed with a non-return valve and isolation valve on both pump discharge lines.	
	3. Valve pit to include a third isolation valve and cam-lock coupling connection point for pump-out of the rising main.	
	4. Replace top section of SPS with a new pre-cast make-up ring and top slab. New top slab to include a standard GW aluminium cover	
	5. Replaced pumps	
	6. New electrical switchboard will need to be installed in accordance with GW standard SPS specification. This will include telemetry and possible VSD pump controllers	
Jacksons Drive Sewer Pump Station Replacement	7. Gippsland Water advised that investigation would need to be undertaken to ensure a retrofit will meet GW standards. Should a retro fit not meet standards the entire Jacksons Drive SPS will require replacement	\$350,000

Two options are available for provision to connect to Gippsland Water infrastructure:

- Connection of TAFE facilities to the existing reticulation for total disposal to GW
- Connection of Eastern Precinct reticulation to GW with TAFE to be treated and disposed at existing evaporation lagoon

These options are preliminarily estimated to cost the following:

Option	Estimated Capital Cost	Estimated Annual Operational Cost
TAFE to continue to treat and dispose locally with Eastern Precinct to dispose to GW		
Rising Main (DN100 PVC)	\$99,000	-
VicTrack Crossing	\$60,000	-
Sewer Pump Station Upgrade	\$200,000	-
Engineering, administration, contingencies, etc	\$110,000	-
Total	\$469,000¹	\$5,000/y
TAFE to connect to existing reticulation and all effluent to dispose to GW		
Connect TAFE area to reticulation (To GW standard)	\$105,000	-
Rising Main (DN100 PVC)	\$99,000	-
VicTrack Crossing	\$60,000	-
Sewer Pump Station Upgrade	\$200,000	-
Engineering, administration, contingencies, etc	\$140,000	-
Total	\$604,000¹	\$5,000/y

Note:

1. Gippsland Water has advised that investigation would need to be undertaken to ensure a retrofit will meet GW standards. Should a retro fit not meet standards the entire Jacksons Drive SPS will require replacement. This will increase Sewer Pump Station Upgrade costs to \$350,000

4.3. Assessment of Options

In order to maintain demand levels within EPA license requirements (20,000L/d) the following limitations are placed on development:

- Connection of the CFA to the wastewater system will warrant a new EPA approval for works as future demand will exceed 20,000L/d
- Development of the Western Precinct of the Airport should the Defence Project AIR 5428 East Sale tender be awarded will likely increase future demand beyond the EPA license.

Should either of the above mentioned occur, capacity will likely exceed current arrangements with the EPA. However the CFA is not considered to be connected to the system at all at this stage and the impact of the Training Facility development within the Western Precinct is outside the scope of this report.

Initial analysis of the existing lagoons at WSA indicates that the disposal rate (by evaporation) is insufficient for the ultimate demand of the WSA with the proposed subdivision (see Section 3.3). Given the future capacity issues the following options would need to be considered:

- a. Consider further limitations on the development to keep it under current capacity if possible;
- b. Re-route the pumping station to the local Gippsland Water reticulation system with ultimate disposal into the Sale Waste Water Network;
- c. Consider staging of the development to delay re-routing if possible.

Sewerage layout and details plan have been issued for approval as of January 2015 as part of the Eastern Precinct Development Plan. These indicate that approximately 336m of gravity sewers are required to connect the proposed allotments to the current reticulation system. The plans also indicate that 221m of the gravity mains to be 100mm diameter PVC SN8 Grade 1:100. This would not meet Gippsland Water requirements and as such it is recommended that all the required 336m of gravity sewers be 150mm diameter VC and that plans are sent to GW for review and endorsement. This will enable connection to Gippsland Water reticulation if required in the future without the need for remedial action. Costings for the connection of the new developments are not including in this analysis.

Table 15: Summary of Treatment and Disposal Options

Option	Estimated Capital Cost	Estimated Annual Operational Cost
Continue to treat and dispose locally		
Irrigation disposal: polishing by filter and UV	\$228,000	\$7,000/y
Irrigation disposal: polishing by maturation lagoon	\$195,500	\$5,000/y
Additional evaporation lagoon	\$169,000	\$1,000/y
Disposal to Gippsland Water		
TAFE to continue to treat and dispose locally with Eastern Precinct to dispose to GW	\$469,000	\$5,000/y
TAFE to connect to existing reticulation and all effluent to dispose to GW	\$604,000	\$5,000/y
Disposal to Gippsland Water (Replacement of SPS)¹		
TAFE to continue to treat and dispose locally with Eastern Precinct to dispose to GW	\$619,000	\$5,000/y
TAFE to connect to existing reticulation and all effluent to dispose to GW	\$754,000	\$5,000/y

Note:

1. Gippsland Water has advised that investigation would need to be undertaken to ensure a retrofit will meet GW standards. Should a retro fit not meet standards the entire Jacksons Drive SPS will require replacement. This will increase Sewer Pump Station Upgrade costs to \$350,000

5. RECOMMENDATION

The results of this investigation indicate that ultimate demand is most sensitive to whether accommodation is offered at TAFE or not. It is recommended that the offering of accommodation at TAFE be prohibited to ensure the current treatment and disposal system at WSA has sufficient capacity to treat and dispose of ultimate demand flows.

The profile of flights occupying the new hangers with the Eastern Precinct should be monitored to ensure that the assumed recreational occupancy rate (2.5 days) remains valid as a greater occupancy from a higher means (for example, commercial) would threaten the evaporative disposal capacity of the existing lagoon under ultimate demand.

In order to validate the design flows determined from EPA recommended loadings, flow monitoring at the TAFE sewer pump station and Jackson Drive sewer pump station should be implemented. This will ensure capital investment is triggered at an appropriate time by measuring actual flows over the long term to gauge trends, seasonality, development impact and EPA conformance. Long term monitoring is recommended to validate development impact. However, if this cannot be achieved short term to medium term monitoring near trigger points identified in Table 10 should be undertaken during TAFE peak loading to ensure design thresholds are validated by actual flows.

Should TAFE require accommodation the augmentation of the wastewater system must be considered and an arrangement between TAFE and Council could be made to enable augmentation of the wastewater treatment and disposal system.

If disposal into Gippsland Water's rising main from Fulham to Sale is not desirable (estimated capital outlay of between \$470k up to \$755k) it is recommended that the evaporation lagoon be augmented with an approximate 50% extension (subject to more detailed, seasonal examination) of the existing lagoon to enable evaporation at future flows to be viable.

Furthermore, sewerage layout and details plan have been issued for approval as of January 2015 as part of the Eastern Precinct Development Plan. These indicate that approximately 336m of gravity sewers are required to connect the proposed allotments to the current reticulation system. The plans also indicate that 221m of the gravity mains to be 100mm diameter PVC SN8 Grade 1:100. This would not meet Gippsland Water requirements and as such it is recommended that all the required 336m of gravity sewers be 150mm diameter VC and that the final design plans are sent to GW for review and endorsement. This will enable connection to Gippsland Water reticulation if required in the future without the need for remedial action.

APPENDIX A WEST SALE AERODROME SITE LAYOUT

30041852W_WSA WW Review_1; Final Issue Mar 2015 | The SMEC Group | 31



APPENDIX B EVAPORATION LAGOON SITE VISIT

At an inspection on 19th February, the lagoon was observed to be empty, with:

- strong growth on the floor
- lush grass growth near what is suspected to be the inlet
- a number of bushes in the embankment
- erosion in some places, generally fairly minor, and
- some evidence of animal burrows.

Refer to Figures 0.1 to 0.7.



Figure 1: General View of Existing Lagoon



Figure 4: Bushes on Embankment



Figure 5: Burrowing in Embankment



Figure 6: Erosion Embankment (in foreground)



Figure 7: Erosion Embankment (in foreground)

APPENDIX C WASTEWATER LOADINGS

**WEST SALE AERODROME
ASSESSMENT OF POPULATION & ULTIMATE FLOW**

ODP Ref	Tenant	2005 Design O.L.F	Pop Present	Flow per Tenement L/S	Pop. 1-2 years	Pop. 2-5 years	Pop. 5-10 years	Design flow rate L/S	Flow per Tenement L/S	Days of occupancy	Future EP	Current EP	Comments
Zone 1													
	West Sale Aerodrome (M/F) - 2005	1200	50	1200	50	50	50	12	1200	6.0	5.0	5.0	
	Zone 1 (Reserved M/F - 2005) (Design rate of 1.0)	1200	50	1200	50	50	50	12	1200	6.0	5.0	5.0	Assumed under current design of 1.0 L/S per tenement based on Zone 1a Design
Zone 2	Country Fire Activity												Not connected - flow not expected to be accepted (due to fire flow O.L.F. issues)
Zone 3													
	100 - 111 (2005) (Design rate of 1.0)	20	2	20	2	2	2	1.0	20	1.0	1.0	1.0	Allocated ultimate design flow for 2005 design
	102 - 103 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	104 - 105 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	106 - 107 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	108 - 109 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	110 - 111 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	112 - 113 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	114 - 115 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	116 - 117 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	118 - 119 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	120 - 121 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	122 - 123 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	124 - 125 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	126 - 127 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	128 - 129 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	130 - 131 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	132 - 133 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	134 - 135 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	136 - 137 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	138 - 139 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	140 - 141 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	142 - 143 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	144 - 145 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	146 - 147 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	148 - 149 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	150 - 151 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	152 - 153 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	154 - 155 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	156 - 157 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	158 - 159 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	160 - 161 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	162 - 163 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	164 - 165 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	166 - 167 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	168 - 169 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	170 - 171 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	172 - 173 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	174 - 175 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	176 - 177 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	178 - 179 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	180 - 181 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	182 - 183 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	184 - 185 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	186 - 187 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	188 - 189 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	190 - 191 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	192 - 193 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	194 - 195 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	196 - 197 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	198 - 199 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	200 - 201 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	202 - 203 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	204 - 205 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	206 - 207 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	208 - 209 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	210 - 211 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	212 - 213 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	214 - 215 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	216 - 217 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	218 - 219 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	220 - 221 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	222 - 223 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	224 - 225 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	226 - 227 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	228 - 229 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	230 - 231 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	232 - 233 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	234 - 235 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	236 - 237 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	238 - 239 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	240 - 241 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	242 - 243 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	244 - 245 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	246 - 247 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	248 - 249 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	250 - 251 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	252 - 253 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	254 - 255 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	256 - 257 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	258 - 259 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	260 - 261 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	262 - 263 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	264 - 265 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	266 - 267 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	268 - 269 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	270 - 271 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0	10	1.0	1.0	1.0	
	272 - 273 (2005) (Design rate of 1.0)	10	1	10	1	1	1	1.0					



VEGETATION OVERVIEW AND HABITAT HECTARES ASSESSMENT

West Sale Aerodrome



Prepared For: Wellington Shire Council

Final

November 2014

ETHOS NRM Pty Ltd

ABN: 44 104 999 528
PO Box 204, 162 Macleod St
Bairnsdale, Vic. 3875
Telephone: 03-5153 0037
Facsimile: 03-5153 0038
E-mail: info@ethosnrm.com.au
Website: www.ethosnrm.com.au

**ENVIRONMENTAL, PLANNING & NATURAL RESOURCE MANAGEMENT
CONSULTANTS**

TABLE OF CONTENTS

EXECUTIVE SUMMARY	4
1 INTRODUCTION	7
1.1 SITE LOCATION AND DESCRIPTION	7
1.2 PAST AND PRESENT LAND USE	7
1.3 OBJECTIVES	8
1.4 PROJECT BACKGROUND	10
2 RELEVANT POLICY & PLANNING CONTROLS	11
2.1 COMMONWEALTH LAWS	11
2.1.1 <i>Environment Protection and Biodiversity Conservation Act 1999</i>	11
2.2 STATE LAWS AND POLICY	11
2.2.1 <i>Flora and Fauna Guarantee Act 1988</i>	11
2.2.2 <i>Catchment and Land Protection Act 1994</i>	11
2.2.3 <i>Planning and Environment Act 1987 (Local Government Regulations)</i>	12
2.2.4 <i>Victoria's Permitted Clearing of Native Vegetation – Biodiversity Assessment Guidelines</i>	12
2.2.5 <i>Wellington Shire Planning Scheme</i>	12
2.3 CIVIL AVIATION SAFETY AUTHORITY (CASA)	13
3 ASSESSMENT METHODOLOGY	13
3.1 DESKTOP INVESTIGATION	13
3.2 REVIEW OF PAST ENVIRONMENTAL DOCUMENTATION	14
3.3 FIELD SURVEY	16
3.3.1 <i>Habitat Hectare Methodology</i>	16
3.3.2 <i>EPBC Condition Threshold Assessment</i>	17
3.4 TAXONOMY	17
3.5 SURVEY LIMITATIONS	17
4 SURVEY RESULTS	18
4.1 BIOREGION	18
4.2 ECOLOGICAL VEGETATION CLASSES	18
4.2.1 <i>Plains Grassy Woodland (EVC 55)</i>	18
4.3 FLORA SPECIES RECORDED	21
4.4 RARE AND THREATENED FLORA AND VEGETATION COMMUNITIES	24
4.4.1 <i>Environment Protection and Biodiversity Conservation Act 1999</i>	24
4.4.2 <i>Flora and Fauna Guarantee Act 1988</i>	26
4.4.3 <i>DEPI Rare and Threatened Species</i>	26
5 THREATS	27
5.1 SOIL DISTURBANCE	27
5.2 WEEDS	27
5.3 BROWSING	28
5.4 MOWING OR SLASHING	28
5.5 FRAGMENTATION	28
5.6 BURN FREQUENCY	29
6 CURRENT VEGETATION MANAGEMENT OBLIGATIONS	29
6.1 OBLIGATIONS UNDER THE PAMA AGREEMENT	29
6.2 OBLIGATIONS TO MANAGE WEEDS UNDER THE CALP ACT	30
6.3 WEST SALE AERODROME CURRENT OFFSET OBLIGATIONS	30
6.3.1 <i>Offset Management Program</i>	33
6.3.2 <i>Other Options to Meet Offset Obligation</i>	34
7 FUTURE AERODROME USE	35
7.1 APPROVAL REQUIREMENTS FOR REMOVAL OF NATIVE VEGETATION	35

ETHOS NRM

ENVIRONMENTAL, PLANNING & NATURAL RESOURCE MANAGEMENT CONSULTANTS

8	VEGETATION REMOVAL	35
8.1	VICTORIA'S NATIVE VEGETATION PERMITTED CLEARING REGULATIONS	35
8.1.1	<i>Identification of the Risk-based Pathway and Application Requirements</i>	35
8.2	CALCULATION OF POTENTIAL NATIVE VEGETATION LOSS	36
8.2.1	<i>Habitat Hectares</i>	36
8.3	POTENTIAL FUTURE OFFSET OBLIGATIONS	36
8.3.1	<i>Likely Offset Requirements</i>	37
8.4	OFFSETTING NATIVE VEGETATION LOSSES	38
9	COMMONWEALTH EPBC OFFSETS	41
9.1	APPROVAL REQUIREMENTS	41
9.2	OFFSET REQUIREMENTS	41
10	RECOMMENDATIONS	42
11	REFERENCES	44
12	APPENDICES	46
12.1	APPENDIX 1: DEPI BIODIVERSITY IMPACT AND OFFSET REQUIREMENTS REPORT	46
12.2	APPENDIX 2: HABITAT HECTARE SHEETS	60
12.3	APPENDIX 3: WEST SALE AERODROME OVERALL DEVELOPMENT PLAN	73

TABLES

TABLE 1.	HABITAT ZONES RECORDED	21
TABLE 2.	FLORA SPECIES RECORDED BY ETHOS NRM DURING FIELD SURVEYS (2014)	22
TABLE 3.	EPBC PROTECTED MATTERS ONLINE SEARCH TOOL RESULTS	24
TABLE 4.	DEPI THREATENED FLORA AND FAUNA RECORDS (VBA DATABASE)	26
TABLE 5.	QUANTIFICATION OF POTENTIAL OFFSETS WITHIN MANAGED ZONES	32
TABLE 6.	VEGETATION OFFSET REQUIREMENTS (SUMMARY OF DEPI BIODIVERSITY IMPACT AND OFFSET REPORT)	39

FIGURES

FIGURE 1:	LOCALITY MAP	9
FIGURE 2:	CASA OBSTACLE LIMITATION SURVEY DIAGRAM – WEST SALE AERODROME	15
FIGURE 3:	DSE EVC MAPPING	19
FIGURE 4:	WEST SALE AERODROME VEGETATION HABITAT ZONES	20
FIGURE 5:	POTENTIAL OFFSET REQUIREMENTS AND EPBC	40

Cover Photo: West Sale Aerodrome, view of runway from managed grassland

Ethos NRM Pty Ltd			
Document Control			
Client	Wellington Shire Council		
Title	Habitat Hectares Assessment and Vegetation Overview – West Sale Aerodrome		
Author	Kerry Spencer		
Manager	Eric Sjerp		
Version	Final		
Electronic File Name	14017 west sale aero veg and hh assess_final		
Date Last Saved	13/11/2014 10:26 AM		
Date Last Printed	14/11/2014 10:49 AM		
Distribution:		No	Format
	Sean Phillipson – internal review	1	doc
	Theo Christopher – Wellington Shire Council	1	PDF
	Eric Sjerp	1	doc
	Theo Christopher – Wellington Shire Council	1	PDF

ETHOS NRM

ENVIRONMENTAL, PLANNING & NATURAL RESOURCE MANAGEMENT CONSULTANTS

EXECUTIVE SUMMARY

Ethos NRM was engaged by Wellington Shire Council WSC to undertake a Vegetation Overview and Habitat Hectares Assessment of native grasslands at the West Sale Aerodrome. This report has reviewed previous environmental studies and management obligations at the West Sale Aerodrome and the potential implications for future development on remnant native grasslands at the aerodrome. The West Sale Aerodrome is located 10km west of Sale and is an operating airfield. Wellington Shire Council is responsible for the management of the site which has large areas of significant native grassland.

Vegetation height is maintained to meet Civil Aviation Safety Authority (CASA) standards. The Aerodrome site is subject to the following Zones and Schedules of the Wellington Planning Scheme: Special Use Zone Schedule 1 (SUZ1), Design and Development Overlay Schedule 6 (DD06) and Airport Environs Overlay Schedule 2 (AEO2).

Ethos NRM has reviewed a number of studies and reports on the significant native grasslands previously undertaken at the Aerodrome including:

- **Planning Permit P110/2006 for SUZ1 & RUZ Subdivision & Removal of Native Vegetation (Wellington Shire Council).** A planning permit was issued by the Wellington Shire Council in 2007 which allowed for the subdivision and removal of 1.67 ha of native vegetation. The conditions 6-8 on the permit require native vegetation offsets to be managed in accordance with the Habitat Hectares and Net Gain Assessment by EarthTech (2006) and the Public Authority Management Agreement (PAMA, 2003).
- **Draft Vegetation Management Program for Existing Grassland Management Zones at West Sale Aerodrome (Indigenous Design Land Management, 2007).** This report has been prepared to address planning permit conditions for provision of an offset as part of the permitted removal of native vegetation. A Management Action Plan and Timetable provide detail on proposed conservation management actions to be undertaken within Zones 4a, 4b, 4c and 4d.
- **Grassland Re-establishment Program for West Sale Aerodrome (Indigenous Design Land Management, 2007).** This report has been prepared to address planning permit conditions for provision of an offset comprising of re-establishment of native grassland within Zone 5 at the West Sale Aerodrome.
- **Habitat Hectare and Net Gain Assessment – West Sale Aerodrome (EarthTech 2006).** The report details the offset requirement for removal of 1.67ha of native grassland from a site (Zone 3) and location of the offset at the Aerodrome.
- **Public Authority Management Agreement (FFG Act 1988, June 2003).** In 2003 the Wellington Shire Council and DSE signed a Public Authority Management Agreement for the West Sale Aerodrome under a condition of the FFG Act to protect the FFG listed Central Gippsland Plains Grassland Community and Rough-grained Love-grass (*Eragrostis tricarpa*). The Agreement (commonly referred to as the PAMA) includes existing grassland areas comprising of 27ha and 18.5ha of a Grassland Re-establishment area. The Wellington Shire is required to undertake; ongoing pest plant and animal control and ecological burning every 4 years.
- **Draft Vegetation Management Plan West Sale Aerodrome (Paul Kelly & Associates, 1999).** The report identifies proposed management of grassland areas at the West Sale Aerodrome based on the findings from the Ecological Assessment.
- **Ecological Assessment of the West Sale Aerodrome (Paul Kelly & Ken Norris, 1999).** The report details the findings of an ecological survey undertaken at the Aerodrome.

ETHOS NRM

ENVIRONMENTAL, PLANNING & NATURAL RESOURCE MANAGEMENT CONSULTANTS

Survey Findings

Ethos NRM undertook Habitat Hectares assessment of remnant native vegetation at the Aerodrome during Autumn and Spring (2014), and recorded six Plains Grassy Woodland Habitat Zones. Plains Grassy Woodland has a Bioregional Conservation Status (BCS) of Endangered within the Gippsland Plain bioregion. The habitat scores were low (22-37/100) and this is due to; the absence of a tree canopy and shrub layer and a high weed cover. DEPI EVC (Ecological Vegetation Class) mapping indicates the site previously was a woodland, however historical land use and clearing has created a derived grassland. Higher quality vegetation was recorded within areas of 'managed grassland' zones and the poorest quality vegetation was just north of the main runway. A total of 84 terrestrial flora species were recorded, including 49 native and 35 weed species. Initial survey of the site was undertaken in Autumn, followed by a Spring survey which recorded an additional 12 flora species. One rare flora species was recorded, the Rough-grain Love-grass within the managed grassland zones. A number of threats were identified to native grasslands at the Aerodrome including; soil disturbance, weeds, browsing, slashing and fire regimes.

One ecological community listed as critically endangered under the *EPBC Act 1999* was recorded at the Aerodrome: *Gippsland Red Gum (Eucalyptus tereticornis subsp. mediana) Grassy Woodland and Associated Native Grassland*. This community is also listed under the *FFG Act 1988* as the *Central Gippsland Plains Grassland*. The West Sale Aerodrome is mentioned in both the FFG Action Statement and EPBC Policy Statement as an important grassland site.

The survey in spring 2014 focused on assessment of the remnant grasslands against the EPBC condition thresholds for protection of areas of *Gippsland Red Gum (Eucalyptus tereticornis subsp. mediana) Grassy Woodland and Associated Native Grassland* ecological community. Over half of the remnant patches at the aerodrome were determined to meet EPBC condition thresholds due to the size of the zones, percentage of perennial native ground cover and number of native species recorded.

Current Vegetation Offset Obligations

Vegetation offset requirements currently exist as part of a condition on a Permit issued in 2007 by the Wellington Shire Council for the subdivision of 2 lots and removal of 1.67 ha of native vegetation. However, the Planning Permit condition identified an offset greater than what was required and should be amended to reflect the actual offset required which is 0.9 Habitat Hectares. Ethos NRM have recommended wording for this amendment which will accurately capture the actual offset requirement. Ethos NRM have also reviewed the offset calculations and identified which remnant grassland zones the offset could be achieved within if WSC decide to locate the offset at the Aerodrome.

Future Vegetation Removal

Wellington Shire Council has identified the West Sale Aerodrome as a suitable location for future development and hence there is potential that vegetation removal or impacts to native vegetation may occur.

Approvals required before native vegetation can be removed may include:

- Planning Permit (Biodiversity Assessment Guidelines)
- Permit under the Flora and Fauna Guarantee Act 1988 (due to PAMA Agreement)
- Changes to the PAMA Agreement
- EPBC Act (if there is a significant impact to an area of *Gippsland Red Gum Grassy Woodland and Associated Native Grassland*).

ETHOS NRM

ENVIRONMENTAL, PLANNING & NATURAL RESOURCE MANAGEMENT CONSULTANTS

Where removal of native vegetation is permitted under the *Biodiversity Assessment Guidelines* or the EPBC Act, an offset is generally required. The EPBC Act Environmental Offsets Policy requires that where a significant impact occurs, an offset to compensate for that impact is required.

Recommendations

Ethos NRM recommends the following actions be undertaken to protect and improve the condition of native grasslands and ensure current offset obligations are met at the West Sale Aerodrome.

- Amend the wording within the Wellington Shire Council Planning Permit P110/2006 to accurately reflect actual vegetation offset obligations.
- Wellington Shire Council should improve efforts to comply with existing offset obligations at the West Sale Aerodrome (Planning Permit P110/2006) and decide whether to locate the offset on-site (Aerodrome), at another property owned by WSC or purchase a Native Vegetation Credit via a third party. Consideration of the costs and future development plans at the Aerodrome will inform this decision.
- Should the vegetation offset (associated with 2007 Planning Permit) be located at the Aerodrome, the WSC should implement conservation management actions in accordance with the Vegetation Management Program (prepared by Indigenous Design, 2007a).
- Undertake ecological burning every 4-5 years within the managed grassland zones.
- Continue to manage threats to remnant grassland zones.
- When planning or proposing any future development or works at the Aerodrome, Wellington Shire Council should consider potential impacts to remnant grassland areas and where practical avoid or minimise direct and indirect impacts through redesign of footprints or consideration of technical options which may mitigate impacts.
- Refer any development proposals which have potential to significantly impact remnant patches of EPBC listed *Gippsland Red Gum Grassy Woodland and Associated Native Grassland* areas at the aerodrome, for assessment and approval by the federal environment minister.

ETHOS NRM

ENVIRONMENTAL, PLANNING & NATURAL RESOURCE MANAGEMENT CONSULTANTS

Page 6

1 INTRODUCTION

Ethos NRM was engaged by Wellington Shire Council to undertake a Vegetation Overview and Habitat Hectares Assessment of native grasslands at the West Sale Aerodrome. The West Sale Aerodrome is an operating airfield used by private operators, emergency services, the RAAF and as a training facility.

The Wellington Shire Council is responsible for the management of the site which also has large areas of significant native grassland. A number of studies and reports on these significant native grasslands have previously been undertaken at the Aerodrome.

This report draws on information collected by Ethos NRM during field surveys of native vegetation at the site as part of this project, and reviews other past environmental studies, relevant permits and agreements. An overview of current and future management obligations is provided. Ethos NRM has reviewed existing environmental assessment documentation for the site and utilised relevant information in the preparation of this Vegetation Overview and Habitat Hectares Assessment report.

1.1 Site Location and Description

The West Sale Aerodrome is located approximately 10km west of Sale, at Fulham, see Figure 1. The Aerodrome is located within a rural setting and is surrounded primarily by agricultural land. Adjoining the southern boundary of the property is Mortimer Drive and the Gippsland Railway line. The Aerodrome is owned and managed by the Wellington Shire Council.

The site comprises of a number of facilities including:

- Aerodrome Terminal
- Country Fire Authority Training Centre
- Gippsland TAFE
- Aerodrome Aviation Museum

To the north of the terminal the main and sealed runway extends east west and two smaller grass runways are located to the west of the terminal.

Vegetation at the site is predominantly grassland (both pasture and native) with areas of landscape planted vegetation near buildings. The height of vegetation is maintained to meet Civil Aviation Safety Authority (CASA) standards and hence the grassland areas are managed to ensure no shrubs or trees grow.

1.2 Past and Present Land Use

The composition and structure of the open grassy woodlands which is likely to have occupied the Aerodrome site have changed over time. During early European occupation of the region in the 1930's the entire Aerodrome area was grazed. Throughout this time many of the Red Gums were ringbarked and the land sown to introduced pasture species (Kelly, 1999a).

The Commonwealth Armed Forces, at the time of the Second World War constructed the airfield and started the operation of the site as an airbase.

Currently the entire Aerodrome site is used as:

- An operating airfield, which includes a passenger terminal, runways, taxiway mown safety zones.
- A managers residence and paddock
- Aviation hangers and buildings
- Education facilities of Gippsland TAFE and Country Fire Authority
- Aviation museum and training facility

ETHOS NRM

ENVIRONMENTAL, PLANNING & NATURAL RESOURCE MANAGEMENT CONSULTANTS

- Grazed paddocks

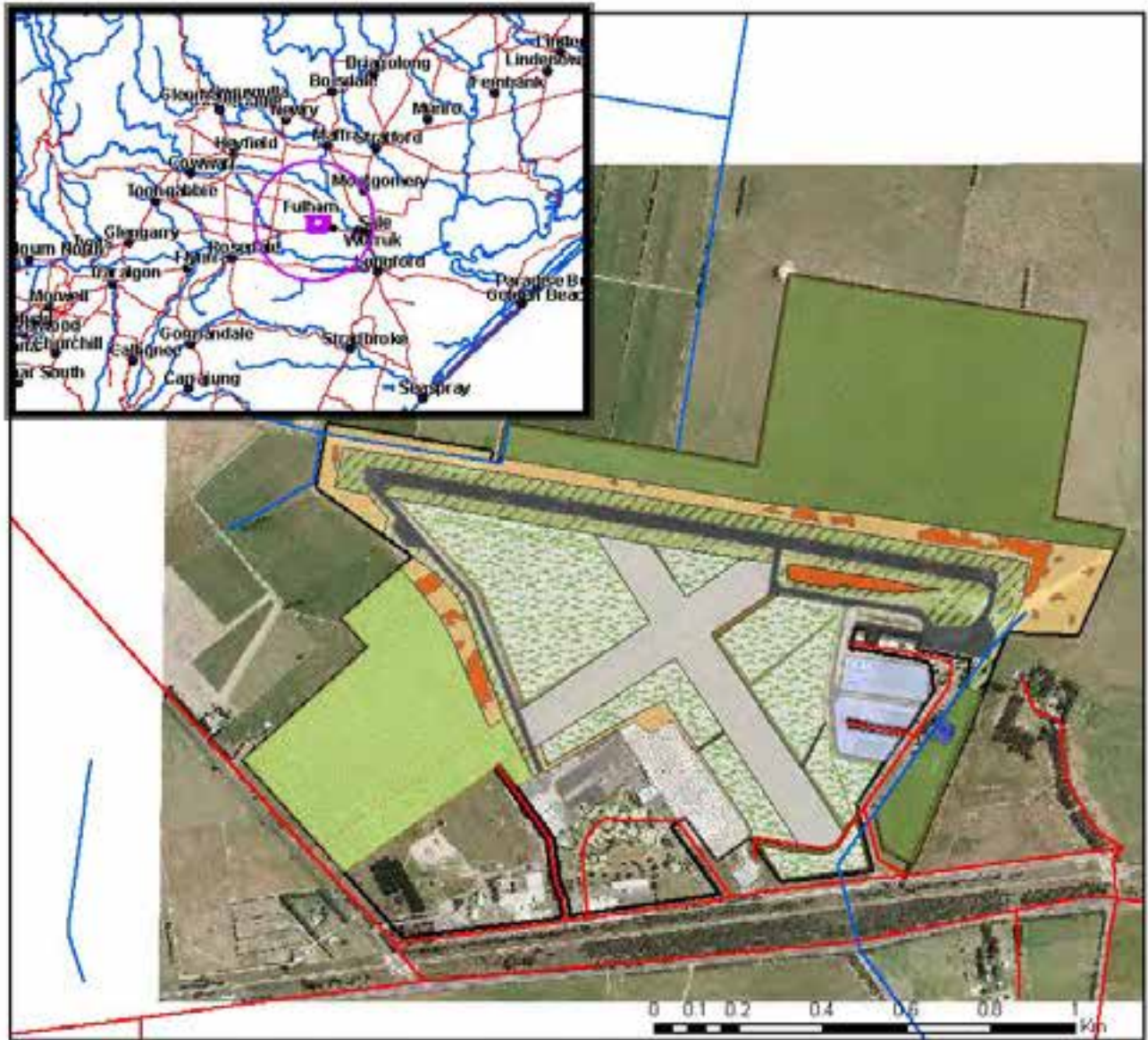
The Aerodrome site is subject to the following Zones and Schedules of the Wellington Planning Scheme:

- Special Use Zone Schedule 1 (SUZ1)
- Design and Development Overlay Schedule 6 (DD06)
- Airport Environs Overlay Schedule 2 (AEO2)

1.3 Objectives

The objectives of this Vegetation Assessment at the West Sale Aerodrome are to:

- Assess native grasses across the site, the quality of grassland and weed cover/abundance.
- Undertake Habitat Hectare assessment of target areas of native vegetation.
- Identify and quantify potential offset requirements for the target areas for both the Planning Scheme and *Environment Protection and Biodiversity Conservation (EPBC) Act 1999*.
- Document potential offset obligations for the prescribed target areas.
- Undertake a review of past environmental assessment documentation for the site.
- Provide comments on past and current native vegetation management practices.
- Identify trees surrounding the runway entries/exits to determine whether exotic, planted natives, or remnant natives.
- Undertake GPS mapping of all vegetation.



West Sale Aerodrome

Vegetation Assessment Overview

Figure 1: Location Overview

●	Towns
—	roads
—	hydrology
□	Aerodrome Boundary
Aerodrome Landuse	
■	Buildings
■	Future development site
■	Informal Carpark
■	Informal track
■	Main Runway and Taxiway
■	Mown Runway
■	Slashed verge
■	Degraded Treeless Vegetation
■	Remnant Grassland
■	Managed Grassland
■	Grazed Paddock
■	Paddock

<small>1:10000</small>		
<small>0 0.1 0.2 0.4 0.6 0.8 1 Km</small>	<small>15/11/2014</small>	<small>For full details (2007) (2004/05 - 2006)</small>
<small>COO: C.A. 2014-15 CEN: M. 2014-15</small>		

1.4 Project Background

Ethos NRM understands that the West Sale Aerodrome is described as an important site in documentation produced by both State and Commonwealth Governments, relating to the management and conservation of endangered grassland ecological communities.

The West Sale Aerodrome is listed as a 'Key Site' under the DSE Action Statement for Central Gippsland Plains Grassland (under the *Flora and Fauna Guarantee Act 1988*). The site is also listed as a 'Key Site' for the Grassland Component of *Gippsland Red Gum Grassy Woodland and Associated Grassland* Ecological Community in the *EPBC Act 1999* Listing Advice.

A large number of reports and documents on native vegetation at the Aerodrome have previously been prepared. Review of the following documents has been undertaken by Ethos NRM as part of this project:

- Grassland Re-establishment Program for West Sale Aerodrome (Indigenous Design Land Management, 2007)
- Draft Vegetation Management Program for Existing Grassland Management Zones at West Sale Aerodrome (Indigenous Design Land Management, 2007)
- Habitat Hectare and Net Gain Assessment – West Sale Aerodrome (EarthTech 2006)
- Ecological Assessment of the West Sale Aerodrome (M. Gibson, 2004)
- West Sale Aerodrome – Public Authority Management Agreement (FFG Act 1988) June 2003
- Ecological Assessment of the West Sale Aerodrome (Paul Kelly & Ken Norris, March, 1999a)
- Draft Vegetation Management Plan West Sale Aerodrome (Paul Kelly & Associates, August 1999b)
- Wellington Shire Council Planning Permit Application No. P110/2006, Proposal: SUZ1 &RUZ subdivision 7 Removal of Native Vegetation (2007).

ETHOS NRM

ENVIRONMENTAL, PLANNING & NATURAL RESOURCE MANAGEMENT CONSULTANTS

Page 10

2 RELEVANT POLICY & PLANNING CONTROLS

2.1 Commonwealth Laws

2.1.1 *Environment Protection and Biodiversity Conservation Act 1999*

The *Environment Protection and Biodiversity Conservation (EPBC) Act 1999* is the Australian Government's environmental legislation which provides a legal framework to protect and manage nationally and internationally significant flora, fauna, ecological communities and heritage places, defined in the EPBC Act as Matters of National Environmental Significance (DE, 2014).

If a proposed action has the potential to have a significant impact on a Matter of National Environmental Significance, then an EPBC Referral is required to determine whether approval will be required to undertake the activity (i.e. controlled action).

One ecological community listed as critically endangered under the *EPBC Act* occurs at this site: Gippsland Red Gum (*Eucalyptus tereticornis* subsp. *mediana*) Grassy Woodland and Associated Native Grassland and is discussed further in Section 4.4.1 of this report.

2.2 State Laws and Policy

Legislation relevant to native vegetation conservation and management in Victoria include the *Flora and Fauna Guarantee (FFG) Act 1988*, the *Planning and Environment Act 1987* and the *Catchment and Land Protection Act 1994*.

Relevant policy documents include the '*Permitted Clearing of Native Vegetation Biodiversity Assessment Guidelines*' (DEPI, 2013a).

2.2.1 *Flora and Fauna Guarantee Act 1988*

The *FFG Act* is the Victorian Government's legislation for the conservation of threatened species and communities and for the management of potentially threatening processes. The *FFG Act* provides for the listing of threatened plant and animal species and ecological communities (Threatened List) and potentially threatening processes (Processes List). It also contains provisions for protected flora, which are not listed as threatened, but declared to be protected under Section 46 of the *FFG Act*.

One floristic community listed under the *FFG Act* occurs at this site: Central Gippsland Plains Grassland and is discussed further in Section 4.4.2 of this report.

2.2.2 *Catchment and Land Protection Act 1994*

The *Catchment and Land Protection (CALP) Act 1994* contains provisions relating to catchment planning, land management, noxious weeds and pest animals. The Act provides a legislative framework for the management of private and public land. It sets out the responsibilities of landowners declaring that they must take all reasonable steps to:

- avoid causing or contributing to land degradation which causes or could cause damage to land of another landowner
- protect water resources and conserve soil
- eradicate regionally prohibited weeds and prevent the growth and spread of regionally controlled weeds
- prevent the spread of and eradicate established pest animals.

A number of weeds listed under the *CALP Act* were recorded on-site and obligations for management of these weeds are discussed further in Section 5 of this report.

ETHOS NRM

ENVIRONMENTAL, PLANNING & NATURAL RESOURCE MANAGEMENT CONSULTANTS

2.2.3 *Planning and Environment Act 1987* (Local Government Regulations)

Planning schemes contain provisions relating to the management of native vegetation, where a permit to remove, destroy or lop native vegetation may be required. Under Clause 52.17 a planning permit is required to remove native vegetation, unless certain exemptions apply. Clause 52.17 requires that permits to remove native vegetation are assessed in accordance with the Biodiversity Assessment Guidelines (DEPI, 2013a).

A planning permit has been issued for removal of vegetation at the site which has compensatory obligations for management of a vegetation offset site. This is discussed further in Section 3.2 of this report.

2.2.4 Victoria's Permitted Clearing of Native Vegetation – Biodiversity Assessment Guidelines

In December 2013, planning scheme amendment VC105 enacted reforms to Victoria's native vegetation permitted clearing regulations as the State Government's policy for the assessment of impacts on biodiversity from the removal of native vegetation. The *Guidelines* replace the previous native vegetation policy (*Victoria's Native Vegetation Management – A Framework for Action; the Framework*) as the overarching document incorporated in all Victorian planning schemes.

The *Guidelines* (DEPI, 2013a) adopt a risk-based approach to decision making and aim to:

- ensure a stronger focus on the value of native vegetation for state-wide biodiversity (no net loss to biodiversity),
- reduce the regulatory burden for landholders while at the same time providing upfront information about the value of native vegetation on their land, and
- improve decision making.

The *Guidelines* (DEPI, 2013a) define the assessment requirements for applications to remove vegetation through determination of **risk-based pathways**. The risk-based pathway is classified through two main factors: the map-based *Location Risk* identified by DEPI modelling and *Extent Risk* determined by the area of proposed native vegetation removal. The risk pathway will then dictate the level of detail and assessment required to accompany the application for removal of vegetation.

Any future permitted native vegetation removal would be subject to the provisions of the *Biodiversity Assessment Guidelines*. This is discussed further in Section 7 and 8 of this report.

2.2.5 Wellington Shire Planning Scheme

The Aerodrome site is subject to the following Zones and Schedules of the Wellington Planning Scheme:

- Special Use Zone Schedule 1 (SUZ1)
- Design and Development Overlay Schedule 6 (DDO6)
- Airport Environs Overlay Schedule 2 (AEO2)

The SUZ1 purpose is to provide for; safe and efficient operation of the Aerodrome, development of aeronautical industries and activities, education facilities and protection of significant flora and fauna values.

The DDO6 purpose is to ensure that all building heights do not adversely affect the operation of the East Sale Royal Australian Air Force (RAAF) Base.

The Airport Environs Overlay and Schedule AEO2 purpose is to ensure land use and development is compatible with the airport operation.

2.3 Civil Aviation Safety Authority (CASA)

As the West Sale Aerodrome is an operating airfield, there are requirements to maintain the site to meet aviation safety standards. An Obstacle Limitation survey (see Figure 2) of the aerodrome has been undertaken which identifies the permitted height of obstacles within and adjoining the Aerodrome site.

The restriction height applies to all physical structures and vegetation to enable the safe approach and take-off of aircraft. Maintenance of low vegetation cover within much of the Aerodrome site is required.

3 ASSESSMENT METHODOLOGY

The following steps been undertaken to collect floristic information and quantify potential vegetation loss and offset requirements at the West Sale Aerodrome:

- Desktop Investigation
- Review of previous environmental studies
- Determination of the Risk-based Pathway for assessment of application
- Field Survey – Habitat Hectares Assessment
 - Habitat Hectares assessment and quantification of the offset requirements for vegetation removal at the Aerodrome has been undertaken in accordance with the *Biodiversity Assessment Guidelines* (DEPI, 2013a) herein referred to as the 'Guidelines'. This report quantifies the vegetation loss in Habitat Hectares and the Offset Requirement in Biodiversity Equivalence Units (BEUs).
- Spring Survey to assess condition of vegetation against EPBC condition threshold for *Gippsland Red Gum (Eucalyptus tereticornis subsp. mediana)* Grassy Woodland and Associated Native Grassland ecological community.
- Biodiversity Assessment Report (Offset Requirements)

3.1 Desktop Investigation

Desktop investigation of flora data was the initial step used to gather information on the site prior to undertaking vegetation assessments and preparation of this report. Ethos NRM has obtained data for the occurrence and description of bioregions, EVCs, Rare or Threatened flora and Threatened Ecological Communities from a number of sources, including:

- Planning Maps on-line (DEPI, 2014e)
- EPBC on-line Protected Matters Search Tool (DE, 2014)
- Victorian Biodiversity Atlas database (VBA, 2014)
- DEPI Interactive Maps – Biodiversity Interactive Maps (DEPI,2014a)
- DEPI Ecological Vegetation Class Benchmark Descriptions (DEPI, 2014b)
- DEPI Bioregional Descriptions (DEPI, 2014b)
- DEPI Native Vegetation Information Management tool

3.2 Review of Past Environmental Documentation

Draft Vegetation Management Program for Existing Grassland Management Zones at West Sale Aerodrome (Indigenous Design Land Management, 2007)

This report has been prepared to address planning permit conditions for provision of an offset as part of the permitted removal of native vegetation. The permit conditions included management of grassland areas to achieve a net gain of which two parts were identified – management of existing grassland and re-establishment of Zone 5 with native grassland (of which was detailed in the EarthTech report, 2006). The Indigenous design report undertakes an assessment of the current threats to grassland areas and identifies measures to mitigate impacts. A Management Action Plan and Timetable provide detail on proposed conservation management actions to be undertaken to within Zones 4A, 4B, 4C and 4D.

Grassland Re-establishment Program for West Sale Aerodrome (Indigenous Design Land Management, 2007)

Indigenous Design undertook research into grassland re-establishment trials and developed a program to re-establish native grassland within Zone 5 at the West Sale Aerodrome. The program is aimed to meet offset obligations for a planning permit issued for native vegetation removal at the Aerodrome (of which was detailed in the EarthTech report, 2006). A Works Program was developed to implement re-establishment of grassland areas combining a series of trial plots

Habitat Hectare and Net Gain Assessment – West Sale Aerodrome (EarthTech 2006)

The report details the finding of a Habitat Hectare and Net Gain Assessment of two locations proposed for future development that would result in the removal of 1.67ha of native grassland from a site (Zone 3) which is located south of Jackson Drive. It was concluded that conservation management of the retained (and proposed re-establishment) grassland management zones totalling 52ha was sufficient to support the offset requirement of 0.9HHa should vegetation removal be permitted.

Ecological Assessment of the West Sale Aerodrome (M. Gibson, 2004)

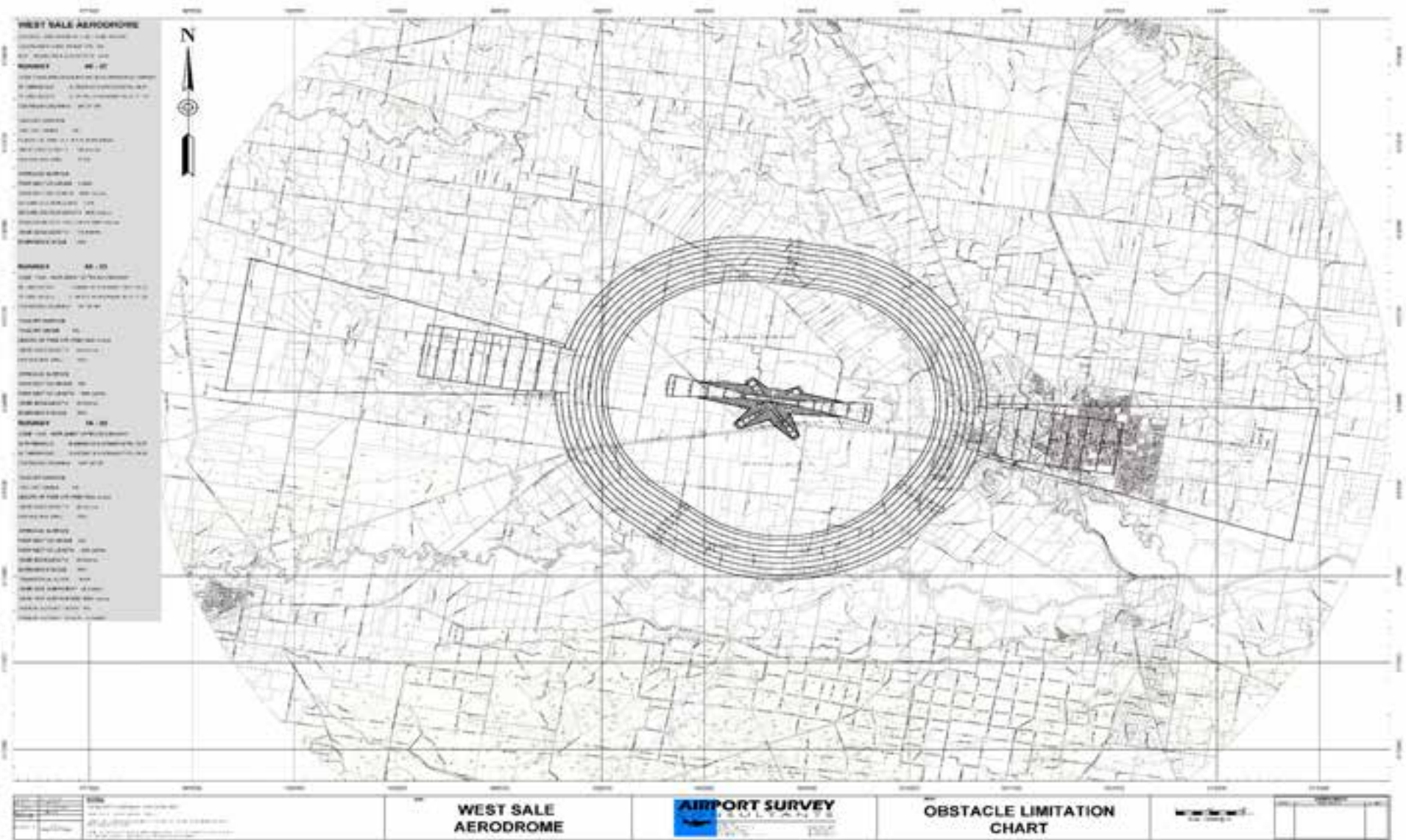
Students studying a Diploma in Catchment and Land Management at Forestech (TAFE) undertook an ecological assessment at the Aerodrome. Surveys were undertaken in quadrats within each of the 4 managed grassland zones and several recommendations for management were offset including; 3 year rotational burning, weed control program and planting of indigenous vegetation.

Public Authority Management Agreement (FFG Act 1988, June 2003)

In 2003 the Wellington Shire Council and DSE signed a Public Authority Management Agreement for the West Sale Aerodrome under a condition of the FFG Act to protect the FFG listed Central Gippsland Plains Grassland Community and Rough-grained Love-grass (*Eragrostis tricarpa*). The Agreement (commonly referred to as the PAMA) includes existing grassland areas comprising of 27ha and 18.5ha of a Grassland Re-establishment area. Specific management obligations under the PAMA are identified for zones within the site and are aimed at protecting the remnant grassland areas through weed and pest animal control, prescribed burning, drainage management, restriction of grazing, and controlled times for slashing. The agreement also identified certain zones for potential future use including a runway extension, taxiway and apron reserve.

ETHOS NRM

ENVIRONMENTAL, PLANNING & NATURAL RESOURCE MANAGEMENT CONSULTANTS



Draft Vegetation Management Plan West Sale Aerodrome (Paul Kelly & Associates, 1999)

This document is a plan for proposed management of grassland areas at the West Sale Aerodrome. The following major threats to the grassland areas were identified; changes to site drainage, burning regime, soil disturbance, vegetation clearing, mowing or slashing and invasion of weed species. Regimes of burning for each remnant grassland area, every 4 years is identified, along with annual weed control and mowing and grass control activities in grassed strips and adjoining runways.

Ecological Assessment of the West Sale Aerodrome (Paul Kelly & Associates, 1999)

This report details the findings of an ecological survey undertaken in late 1998, early 1999. Site assessment recorded 108 indigenous flora and 25 native fauna species. Certain areas at the Aerodrome were identified as important remnants of Gippsland Plains Grassland Community which was listed as threatened (at the time of assessment) under the FFG Act 1988. Other areas of the Aerodrome were also identified as predominantly paddock or pasture dominated by exotic species. Recommendations for future management of the grassland areas included; regular burning, weed control and enhanced planting in Kangaroo Grass dominated areas, monitoring and education.

Planning Permit P110/2006 for SUZ1 & RUZ Subdivision & Removal of Native Vegetation (Wellington Shire Council)

A planning permit was issued by the Wellington Shire Council in 2007 which allowed for the subdivision and removal of native vegetation in accordance with certain approved conditions. Of particular relevance to native vegetation were conditions 6-8, which require native vegetation offsets to be managed in accordance with the Habitat Hectares and Net Gain Assessment by EarthTech (2006) and the Public Authority Management Agreement (PAMA, 2003). This includes actions such as pest plant and animal control, grazing exclusion and fire regime establishment within Zones 4A-D and grassland re-establishment within Zone 5.

3.3 Field Survey

Habitat Hectares Assessment survey methodology (DSE, 2004) has been used to quantify vegetation quality across the Aerodrome in accordance with the *Guidelines*. The site was surveyed by two DEPI Accredited Native Vegetation Assessors on the 26/5/14 and 27/5/14. Full flora species lists were collected and patches of native vegetation recorded on GPS. Only one Ecological Vegetation Class (Plains Grassy Woodland EVC 55) and three habitat zones (HZA, B and C) were recorded at the Aerodrome (see Figure 4).

An additional spring survey was undertaken on the 24/10/14 to assess remnant grassland areas against the EPBC condition threshold for protection of the ecological community: *Gippsland Red Gum Grassy Woodland and Associated Native Grasslands*.

3.3.1 Habitat Hectare Methodology

Habitat Hectares Assessment culminates in determination of a Habitat Score for each habitat zone assessed. The habitat score of a habitat zone is calculated using ten components: large trees, tree canopy cover, understorey diversity and cover, weediness, recruitment, organic litter, logs, patch size, neighbourhood context and distance to core area. Each component is listed on a Vegetation Quality Field Assessment Sheet (DSE, 2004a). The site is then scored according to the conditions and landscape context. Scores typically vary between 10 and 90, with extensive intact ('pristine') vegetation theoretically having a score of 100. Habitat scores are generally expressed on a scale of zero to 1.

Habitat zones are delineated in the field and are based on similar vegetation quality and type (EVC), hence more than one survey sample point may occur within the same habitat

ETHOS NRM

ENVIRONMENTAL, PLANNING & NATURAL RESOURCE MANAGEMENT CONSULTANTS

zone where the quality and type of vegetation has been consistent. Habitat Hectare assessments are only undertaken in areas of vegetation which are considered 'remnant patches', that is, where the canopy layer is greater than 20% or where at least 25% of the total perennial understorey plant cover is native plants, as a proportion of total understorey cover (DEPI, 2013a).

A Habitat Hectare is a unit of measurement that combines quality (relative to a published Benchmark) and quantity (area) of a habitat zone (DSE, 2004a). The Habitat Hectare value (HHa) of a habitat zone is calculated by multiplying the habitat score by the area of the habitat zone (in hectares) which is proposed to be removed.

3.3.2 EPBC Condition Threshold Assessment

A survey was conducted to assess vegetation against condition thresholds for protection of the *Gippsland Red Gum Grassy Woodland and Associated Grassland Ecological Community* under the EPBC Act 1999 (DEWHA, 2010). The following activities were undertaken as part of this field assessment within the previously surveyed areas; collation of additional species records, mapping of areas which had greater than 50% of weed cover and verification of habitat zone boundaries.

3.4 Taxonomy

Common and scientific names for terrestrial vascular plants within this report follow the Victorian Biodiversity Atlas (VBA) of the Department of Environment and Primary Industries (DEPI).

3.5 Survey Limitations

The survey effort combined with information gathered from other sources is considered adequate to assess and quantify vegetation condition and flora values within the project site. However the following limitations / qualifications apply to this study:

- This vegetation assessment includes only vascular flora, non-vascular flora such as mosses and liverworts were not sampled, nor was aquatic flora.
- Certain flora and fauna species are only readily identifiable onsite during periods of particular environmental and climatic conditions. Surveys were undertaken in late autumn and this is not ideal timing to record the diverse number of annual herbaceous species which are commonly present within this EVC.
- An additional survey was conducted during spring to assess vegetation against condition thresholds for protection of the *Gippsland Red Gum Grassy Woodland and Associated Grassland Ecological Community* under the EPBC Act 1999 (DEWHA, 2010). A number of remnant patches were determined to meet condition thresholds for protection, at the time of assessment (24/10/14).
- Mapping of flora species and communities was undertaken with hand-held (uncorrected) GPS units and aerial photo interpretation. Accuracy of this mapping is therefore limited to the GPS unit which is generally (+/-6m). This degree of accuracy is considered adequate for the size and scale of the project (survey) area.



Plate 1: Western end of main runway

ETHOS NRM

ENVIRONMENTAL, PLANNING & NATURAL RESOURCE MANAGEMENT CONSULTANTS

4 SURVEY RESULTS

4.1 Bioregion

The West Sale Aerodrome is located within the Gippsland Plain bioregion which consists of flat low lying coastal and alluvial plains with gently undulating terrain dominated by former dunes and floodplains and swampy flats. The soils associated with the upper terrain support Lowland Forest vegetation types, and while the dunes are predominantly sandy soils supporting Heathy Woodland and Damp Sands Herb-rich Woodland vegetation types. The fertile floodplains and swamps support Swamp Scrub,



Plate 2: Pink Bindweed (*Convolvulus erubescens*).

Plains Grassy Woodland, Plains Grassy Forest, Plains Grassland and Gippsland Plains Grassy Woodland/Gilgai Wetland Mosaic vegetation types (DEPI, 2014b).

4.2 Ecological Vegetation Classes

DEPI EVC mapping indicated Plains Grassy Woodland (EVC 55) as occurring over a large percentage of the site (see **Figure 3**). Plains Grassy Woodland (PGW) was recorded by Ethos NRM on the site, however there was less extent than indicated on the DEPI mapping and it was present only in a grassland form. PGW has a Bioregional Conservation Status (BCS) of Endangered in the Gippsland Plains bioregion.



Plate 3: Managed grassland area

Bioregional Conservation Status describes how threatened or rare an EVC is within a bioregion, by comparing the current extent of an EVC compared to the predicted extent pre-European settlement (pre-1750).

4.2.1 Plains Grassy Woodland (EVC 55)

The quality of areas of Plains Grassy Woodland (EVC 55), varied across the Aerodrome site and this EVC was recorded in a 'derived grassland form'. The composition of the Plains Grassy Woodland EVC is highly modified. Historical land use and clearing has created the derived grassland. A total of 6 Habitat Zones of remnant Plains Grassy Woodland were identified across the Aerodrome site (see **Figure 4**). Areas of highest quality vegetation were recorded within the 'managed grassland' zones and the poorest quality vegetation was located immediately north of the main runway (see Table 1).

ETHOS NRM

ENVIRONMENTAL, PLANNING & NATURAL RESOURCE MANAGEMENT CONSULTANTS

Map created Mon Oct 14 16:11:23 EST 2013

Department of Environment and Primary Industries




- ROADS**
- Freeway
 - Highway
 - Main Road
 - Secondary Road
 - Local Road
 - M60 (proposed)
 - M60 (dry)
 - Working or Cycle Track
- WATERCOURSES**
- UNNAMED CHANNEL LINES
- APPROVED PARCELS**
- ECOLOGICAL VEGETATION CLASSES**
- 01 Plains Shrub Woodland
 - 02 Plains Shrub Woodland
 - 03 Plains Shrub Woodland (High Woodland)
- AREAS**
- WATERCOURSES
 - Watercourse Area
 - Perennial Watercourse
 - Wetland Area
 - Transition Area
 - BUILT UP AREAS



Disclaimer: This map is a snapshot generated from Victorian Government data. This snapshot may be of assistance to you but the State of Victoria does not guarantee that the publication is without flaw of any kind or a wholly accurate and complete picture of the current state of affairs. All persons accessing this information should make appropriate enquiries to the relevant authority.

Map Scale 1:17,481



Biodiversity Interactive Map A4 Landscape

© The State of Victoria Department of Environment and Primary Industries 2013

Produced on Mon Oct 14 16:11:48 EST 2013

Page 1 of 1



West Sale Aerodrome Vegetation Assessment Overview
Figure 4: Habitat Zones

<ul style="list-style-type: none"> Planted Vegetation Aerodrome Boundary 	PAMA Managed Zones <ul style="list-style-type: none"> 4a 4b 4c 4d 	Remnant Native Vegetation <ul style="list-style-type: none"> Habitat Zone A (25-50% weed cover) Habitat Zone B (25-50% weed cover) Habitat Zone C_1 (<5% weed cover) 	<ul style="list-style-type: none"> Habitat Zone C_2 (5-25% weed cover) Habitat Zone C_3 (25-50% weed cover) Habitat Zone C_4 (50+% weed cover)
--	--	--	--

 0 75 150 300 Metres	 <small>THE PROJECTOR GROUP PO BOX 104, BUNNABERG, NSW 2151 PH: 02 93 11 1111 WWW.PGPROJECTOR.COM.AU</small>
1: 50000 Date: 15/11/2014 CDD: 01 28 Single CDD: 04 01A Zone 05	<small>Not for use or release for any other purpose without the written consent of the project manager. This document is the property of the project manager and is to be used only for the purposes stated. It is to be returned to the project manager when no longer required. It is to be destroyed when no longer required. It is to be kept confidential and not to be distributed to any other person without the written consent of the project manager.</small>

Table 1. Habitat Zones Recorded

Habitat Zone	EVC	Conservation Status	Habitat Score	Total Area	Aerodrome Zone Identifier ¹
A	Plains Grassy Woodland	Endangered	0.27	1.14 ha	3c
B	Plains Grassy Woodland	Endangered	0.22	2.22 ha	3d
C_1	Plains Grassy Woodland	Endangered	0.37	6.2 ha	4c
C_2	Plains Grassy Woodland	Endangered	0.33	15.08 ha	4a, 4c
C_3	Plains Grassy Woodland	Endangered	0.27	23.74 ha	4b
C_4	Plains Grassy Woodland	Endangered	0.25	8.24 ha	4b

A diverse mix of graminoid species was recorded with the dominant species being: Kangaroo Grass (*Themeda triandra*), Bristly Wallaby Grass (*Austrodanthonia setacea*), Common Tussock-grass (*Poa labillardierei*), Supple Spear-grass (*Austrostipa mollis*), Weeping Grass (*Microlaena stipoides*) and the 'rare' Rough-grain Love-grass (*Eragrostis trachycarpa*).

Herbaceous species were generally low in cover with moderate diversity. Commonly recorded herbaceous species included: Milkmaids (*Burchardia umbellata*), Chocolate-lily (*Arthropodium strictum*), Ivy-leaf Violet (*Viola hederacea*), Many-stemmed Bluebell (*Wahlenbergia multicaulis s.l.*), Grassland Wood Sorrel (*Oxalis perennans*), Australian Sheeps Burr (*Acaena ovina*), Creeping Bossiaea (*Bossiaea prostrata*) and Pink Bindweed (*Convolvulus erubescens*).

4.3 Flora Species recorded

Ethos NRM recorded 84 terrestrial flora species during the field surveys, including 49 native and 35 weed species. A list of the flora species recorded by Ethos NRM is included in Table 2. One rare flora species was recorded in the managed grassland zones by Ethos NRM during field surveys, the Rough-grain Love-grass. Initial survey of the site was undertaken in Autumn following by an additional spring to maximise opportunity to record annual herbaceous grassland species.

Previous surveys at the Aerodrome by Paul Kelly & Ken Norris (1999a) recorded 108 flora species of which 52 were indigenous and 56 exotic or weeds. Surveys undertaken by EarthTech in 2006 recorded 49 flora species of which 28 were native and 12 introduced (EarthTech, 2006).

The best quality and highest diversity of native flora species was recorded within the Managed Grassland Zones, particularly Zone 4c which also had a low weed cover. Encroachment of weedy grass species is clearly evident around the perimeter of all the managed zones, however Zone 4d due to its small size is particularly susceptible to invasion and recorded the highest weed cover (25-50%). The most common high threat weed species recorded at the site were: Brown-top Bent-grass (*Agrostis capillaris*), Hair Grass (*Aira spp.*), Toowoomba Canary Grass (*Phalaris aquatic*), Prairie Grass (*Bromus catharticus*), Paspalum (*Paspalum dilatatum*), Blackberry (*Rubus fruticosus spp. agg.*), Tall Fescue (*Festuca arundinacea*) and Rat-tail Grass (*Sporobolus africanus*).

Other vegetation within the Aerodrome and in paddocks immediately adjoining the Aerodrome was assessed by Ethos NRM. Vegetation has been planted around many of the buildings at the Aerodrome and as shelterbelts within adjoining paddocks (see Figure

¹ These numbers refer to the West Sale Aerodrome Overall Development Plan (Appendix 3)

5). This vegetation is not considered remnant native vegetation and would not require an offset if removed.

Table 2. Flora Species Recorded by Ethos NRM during field surveys (2014)

Scientific Name	Common Name	VROT Status	Introduced Species	Infestation Level	High Threat	CALP Listing
<i>Acacia implexa</i>	Lightwood		n			
<i>Acaena ovina</i>	Sheeps Burr		n			
<i>Agrostis avenacea</i>	Common Blow-grass		n			
<i>Agrostis capillaris</i>	Brown-top Bent-grass		y	HIGH	HIGH	
<i>Aira spp.</i>	Hair Grass		y	HIGH	HIGH	
<i>Anthoxanthum odoratum</i>	Sweet Vernal Grass		y	MODERATE	HIGH	
<i>Arthropodium milleflorum</i>	Pale Vanilla Lily		n			
<i>Arthropodium strictum</i>	Chocolate Lily		n			
<i>Asperula conferta</i>	Common Woodruff		n			
<i>Atriplex semibaccata</i>	Berry Saltbush		n			
<i>Austrodanthonia tenuior</i>	Purplish Wallaby-grass		n			
<i>Austrostipa mollis</i>	Supple Spear Grass		n			
<i>Austrostipa rudis</i> ssp. <i>Rudis</i>	Veined Spear-grass		n			
<i>Boottia prostrata</i>	Creeping Bossiaea		n			
<i>Briza maxima</i>	Large Quaking-grass		y	LOW	LOW	
<i>Briza minor</i>	Lesser Quaking-grass		y	LOW	LOW	
<i>Bromus catharticus</i>	Prairie Grass		y	MODERATE	HIGH	
<i>Bubine Bulbosa</i>	Bubine Lily		n			
<i>Burchardia umbellata</i>	Milkmaids		n			
<i>Centaureum erythraea</i>	Common Century		y	LOW	LOW	
<i>Chloris truncata</i>	Windmill Grass		n			
<i>Cirsium vulgare</i>	Spear Thistle		y	LOW	HIGH	C
<i>Convolvulus erubescens</i>	Pink Bindweed		n			
<i>Conyza primulifolia</i>	Rough Conyza		y	LOW	HIGH	
<i>Conyza spp.</i>	Flabane		y	LOW	HIGH	
<i>Cynodon dactylon</i> var. <i>dactylon</i>	Couch		y	MODERATE	HIGH	
<i>Dactylis glomerata</i>	Cocksfoot		y	LOW	MODERATE	
<i>Dianella brevicaulis</i>	Small-flower Flax-lily		n			
<i>Dianella revoluta</i>	Black-anther Flax-lily		n			
<i>Dichondra repens</i>	Kidney weed		n			
<i>Drosera</i> sp.	Sundew		n			
<i>Eragrostis trachycarpa</i>	Rough-grain Love-grass	r, D	n			
<i>Elymus scabra</i>	Common Wheat-grass		n			
<i>Festuca arundinacea</i>	Tall Fescue		y	MODERATE	HIGH	
<i>Gahnia radula</i>	Thatch Saw-sedge		n			
<i>Galium</i> spp.	Bedstraw		n			
<i>Gladolus</i> sp.	Gladolus		y	LOW	HIGH	
<i>Gonocarpus tetragynus</i>	Common Raspwort		n			

Scientific Name	Common Name	VROT Status	Introduced Species	Infestation Level	High Threat	CALP Listing
<i>Hemarthra uncinata</i> var. <i>uncinata</i>	Mat Grass		n			
<i>Holcus lanatus</i>	Yorkshire Fog Grass		y	LOW	HIGH	
<i>Hypericum gramineum</i>	Small St Johns Wort		n			
<i>Hypericum perforatum</i>	St Johns Wort		y	LOW	HIGH	C
<i>Hypochoeris radicata</i>	Flatweed		y	LOW	MODERATE	
<i>Hypochoeris radicata</i>	Cat's Ear		y	LOW	MODERATE	
<i>Hypoxis hygrometrica</i>	Golden Weather-glass		n			
<i>Imperata cylindrica</i>	Blady Grass		n			
<i>Juncus</i> spp.	Rush		n			
<i>Kunzea ericoides</i>	Burran		n			
<i>Lomandra filiformis</i>	Wattle Mat-rush		n			
<i>Lycium ferocissimum</i>	African Box Thorn		y	LOW	HIGH	C
<i>Lysimachia arvensis</i>	Pimpernel		y	LOW	LOW	
<i>Microlaena stipoides</i>	Weeping Grass		n			
<i>Microtis unifolia</i>	Common Onion-orchid		n			
<i>Oxalis perennans</i>	Grassland Wood-sorrel		n			
<i>Paspalum dilatatum</i>	Paspalum		y	MODERATE	HIGH	
<i>Pennisetum clandestinum</i>	Kikuyu		y	LOW	HIGH	
<i>Phalaris aquatica</i>	Toowoomba Canary Grass		y	HIGH	HIGH	
<i>Plantago coronopus</i>	Buck's-horn Plantain		y	LOW	MODERATE	
<i>Plantago lanceolata</i>	Ribwort		y	LOW	MODERATE	
<i>Poa labillardierei</i>	Common Tussock-grass		n			
<i>Poa morrisii</i>	Soft Tussock-grass		n			
<i>Poa sieberiana</i> var. <i>sieberiana</i>	Grey Tussock-grass		n			
<i>Poa</i> sp.	Tussock-grass		n			
<i>Pultenaea pedunculata</i>	Matted Bush-pea		n			
<i>Romulea rosea</i>	Onion Weed		y	LOW	MODERATE	
<i>Rubus fruticosus</i> spp. Agg.	Blackberry		y	MODERATE	HIGH	C
<i>Rumex acetosella</i> spp. Agg.	Sheep Sorrel		y	LOW	LOW	
<i>Rumex dumosus</i>	Dock		y	LOW	HIGH	
<i>Rytidosperma racemosum</i> var. <i>racemosum</i>	Slender Wallaby-grass		n			
<i>Rytidosperma setaceum</i>	Bristly Wallaby-grass		n			
<i>Schoenus apogon</i>	Common Bog-sedge		n			
<i>Senecio quadridentatus</i>	Cotton Fireweed		n			
<i>Solanum nigrum</i>	Blackberry Nightshade		y	LOW	HIGH	
<i>Sonchus oleraceus</i>	Sow Thistle		y	LOW	HIGH	
<i>Sporobolus indicus</i> var. <i>africanus</i>	Rat-tail Grass		y	MODERATE	HIGH	
<i>Thelymbra pauciflora</i>	Slender Sun-orchid		n			
<i>Themeda triandra</i>	Kangaroo Grass		n			
<i>Tricoryne elatior</i>	Yellow Rush-lily		n			
<i>Trifolium arvense</i>	Hare's Foot Clover		y	LOW	LOW	

Scientific Name	Common Name	VROT Status	Introduced Species	Infestation Level	High Threat	CALP Listing
<i>Trifolium repens</i> var. <i>repens</i>	White Clover		y	LOW	LOW	
<i>Viola cleistogamoides</i>	Hidden Violet		n			
<i>Viola hederacea</i>	Ivy-leaf Violet		n			
<i>Vulpia bromoides</i>	Squirrel-tail Fescue		y	LOW	MODERATE	
<i>Wahlenbergia multicaulis</i> s.f.	Many-stemmed Bluebell		n			

VROT –Victorian Advisory List of Rare and Threatened Flora (DSE, 2005) r = rare, D = removed from FFG List, C = Regionally Controlled under CALP Act
n = no, y = yes
bold text = introduced or weed species

4.4 Rare and Threatened Flora and Vegetation Communities

Records of the known and likely presence of Rare and/or Threatened flora within 5km of the site have been sourced from; previous ecological surveys at the site, the Victorian Biodiversity Atlas (VBA, 2014) and the online EPBC Protected Matters Search Tool.

4.4.1 Environment Protection and Biodiversity Conservation Act 1999

An online EPBC Protected Matters Search was undertaken and the results identified the following Matters of National Environmental Significance as potentially occurring within a 5km radius of the centre of the West Sale Aerodrome.

Results of the EPBC Protected Matters Search included (refer to Table 3):

- 1 Wetland of International Importance (RAMSAR – Gippsland Lakes within 10km);
- 2 listed Ecological Communities - Gippsland Red Gum (*Eucalyptus tereticornis* subsp. *mediana*) Grassy Woodland and Associated Native Grassland and Seasonal Herbaceous Wetlands (Freshwater) of the Temperate Lowland Plains.
- 14 Threatened species
- 13 listed Migratory species

Table 3. EPBC Protected Matters Online Search Tool results

SCIENTIFIC NAME	COMMON NAME	EPBC STATUS	TYPE OF PRESENCE
BIRDS			
<i>Anthochaera Phrygia</i>	Regent Honeyeater	Endangered	Foraging, feeding or related behaviour likely to occur within area
<i>Botaurus poiciloptilus</i>	Australasian Bittern	Endangered	Species or species habitat known to occur within area
<i>Lathamus discolor</i>	Swift Parrot	Endangered	Species or species habitat likely to occur within area
<i>Lepoa ocellata</i>	Mallee Fowl	Vulnerable	Species or species habitat likely to occur within area
<i>Rostratula australis</i>	Australian Painted Snipe	Vulnerable	Species or species habitat likely to occur within area
<i>Sterna nereis nereis</i>	Australian Fairy Tern	Vulnerable	Species or species habitat likely to occur within area
FISH			
<i>Prototroctes maraena</i>	Australian Grayling	Vulnerable	Species or species habitat known to occur within area
<i>Galaxiella pusilla</i>	Eastern Dwarf Galaxias, Dwarf Galaxias	Vulnerable	Species or species habitat likely to occur within area
FROGS			
<i>Litoria raniformis</i>	Growing Grass Frog, Southern Bell Frog	Vulnerable	Species or species habitat likely to occur within area

ETHOS NRM

ENVIRONMENTAL, PLANNING & NATURAL RESOURCE MANAGEMENT CONSULTANTS

SCIENTIFIC NAME	COMMON NAME	EPBC STATUS	TYPE OF PRESENCE
MAMMALS			
<i>Dasyurus maculatus maculatus</i>	Spot-tailed Quoll, Tiger Quoll (SE mainland population)	Endangered	Species or species habitat may occur within area
<i>Potorous tridactylus tridactylus</i>	Long-nosed Potoroo (SE mainland)	Vulnerable	Species or species habitat may occur within area
<i>Pseudomys novaehollandiae</i>	New Holland Mouse	Vulnerable	Species or species habitat likely to occur within area
<i>Pteropus polocephalus</i>	Grey-headed Flying-fox	Vulnerable	Foraging, feeding or related behaviour known to occur within area
PLANTS			
<i>Prasophyllum correctum</i>	Gaping Leek-orchid	Endangered	Species or species habitat likely to occur within area

No EPBC listed flora or fauna species were recorded by Ethos NRM on site. Previous surveys by in 1999 recorded Latham's Snipe (*Gallinago hardwickii*) which is a listed migratory bird species under the EPBC Act. The habitat at the Aerodrome is considered insignificant and the use of the site by this species to be low and highly seasonal (Kelly, P. & Norris, K., 1999).

Ethos NRM recorded one matter of National Environmental Significance at the West Sale Aerodrome; the **Gippsland Red Gum (*Eucalyptus tereticornis subsp. mediana*) Grassy Woodland and Associated Native Grassland** ecological community, which is listed as critically endangered under the EPBC Act 1999. This ecological community occurs in two forms, the grassland and woodland form. The grassy woodland form is present at the West Sale Aerodrome and is devoid of a canopy layer. Due to long-term management history, the woodland and grassland forms now show a degree of divergence in their floristic composition (DEWHA, 2010).

To meet the EPBC threshold for listing, the Grassland form must be a minimum of 0.04 ha and have 50% or more of the perennial ground layer vegetation cover comprises native species and have 7 or more species of native plants present, excluding trees and tall shrubs (over 5 metres). The patch size and perennial ground layer vegetation cover are features that can be assessed all year round. The EPBC Policy Statement directs that unless exceptional circumstances apply, native plant species diversity must be assessed during spring (September to November) and after the site has not been disturbed (e.g. by fire, overgrazing, mowing) for at least two months prior to the springtime of sampling (DEWHA, 2010). This approach is recommended because many plant species in the ground layer only appear above ground and flower during spring, or are sensitive to disturbance. The West Sale Aerodrome is noted as a good example of this ecological community within the EPBC Policy Statement (DEWHA, 2010).

Ethos NRM surveyed the site during spring to determine whether grassland areas would meet EPBC condition thresholds. A number of areas (Habitat Zones A, B and C) were assessed by Ethos NRM as meeting EPBC condition thresholds for protection of this ecological community, due to the size of the zone and number of native species recorded (refer to Figure 5). Several other areas which were large enough in size and diversity of native species, however had very high weed cover (greater than 50%) and did not meet EPBC condition thresholds.

ETHOS NRM

ENVIRONMENTAL, PLANNING & NATURAL RESOURCE MANAGEMENT CONSULTANTS

4.4.2 Flora and Fauna Guarantee Act 1988

Two FFG listed flora species (Metallic Sun-orchid, Lanky Buttons) have been recorded within 5km of the Aerodrome, see Table 4, however these species were not recorded on site during field surveys by Ethos NRM nor have they been previously recorded during other ecological surveys.

One floristic community listed under the FFG Act occurs at this site; *Central Gippsland Plains Grassland* and the West Sale Aerodrome are referred to within the FFG Action Statement as an important site for this community. The Central Gippsland Plains Grassland is described as an open to closed tussock grasslands, mostly dominated by Kangaroo Grass. Between the dense grass tussocks a variety of perennial herbs, including rice-flowers, daisies, lilies, sedges and orchids also occur (DSE, 2003).

4.4.3 DEPI Rare and Threatened Species

One rare (Rough-grain Love-grass), and two endangered (Lanky Buttons and Metallic Sun-orchid) flora species listed on DEPI's *Advisory List of Rare or Threatened Plants in Victoria* (DSE, 2005) have been previously recorded on the Victorian Biodiversity Atlas (VBA, 2014) within 5km of the Aerodrome. The Metallic Sun-orchid is also listed as Endangered under the EPBC Act 1999. Rough-grain Love-grass was recorded by Ethos NRM at the site, with the larger populations of this species observed within the managed grassland zones.

Four vulnerable (White-bellied Sea-eagle, Flinders Pygmy Perch, Eastern Great Egret and White-throated Needle-tail) and six near threatened fauna species have been recorded within 5km of the Aerodrome (see Table 4 below).

Table 4. DEPI Threatened Flora and Fauna records (VBA database)

SCIENTIFIC NAME	COMMON NAME	CONSERVATION STATUS			No. records
		FFG	Vic. Adv.	EPBC	
Fauna					
<i>Alcedo azurea</i>	Azure Kingfisher		nt		2
<i>Gallinago hardwickii</i>	Latham's Snipe		nt		1
<i>Haliaeetus leucogaster</i>	White-bellied Sea-Eagle	L	vu		1
<i>Nannoperca sp. 1</i>	Flinders Pygmy Perch		vu		2
<i>Ardea modesta</i>	Eastern Great Egret	L	vu		8
<i>Platalea regia</i>	Royal Spoonbill		nt		2
<i>Hirundapus caudacutus</i>	White-throated Needletail		vu		4
<i>Plegadis falcinellus</i>	Glossy Ibis		nt		1
<i>Nycticorax caledonicus hillii</i>	Nankeen Night Heron		nt		1
<i>Stagonopoleura guttata</i>	Diamond Firetail	L	nt		1
Flora					
<i>Leptorhynchus elongatus</i>	Lanky Buttons		en		1
<i>Thelymitra eppactoides</i>	Metallic Sun-orchid	L	en	EN	1
<i>Eragrostis trachycarpa</i>	Rough-grain Love-grass	D	r		1

L = listed as threatened under the FFG Act 1988, D = listed as threatened under the FFG Act 1988, vu = vulnerable in Victoria, en = endangered in Victoria, r = rare in Victoria, nt = near threatened (DSE, 2005), EN = endangered nationally (listed under EPBC Act).

ETHOS NRM

ENVIRONMENTAL, PLANNING & NATURAL RESOURCE MANAGEMENT CONSULTANTS

5 THREATS

A number of threats have been identified to native grassland including; soil disturbance, weeds, browsing, slashing and fire regimes.

5.1 Soil disturbance

Drainage works were observed within the Aerodrome site which have removed vegetation cover and disturbed the soil creating an ideal site and corridor for the invasion of opportunistic weed species. High threat weeds such as Brown-top Bent-grass, Toowoomba Canary Grass, Hair Grass and Blackberry were observed to occupy many of these sites of soil disturbance. Where disturbance associated with these activities have dissected native grassland areas, (Zone 4a and 4c) a visible line of weed invasion was clearly evident during field survey. Changes to the drainage on the site can also be detrimental to grassland areas, where alteration of hydrology and natural surfaces and localised saturation of sites occurs. Weeds which previously had to compete with dense robust native species growing along the natural edge of the community, now have their competitor removed allowing for easier establishment and spread.

5.2 Weeds

Weed species have the potential to significantly impact on the significant native grasslands found in the Aerodrome site. Ethos NRM recorded 35 introduced or weed species at the Aerodrome site (see Figure 3), of which the following species are considered 'high threat' for the native grassland areas:

- Blackberry
- Brown-top Bent-grass
- Toowoomba Canary Grass
- Paspalum
- Rat-tail Fescue
- Rough Conyza
- Couch Grass
- African Boxthorn
- Gladiolus

All of the weeds recorded have a different potential for spread dependent on the nature of weeds in that group, and the vegetation type and condition in which the population is located.

Weed species typically produce large numbers of seeds, assisting their spread, and given suitable environmental conditions can rapidly invade disturbed sites. Seed may spread into both undisturbed and



Plate 4: Blackberry within managed grassland zone



Plate 6: Brown-top Bent-grass



Plate 6: Gladiolus

ETHOS NRM

ENVIRONMENTAL, PLANNING & NATURAL RESOURCE MANAGEMENT CONSULTANTS

disturbed environments, via wind, waterways, people, vehicles, machinery, birds and other animals.

A number of potential pathways exist for the transport of weeds species within the Aerodrome site including; machinery or equipment, slashers or mowers, vehicles, aircraft, personnel (shoes or clothing), adjoining pasture land and animals (hare, foxes or rabbits). The nature of the movement of traffic and personnel within the Aerodrome means there is potential for new weed introductions along runways, roadsides, in areas of disturbance and adjoining pasture areas.

5.3 Browsing

Browsing of the site by European Rabbits (*Oryctolagus cuniculus*) and/or Hares (*Lepus europaeus*) has the potential to limit the recruitment and condition of native vegetation within the site. Grassland species are subject to browsing pressure, and ground disturbance caused by burrowing and browsing activity, which is also a contributing factor in the spread of weeds. Rabbit and/or hares were recorded at the site and there is potential for populations to find harbour within woody weed species thickets (e.g. Blackberry or Boxthorn bushes).

5.4 Mowing or Slashing

Mowing or slashing of areas (adjoining the sealed runway and the grass runways) at the Aerodrome is undertaken to ensure the site meets aviation safety standards. Areas which are currently mown recorded a higher weed cover and few native grasses or herbaceous species, by Ethos NRM during field survey. It is likely that the regime of ongoing slashing and soil compaction has benefited the introduced grasses such as Couch, Rat-tail Fescue, Toowoomba Canary-grass and Paspalum.

5.5 Fragmentation

When areas of vegetation are isolated, or their natural boundaries are disturbed, unnatural edges are created. The effects of these edges may impact on the composition, distribution and health of species within that vegetation community, particularly around the outer perimeter of the existing areas of remnant vegetation. These modified edges now represent an entry point for changed levels of exposure to dust, solar radiation, wind, water, weeds and sediment, relative to those experienced prior to the disturbance.

Areas of vegetation are highly fragmented at the Aerodrome site, broken up by runways, access tracks or taxiways, drainage works and buildings. The largest in-tact areas are within the managed grassland zones of 4a, 4b, 4c and 4d. Zone 4d is the smallest of these managed zones and illustrates the high vulnerability of small areas to weed infestation. The dissection of the managed zones with a mown runway has also created an edge effect, where the outside 5-10m of edge along these managed grassland zones has higher weed cover than the centre core. The smaller the site and narrower the edge buffer, the more susceptible the patch is to invasion by weeds.



Plate 7: Weed infestation along edge of managed grassland

ETHOS NRM

ENVIRONMENTAL, PLANNING & NATURAL RESOURCE MANAGEMENT CONSULTANTS

5.6 Burn Frequency

The FFG Action Statement for the native grasslands identifies a lack of burning as a threat to this grassland community. Routine burning was previously carried out by Aboriginal land managers. Burning is important to manage biomass accumulation and control cover of dominant graminoid species such as Kangaroo Grass that will outcompete and smother other native species leading to an overall decline in the diversity and quality of the community. Current recommendations for the Aerodrome site are to burn the native grassland areas every four years (PAMA, 2003). This is consistent with most literature which suggests that the ideal interval between burning is 4-5 years and a longer interval will quickly lead to losses in biodiversity values (Wong & Morgan, 2007). It is important to recognise that regularly burnt grasslands tend not to burn uniformly and will burn in a mosaic pattern which is advantageous to promoting greater diversity of flora and fauna (Wong & Morgan, 2007).

6 CURRENT VEGETATION MANAGEMENT OBLIGATIONS

6.1 Obligations under the PAMA agreement

The Wellington Shire has current obligations to manage remnant grassland areas at the West Sale Aerodrome under a Public Authority Management Agreement (PAMA) agreement as discussed in Section 3.2. Four zones totalling 27 hectares are identified for active management within the PAMA agreement:

- Zone 4a = 11.9 ha
- Zone 4b = 6.1 ha
- Zone 4c = 8 ha
- Zone 4d = 1 ha

A number of management actions, as detailed in the PAMA are required to be undertaken by the Wellington Shire within these managed grassland zones including:

- Development of a 5 year works program (burning, weed and pest animal control)
- Ecological burning every 4 years in Autumn
- Weed control – knapsack spraying
- No grazing
- Vehicle access kept to minimum
- No new roads or track should be constructed within the managed zones
- Maintain boundary fencing
- No drainage or earthworks to impact on managed grassland areas
- Maintain records of management actions
- Develop a monitoring program for the site, particularly for rare or threatened plant species
- Develop a plan to re-establish grassland within Zone 5 = 18.5 ha
- Review the plan every 5 years with DEPI

Refer to **Appendix 3** for zone locations.

ETHOS NRM

ENVIRONMENTAL, PLANNING & NATURAL RESOURCE MANAGEMENT CONSULTANTS

Page 29

6.2 Obligations to manage weeds under the CALP Act

The *Catchment and Land Protection Act 1994* contains provisions relating to catchment planning, land management, noxious weeds and pest animals.

A large diversity of weed species have been recorded at the Aerodrome (refer to Table 2). The following recorded species are listed as Regionally Controlled Weeds under the *CALP Act 1994*:

- Blackberry (*Rubus fruticosus aggregate*)
- Spear Thistle (*Cirsium vulgare*)
- St Johns Wort (*Hypericum perforatum*)
- Box Thorn (*Lycium ferocissimum*)

The following feral animal observations were recorded during field surveys at the Aerodrome:

- Rabbits & Hares – evidence of rabbits/hares were present across the entire property
- Foxes – fox scats were observed across different areas of the property.

Rabbits are required to be controlled by land managers / owners under the *CALP Act 1994*. Under the *CALP Act 1994* landowners must take all reasonable steps to prevent the growth and spread of regionally controlled weeds and prevent the spread of and (as far as possible) eradicate established pest animals.

6.3 West Sale Aerodrome Current Offset Obligations

Current vegetation offset obligations have been identified at the West Sale Aerodrome which were a condition of a planning permit issued by the Wellington Shire Council, to themselves, in 2007 which allowed the subdivision of 2 lots and removal of native vegetation in accordance with certain approved conditions. Conditions 6-8 of the Planning Permit require native vegetation offsets to be managed in accordance with the Habitat Hectares and Net Gain Assessment by EarthTech (2006) and the Public Authority Management Agreement (PAMA, 2003). Management of the offset was required to include actions such as pest plant and animal control, grazing exclusion and fire regime establishment within Zones 4A-D and grassland re-establishment within Zone 5. In addition, the offset was required to be registered on the property title/s.

Wellington Shire Council is responsible for management of the Aerodrome and therefore the 'offset site' and are obligated to meet the conditions of the planning permit under the *Planning and Environment Act 1987*.

Wellington Shire Council engaged Indigenous Design to prepare two reports as part of meeting offset requirement for the planning permit; a Draft Vegetation Management Program for Existing Grassland Management Zones at the West Sale Aerodrome (ID, 2007a) and the Grassland Re-establishment Program (ID, 2007b). These two reports detail 10 year Management Actions to meet the offset obligations for the permitted vegetation removal.

- Management Action Timetable
- 10 year Management Actions
- Weed Control Timetable and Method
- Grassland Re-establishment Trial Areas, Methods and Timing

ETHOS NRM

ENVIRONMENTAL, PLANNING & NATURAL RESOURCE MANAGEMENT CONSULTANTS

Implementation of the actions within the reports does not appear to have occurred. No documentation at the Aerodrome on management of the grassland areas has been undertaken. The current and ongoing management actions undertaken at the Aerodrome include weed control and ecological burning, however record-keeping has not been consistently maintained nor have the actions been undertaken in accordance with the objective of meeting necessary gains in biodiversity associated with meeting offset obligations.

The Planning Permit condition by referring to the EarthTech report has inadvertently specified an offset greater than what was required. The total net gain target for the removal of 1.67 hectares of native grassland is 0.9 Habitat Hectares. EarthTech quantified offsets available within 2 main areas at the Aerodrome, the managed grasslands and the grassland re-establishment zone (paddock) which equated to 3.48 Habitat Hectares.

Ethos NRM have reviewed the current potential offset gain scoring for the West Sale Aerodrome site and recalculated the available gains which can be achieved in the managed grassland zones (4a, 4b, 4c and 4d). The gains have been calculated in accordance with the Victorian Native Vegetation Management Framework and the Native Vegetation Gain Scoring Manual (DEPI, Version 1, 2013c). No maintenance, prior management or security gains have been calculated due to the existing PAMA Agreement which requires ongoing conservation management of these areas. A total gain of 1.63 Habitat Hectares is available within the managed grassland zones area of 29.52 hectares (see Table 5).

The offset requirement of 0.9 Habitat Hectares can be achieved within the managed grassland zones, but requires more than one zone and could comprise of the following combinations:

- Zone 4a and 4b (1.10 HHa) or
- Zone 4a and 4c (1.18 HHa) or
- Zone 4b and 4c and 4d (0.91 HHa)

Table 5. Quantification of Potential Offsets within Managed Zones

Habitat Zone			HZ 4a (23)			HZ 4b (24 & 20)			HZ 4c (21)			HZ 4d (22)		
EVC Number			55			55			55			55		
EVC name (Initials)			PGW			PGW			PGW			PGW		
Current habitat score of zone		0.##	0.33			0.33			0.33			0.33		
		Possible Score	Current Score	Maintenance	Improvement	Current Score	Maintenance	Improvement	Current Score	Maintenance	Improvement	Current Score	Maintenance	Improvement
Site Condition	Large Old Trees	10	0	n/a	0	0	n/a	0	0	n/a	0	0	n/a	0
	Canopy Cover	5	0	0	0	0	0	0	0	0	0	0	0	0
	Understorey	25	15	0	2.5	15	0	2.5	15	0	2.5	15	0	2.5
	Lack of Weeds	15	7	n/a	2	7	n/a	2	7	n/a	2	7	n/a	2
	Recruitment	10	0	0	0	0	0	0	0	0	0	0	0	0
	Organic Matter	5	3	0	1	3	0	1	3	0	1	3	0	1
	Logs	5	0	0	0	0	0	0	0	0	0	0	0	0
Maintenance & improvement totals		##		0	5.5		0	5.5		0	5.5		0	5.5
Total site condition gain		###		5.5				5.5				5.5		
Prior Management Gain		##		<i>Not available due to PAMA Agreement</i>										
Improved Security Gain		##		<i>Not available due to PAMA Agreement</i>										
Total habitat gain points out of 100		###		5.5				5.5				5.5		
Rate of gain per hectare - HHA/ha		0.##		0.055				0.055				0.055		
Area of the offset zone (ha)		##		13.005				6.952				8.31		
Gain available (in HHA)				0.72				0.38				0.46		

In order to achieve the offset gains in biodiversity, the following conservation management actions are required to be undertaken over a 10 year period to improve the condition of the grassland zones and then maintain condition in perpetuity:

- Ensure that weed cover does not increase beyond the current level and control all herbaceous weeds.
 - Ensure that weed cover does not increase beyond current levels. Weeds listed in Table 2 were found on site and are considered to be a high threat. These weeds should be monitored each year to ensure their cover is not increasing. Increasing cover of these weeds should be controlled and plants treated before they have flowered and set seed, being mindful not to disturb indigenous plants.
- Elimination of all woody and *CaLP Act* listed weeds
 - Blackberry, Box Thorn St Johns Wort and Spear Thistle were recorded on site and are Regionally Controlled Weeds under the *Catchment and Land Protection Act 1994 (CaLP Act)*. These weeds are required to be eliminated (to less than 1% cover) by either spraying or handpulling. Treat weeds before the plant has flowered and set seed. Indigenous plants should be protected and disturbance minimised during treatment.
- Monitor for any new and emerging weeds and eliminate to <1% cover
 - Monitoring for new and emerging weeds should be conducted throughout the year for the term of the agreement, and any new and emerging woody weeds eliminated.
- Undertake periodic biomass management at agreed timing/frequency
- Eliminate all Gain Scoring Target Weeds to <1% cover
 - Kikuyu (only Gain Scoring Target Weed recorded on-site)
- Control rabbits, foxes and hares
 - The *Catchment and Land Protection Act 1994* lists rabbits and foxes as established pest animals and requires that all landowners take reasonable steps to prevent the spread of, and as far as possible eradicate, established pest animals on their land.

6.3.1 Offset Management Program

Indigenous Design prepared a Vegetation Management Program (ID, 2007a) for management and improvement of existing grassland zones at the West Sale Aerodrome to meet offset obligations for removal of native vegetation at the Aerodrome in 2006. The actions identified in the Vegetation Management Program have not been implemented by the Wellington Shire Council.

Ethos NRM have reviewed the Vegetation Management Program and the proposed management actions and determined that the overall actions and timing within the report is largely suitable to meet the current offset obligations at the Aerodrome; however there are updates required to weed species and distribution. The Vegetation Management Program has three Appendices which identify the timing, actions and location of weeds within the grassland zones which can be used by the Wellington Shire to meet offset obligations and include:

- Appendix 1 – Management Action Timing Timetable 2008 – 2010

ETHOS NRM

ENVIRONMENTAL, PLANNING & NATURAL RESOURCE MANAGEMENT CONSULTANTS

- Appendix 2 – Overview of Ten Year Management Actions
- Appendix 3 – Weed Control Timetable Methods (requires additional work to update list of target weeds for control works)

A number of high threat weeds, which are not mapped by Indigenous Design or within the Weed Control Timetable, are also required to be controlled to meet offset obligations. These weeds are listed in Table 2 of this report. Further work is required to map the location and density of current weed infestation within the managed zones, as the mapping undertaken by Indigenous Design is now 7 years old and Ethos NRM have noticed changes to the distribution, density and species present within the managed zones since the preparation of the Vegetation Management Program.

6.3.2 Other Options to Meet Offset Obligation

Wellington Shire Council has two options to meet their existing offset requirements for permitted native vegetation removal, as a prospective *permit holder*:

- First Party – manage native vegetation offset site/s on land owned by Wellington Shire Council, or
- Third Party – purchase credits from the Bushbroker offset market.

As previously mentioned there is potential for Wellington Shire Council to locate their existing offset obligation on the remnant grassland areas (Zone 4a-d) at the West Sale Aerodrome. Wellington Shire Council also owns other private land which may be suitable to meet this offset obligation. The site would need to meet the required 'like-for-like' criteria of the Victorian Native Vegetation Framework 2002, which is the legislation it was assessed under at the time of removal. The offset site would need to meet the following:

- 0.9 HHa of Very High Conservation Significance of the same vegetation / habitat type
- be in the Gippsland Plains bioregion
- meet at least 90% of the quality or achieve a Habitat Score of 27/100 or higher
- provide a similar or more effective ecological and land protection function.

Alternatively Wellington Shire Council could purchase the necessary 'offset credits' which are currently sold via an Accredited Brokering Organisation (e.g. Bushbroker, Trust for Nature, Ethos NRM and other organisations). The alternative option of purchase of 'offset credits' may be the more appropriate one, if WSC seek to undertake further aerodrome development within the existing designated offset areas.

7 FUTURE AERODROME USE

Wellington Shire Council has identified the West Sale Aerodrome as a suitable location for future development, which could include the provision of additional aviation facilities. However the presence of significant native grasslands on the site may be a potential constraint, if areas of development are likely to impact on them.

Areas of native vegetation on the site have been identified as meeting significant State and Commonwealth listed grassland communities. Removal of native vegetation in Victoria, unless exempt under certain planning provisions, is required to be assessed within the Biodiversity Assessment Guidelines (DEPI, 2013a).

Additionally, due to the presence of the EBPC listed *Gippsland Red Gum (Eucalyptus tereticornis subsp. mediana) Grassy Woodland and Associated Native Grassland* ecological community, assessment of any impacts to Matters of National Environmental Significance under the EPBC Act is required. Referral of a project to the Commonwealth is required if there is potential for a significant impact on a Matter of National Environmental Significance.

7.1 Approval Requirements for Removal of Native Vegetation

Approval to remove native vegetation may be required for the following pieces of legislation/policy:

- Planning Permit (Biodiversity Assessment Guidelines)
- Flora and Fauna Guarantee Act 1988 (due to PAMA Agreement)
- PAMA Agreement
- EPBC Act (if there is a significant impact to a MNES)

Where removal of native vegetation is permitted under the *Guidelines* or the EPBC Act, an offset is generally required. The EPBC Act Environmental Offsets Policy requires that where a significant impact occurs, an offset to compensate for that impact is required.

8 VEGETATION REMOVAL

8.1 Victoria's native vegetation permitted clearing regulations

Current State Policy for vegetation removal requires that the impacts on biodiversity from proposals to remove native vegetation are assessed according to the *Guidelines* (DEPI, 2013a), within the relevant risk-based pathway. The risk-based approach comprises of two main factors; extent risk and location risk. These factors determine the pathway an application is assessed through. Extent risk relates to the amount of vegetation proposed to be removed. Location risk is based on DEPI modelling which maps the strategic landscape value of a site.

The risk-based pathway is determined by combining the extent risk and location risk of proposed native vegetation removal. Three risk-based pathways for applications for a permit to remove native vegetation exist; **low, moderate and high risk**. These pathways dictate the detail of information, including whether detailed on-site vegetation condition assessment (Habitat Hectares), which is required to be provided with an application, and the decision guidelines for assessment of that application (DEPI, 2013a).

8.1.1 Identification of the Risk-based Pathway and Application Requirements

Preliminary examination of the online DEPI *Native Vegetation Information Management (NVIM) Tool Location Risk Map* indicated that the entire site to be within **Location C**. When combining the Location Risk C with the areas of proposed vegetation removal, the application is required to follow either the **Moderate or HIGH risk pathway** (depending on the amount of vegetation removal proposed), as defined in *Table 3* in the *Guidelines*.

ETHOS NRM

ENVIRONMENTAL, PLANNING & NATURAL RESOURCE MANAGEMENT CONSULTANTS

A High-risk pathway was determined by the DEPI 'Biodiversity impact and offset requirements report' which is provided in **Appendix 1**. Habitat Hectare sheets are provided in **Appendix 2**.

The risk-based pathway is likely to be **HIGH** for any future vegetation removal within Aerodrome site, depending on the exact location and extent of vegetation removal proposed.

The requirements for applications under the moderate and high risk pathway are detailed in the DEPI document entitled *Meeting the moderate and high risk-based pathway applications requirements* (DEPI, 2013b) and include:

- A habitat hectares assessment and mapping of vegetation extent and condition using GIS,
- A statement of how impacts on biodiversity from the removal of native vegetation have been minimised,
- The Habitat Importance scores of the native vegetation to be removed,
- An offset strategy that details how a compliant offset will be secured.

8.2 Calculation of Potential Native Vegetation Loss

To assess vegetation loss within the *Guidelines*, a site must meet the definition of either a remnant patch or scattered trees. A remnant patch is an area of vegetation with or without trees where at least 25% of the understorey vegetation is native, or where a group of three or more trees have a canopy cover of at least 20% (DEPI, 2013a).

Patches of native vegetation were present within the Aerodrome Sites where Habitat Hectares Assessment has been undertaken.

Calculation of the quality of the vegetation proposed for removal has been determined by Habitat Hectare Assessment, which provides a Habitat Score. The Habitat Score is then multiplied by the area of vegetation removal to provide a Habitat Hectare Score (HHa).

8.2.1 Habitat Hectares

In order to calculate the likely offset requirements for the removal of vegetation the Habitat Score is multiplied by the area of vegetation to be removed, to give the Habitat Hectare Score.

At the West Sale Aerodrome, six different Habitat Zones have been assessed, mapped and Habitat Scores calculated (see **Appendix 2**). Spatial data summarising the extent and condition of potential vegetation was provided to DEPI for confirmation of the risk-based pathway and determination of the likely offset requirements at the West Sale Aerodrome. The DEPI *Biodiversity impacts and offset requirements report* is attached as **Appendix 1**. This report provides an overview of the likely offset requirements for vegetation removal within the different Habitat Zones at the Aerodrome.

Final offset requirements will need to be recalculated and based on actual footprints of vegetation removal associated with any future aerodrome development proposals.

8.3 Potential Future Offset Obligations

Ethos NRM has investigated the potential offset requirements for removal of native vegetation at the Aerodrome. Actual footprints of impact have not been provided to Ethos NRM as part of this project, hence the loss and offset requirements are speculative of what may be necessary should vegetation removal be required and also permitted. Further assessment of vegetation removal areas specific to any development proposal

and provision of a specific Biodiversity Impact and Offset Report from DEPI is likely to be required.

Following vegetation assessment and calculation of the Habitat Score of vegetation on-site, all areas of native vegetation were mapped and a GIS layer provided to DEPI for production of a Biodiversity Impact and Offset Report. The mapped vegetation is assessed against DEPI models to determine the type, quantity and attributes of the offset required.

Offsets under the *Guidelines* comprise of;

- specific biodiversity equivalence units *and/or*
- general biodiversity equivalence units.

The determination of offsets relies on a purpose-built *Native Vegetation Information Management Tool* developed by DEPI. All vegetation loss data for moderate and high risk-based pathway applications are processed by DEPI to provide the offset calculations under the *Guidelines*, in the form of a *Biodiversity impact and offset requirements report*. The report for the Aerodrome is provided in **Appendix 1**, and potential offset requirements are summarised in the following section.

8.3.1 Likely Offset Requirements

Calculation of Offset Requirements is undertaken via a model developed by DEPI, which determines whether General and/or Specific Offsets are required, and calculates the relevant offset units and attributes.

Whilst desktop searches for records of rare or threatened flora and fauna species have been undertaken by Ethos NRM, the *Guidelines* methodology relies on model based data to assess the proportional impact of proposed vegetation removal on habitat for rare or threatened species.

The specific-general offset test measures on a case-by-case basis the proportion of habitat, against a threshold, each significant species will lose if the removal of native vegetation is permitted. This offset test has been applied to the proposed vegetation removal within areas of native vegetation at the West Sale Aerodrome and specific offset for rare or threatened species were identified.

A risk factor is applied to the General and/or Specific Offset Score/s by using the appropriate multiplier; to quantify the amount of units that are needed to offset the loss, measured in General Biodiversity Equivalence Units and/or Specific Biodiversity Equivalence Units. A multiplier of 1.5 is applied to general biodiversity equivalence scores, and a multiplier of 2 is applied to specific biodiversity equivalence scores in order to determine the offset requirement in Biodiversity Equivalence Units.

All areas of native vegetation were submitted to DEPI to provide an overview of likely offset requirements at the Aerodrome site.

Offset requirements at the Aerodrome site are most likely to be Specific Offsets within the larger patches of vegetation, or General offsets in the poorer quality and smaller patches (refer to **Table 6**).

It is likely that Specific Offsets, as well as General Offsets, would be required for vegetation removal at the Aerodrome for Purple Diuris and/or Rough-grain Love-grass.

8.4 Offsetting Native Vegetation Losses

Where vegetation removal cannot be avoided, provision of offsets is required to compensate for the impacts on biodiversity; the purpose of an offset is to achieve a 'no net loss' in the contribution made by native vegetation to Victoria's biodiversity. An offset strategy is required to be identified for moderate and high-risk pathway applications which details how the offset will compensate for loss to Victoria's biodiversity.

Offsets are achieved through the long-term protection, enhancement and management of the quality and quantity of native vegetation. Offsets can be achieved on private land owned by the proponent or a third party, or sourced as Native Vegetation Credits through accredited native vegetation Offset Brokers.

A formal agreement is required in all instances to secure the ongoing protection and management of the nominated offset site. Security of the offset must be through either:

- A recognised agreement with a relevant government agency or authority, supported by legislation, or
- Transferring freehold land to a secure Crown land reserve managed for conservation purposes, or
- Reclassifying unreserved Crown land to a reserve managed for conservation purposes, under the *Crown land (Reserves) Act 1978*.

When a general offset is required the offset secured must meet the 'minimum strategic biodiversity score and vicinity' attributes. When a specific offset is required, the offset must provide habitat for all species that require a specific offset.

A compliant offset must be secured, to the satisfaction of the responsible or referral authority, before the native vegetation is removed (DEPI, 2013a), by either:

- A security agreement for the site including an onsite (Offset) management plan, or
- Evidence of a secured third party offset, e.g. Native Vegetation Credit Register extract.

Table 6. Vegetation Offset Requirements (Summary of DEPI Biodiversity Impact and Offset Report)

	Habitat Zone	Habitat Score	Hectares	Habitat Hectares	General Biodiversity Equivalence Units		Specific Biodiversity Equivalence Units		Meets EPBC listing criteria	Location within Aerodrome
					Strategic Biodiversity Score	General Units	Specific Units	Species		
Habitat Zone A	1	0.27	0.208	0.056			0.032	Purple Diuris	YES	Zone 3C
	2	0.27	0.097	0.026			0.017	Purple Diuris	YES	Zone 3C
	3	0.27	0.032	0.009			0.006	Purple Diuris		Zone 3C
	4	0.27	0.432	0.117			0.062	Purple Diuris	YES	Zone 3C
	5	0.27	0.056	0.015	0.157	0.002			YES	Zone 3 – West end of runway
	6	0.27	0.012	0.003			0.001	Purple Diuris		Zone 3 – North of runway
	7	0.27	0.008	0.002			0.001	Purple Diuris		Zone 3 – North of runway
	8	0.27	0.159	0.043	0.444	0.019			YES	Zone 3 – North of runway
	9	0.27	0.097	0.026	0.409	0.011				Zone 3 – North of runway
	10	0.27	0.038	0.01	0.47	0.005				Zone 3 – South of runway
Habitat Zone B	11	0.22	0.429	0.094			0.039	Purple Diuris	YES	Zone 3 – NE of runway
	12	0.22	0.66	0.145			0.062	Purple Diuris	YES	Zone 3D
	13	0.22	0.013	0.003			0.001	Purple Diuris		Zone 3D
	14	0.22	0.025	0.006			0.002	Purple Diuris		Zone 3D
	15	0.22	0.013	0.003			0.001	Purple Diuris		Zone 3D
	16	0.22	0.035	0.008	0.37	0.003				Zone 3D
	17	0.22	0.014	0.003	0.37	0.001				Zone 3D
	18	0.22	0.018	0.004	0.675	0.003				Zone 3D
Habitat Zone C	19	0.22	1.013	0.223			0.09	Purple Diuris	YES	Zone 3A
	20	0.32	1.85	0.592			0.592	Rough-grain Love-grass	YES	Managed Grassland 4B
	21	0.32	8.56	2.739			1.755	Purple Diuris	YES	Managed Grassland 4C
	22	0.32	1.251	0.4			0.252	Purple Diuris	YES	Managed Grassland 4D
	23	0.32	13.018	4.166			2.73	Purple Diuris	YES	Managed Grassland 4A
	24	0.32	5.548	1.775			1.149	Purple Diuris	YES	Managed Grassland 4B
						1.775	Rough-grain Love-grass	YES	Managed Grassland 4B	

ETHOS NRM

ENVIRONMENTAL, PLANNING & NATURAL RESOURCE MANAGEMENT CONSULTANTS



West Sale Aerodrome Vegetation Assessment Overview

Figure 5: Offset Units and sites meeting EPBC condition threshold

- | | |
|--|--|
|  Aerodrome Boundary | Offset Unit |
|  Meets EPBC Condition Threshold |  General Biodiversity Equivalence Unit |
| |  Specific Biodiversity Equivalence Unit |

Note: labels refer to zones within DEPR Biodiversity Report (30062014)

 		 City of Greater Melbourne Planning & Environment 2015
1:2,000 Date: 11/10/14 Asset Image (2017) (Boundary 1:10m) Coordinate System: GDA94 MGA Zone 56		
This document contains information that is confidential to the City of Greater Melbourne. It is not to be distributed outside the City of Greater Melbourne without the express written consent of the City of Greater Melbourne. If you are not an intended recipient, please contact the City of Greater Melbourne on 03 9593 9333.		

9 COMMONWEALTH EPBC OFFSETS

9.1 Approval Requirements

Clearing of remnant native vegetation in the listed ecological community *Gippsland Red Gum Grassy Woodland and Associated Native Grassland* is an activity that is likely to require approval under the EPBC Act (if it is determined a significant impact is likely to occur). Ethos NRM have identified a number of sites which meet or are likely to be afforded protection under the EPBC Act due to their size and diversity of species present. The West Sale Aerodrome is a known site of this community.

Ethos NRM has identified a number of remnant grassland patches at the aerodrome which meet the condition criteria for EPBC Act protection (see Figure 5). Any proposed development or impacts to these areas (direct or indirect) should be assessed to determine if a significant impact may occur, in accordance with the EPBC Significant Impact Guidelines (DOE, 2013). If there a significant impact is anticipated or cannot be ruled out, then the matter must be referred to the Minister for approval.

A significant impact on an ecological community may occur due to actions which result in:

- Reduction in the extent of the ecological community (e.g. clearing of vegetation)
- Fragmentation of the community (e.g. roads or easements).
- Adverse impacts to habitat critical to the survival of an ecological community.
- Modification or destruction of abiotic factors (such as water, nutrients or soil) necessary for an ecological community's survival.
- Cause a substantial change in species composition within the ecological community, causing a decline or loss of function.
- Cause a substantial reduction in the quality or integrity of an ecological community (e.g. herbicides, fertiliser use, assisting of invasive species).
- Interfere with the recovery of an ecological community.

The EPBC Act Environmental Offset Policy (SEWPAC, 2012a) identifies offsets as a mechanism to compensate for residual adverse impacts on a protected matter of National Environmental Significance. The prescribed tool to determine the size and type of offset required is a Risk Based Calculator (SEWPAC, 2012b) which considers a wide range of ecological variables and the probability of achieving a measureable conservation gain. The EPBC Environmental Offset Policy (SEWPAC, 2012a) allows for the State offset requirements to contribute towards an offset under the EPBC Act.

9.2 Offset Requirements

In October 2012 the Commonwealth released the EPBC Environmental Offset Policy (SEWPAC, 2012a). Avoidance and mitigation measures are the primary strategy for managing impacts on protected matters. The provision of vegetation offsets must also have 'like-for-like' context.

The following guidelines have been identified by the Department of Environment for provision of offsets:

- Direct offsets must comprise of a minimum of 90% of the offset package.
- Direct offsets must achieve a conservation gain; which is a benefit to the protected matter (positive management actions which improve the viability of a protected matter or avert the future loss, degradation or damage of the protected matter).

ETHOS NRM

ENVIRONMENTAL, PLANNING & NATURAL RESOURCE MANAGEMENT CONSULTANTS

- Offsets should align with conservation priorities of the impacted Protected Matter.
- Indirect offsets or other compensatory measures might include funding for research or educational programs.
- Offsets should have defined measures of success and be monitored.
- State offsets can contribute to the EPBC offset requirement.

The tool to determine the size and type of offset required for the EPBC Act is a Risk Based Calculator (SEWPAC, 2012b) which considers a wide range of ecological variables and the probability of achieving a measureable conservation gain.

10 RECOMMENDATIONS

Ethos NRM recommends the following actions be undertaken to protect and improve the condition of native grasslands and ensure current offset obligations are met at the West Sale Aerodrome.

- Amend the wording within the Wellington Shire Council Planning Permit P110/2006 to reflect more accurately vegetation offset obligations:
 - (point 6) Remove this dot point
 - (point 7) Amend to the following wording: A total of 0.9 Habitat Hectares of Very High Conservation Significance vegetation, within the Gippsland Plains Bioregion, is required as an offset to compensate for the loss of 1.67 hectares of vegetation at the West Sale Aerodrome. Offsets are required to be achieved in accordance with the 'like-for-like' criteria identified in the report *Habitat Hectare and Net Gain Assessment – West Sale Aerodrome, November 2006, EarthTech*. Implementation of the offsets shall begin within 12 months of the issue date of this permit.
 - (point 8) Remove this dot point
- Wellington Shire Council should improve efforts to comply with the current offset obligation at West Sale Aerodrome (Planning Permit P110/2006) and decide whether to:
 - Locate the offset at the West Sale Aerodrome within the managed grassland zones or
 - Locate the offset at another property owned by the Wellington Shire or
 - Purchase an offset credit. Consideration of the costs and future development plans at the Aerodrome will inform this decision.
- When planning or proposing any future development or works at the Aerodrome Wellington Shire Council should:
 - Avoid where practical impacts to remnant patches of grassland, particularly those within the managed grassland zones (4a, 4b, 4c and 4d).
 - Assess whether any development or vegetation removal will result in a significant impact to the *Gippsland Red Gum Grassy Woodland and Associated Native Grassland* ecological community, which is listed under the EPBC Act 1999. Activities that may have a significant impact on this community should be referred to the federal environment minister for assessment and approval.

ETHOS NRM

ENVIRONMENTAL, PLANNING & NATURAL RESOURCE MANAGEMENT CONSULTANTS

- Ensure any works do not create changes to drainage near remnant grassland sites.
- Avoid soil disturbance near remnant grassland sites.
- Avoid works or activities which fragment remnant grassland patches, particularly the managed grassland zones. Consider removal of informal access tracks which dissect the managed grassland zones 4b and 4c.
- Review the PAMA agreement with DEPI in light of future development proposals at the Aerodrome and remove reference to re-establishment of grassland zone 5.
- Review and update the West Sale Aerodrome Overall Development Plan (2002, Appendix 3).
- Ongoing management of native vegetation at the Aerodrome should:
 - Undertake weed control and other actions as per Vegetation Management Program (in accordance with the Schedules in Appendices 1, 2 and 3) prepared by Indigenous Design (ID, 2007a) to meet offset obligations should they be located at the Aerodrome site.
 - Undertake further survey and detailed mapping of vegetation quality and the location and density of current weed infestation within the managed zones, as the mapping undertaken by Indigenous Design is now 7 years old and Ethos NRM have noticed changes to the distribution, density and species since the preparation of the Vegetation Management Program.
 - Avoid vehicle movement over the managed grassland zones.
 - Control on-site grazing threats such as rabbits and hares.
 - Burn the managed grassland zones every 4-5 years.

11 REFERENCES

- DE, 2014. *Matters of National Environmental Significance*, viewed 27/04/14 <http://www.environment.gov.au/topics/about-us/legislation/environment-protection-and-biodiversity-conservation-act-1999/what>. Australian Government Department of Environment
- DEPI, 2013a. *Permitted clearing of native vegetation Biodiversity Assessment Guidelines*. Victorian Government Department of Environment and Primary Industries, Melbourne, May 2013.
- DEPI, 2013b. *Permitted clearing of native vegetation Meeting the moderate and high risk-based pathway applications requirements*. Victorian Government Department of Environment and Primary Industries, Melbourne, September 2013.
- DEPI 2013c. *Native Vegetation Gain Scoring Manual. Version 1*. Victorian Government Department of Environment and Primary Industries.
- DEPI, 2014a. *Online Mapping - Biodiversity Interactive Map*. www.dse.vic.gov.au Viewed on 04/05/2014). Victorian Government Department of Environment and Primary Industries.
- DEPI, 2014b. *Ecological Vegetation Class Benchmark Descriptions*. <http://www.dse.vic.gov.au/conservation-and-environment/ecological-vegetation-class-etc-benchmarks-by-bioregion> Victorian Government Department of Environment and Primary Industries.
- DEPI, 2013c. *Native Vegetation Information Management online tool*. www.depi.vic.gov.au Victorian Government Department of Environment and Primary Industries, Melbourne.
- DEPI, 2014d. Legislation: *Catchment and Land Protection Act 1994*. <http://www.depi.vic.gov.au/agriculture-and-food/pests-diseases-and-weeds/protecting-victoria-from-pest-animals-and-weeds> Viewed 15/6/2014. Victorian Government Department of Environment and Primary Industries.
- DEPI, 2014e. *Interactive Maps* <http://services.land.vic.gov.au/landchannel/isp/map/InteractiveMapIntro.jsp> Viewed on 04/05/2014). Victorian Government Department of Environment and Primary Industries.
- DEWHA 2006. *Gippsland Red Gum Grassy Woodland and Associated Native Grassland EPBC Policy Statement 3.22*. Department of the Environment, Water, Heritage and the Arts.
- DOE 2013 *Matters of National Significance – Significant Impact Guidelines 1.1*. Department of Environment, Commonwealth of Australia
- DPCD, 2014. *Planning Property Report*. www.dpcd.vic.gov.au/planning Viewed on 04/06/2013. Victorian Department of Planning and Community Development.
- DPI, 2014. *Bioregions of Victoria – Victorian Resources Online*. http://vro.dpi.vic.gov.au/dpi/vro/vrosite.nsf/pages/biodiversity_bioregions_vic Viewed on 04/06/14. Department of Primary Industries, State Government, Victoria.
- DSE, 2003. *Central Gippsland Plains Grassland, Forest Red Gum Grassy Woodland, Northern Plains Grassland, South Gippsland Plains Grassland, Western (Basalt) Plains Grassland – FFG Action Statement No. 182*. Victorian Department of Sustainability and Environment, East Melbourne, Victoria.

ETHOS NRM

ENVIRONMENTAL, PLANNING & NATURAL RESOURCE MANAGEMENT CONSULTANTS

- DSE, 2005. *Advisory List of Rare or Threatened Plants in Victoria - 2005*. Victorian Department of Sustainability and Environment, East Melbourne, Victoria.
- EarthTech 2006. *Habitat Hectare and Net Gain Assessment - West Sale Aerodrome November 2006*. Prepared for Wellington Shire Council, November 2006.
- Kelly, P. & Norris, K., 1999a. *Ecological Assessment of the West Sale Aerodrome*. prepared for Wellington Shire Council, March 1999.
- Kelly, P. & Associates., 1999b. *Draft Vegetation Management Plan - West Sale Aerodrome*. prepared for Wellington Shire Council, August 1999.
- ID 2007. *Vegetation Management Program for Existing Grassland Management Zones at West Sale Aerodrome*. Prepared by Indigenous Design Land Management P/L for Wellington Shire Council, November 2007.
- ID 2007. *Grassland Re-establishment Program for West Sale Aerodrome*. Prepared by Indigenous Design Land Management P/L for Wellington Shire Council, November 2007.
- PAMA, 2003. *West Sale Aerodrome – Public Authority Management Agreement (Flora and Fauna Guarantee Act 1988)*. Victorian Department of Sustainability and Environment, June 2003.
- SEWPAC, 2012a. *Environment Protection and Biodiversity Conservation Act 1999 Environmental Offsets Policy*. Department of Sustainability, Environment, Water, Population and Communities, Commonwealth of Australia.
- SEWPAC, 2012b. *Environment Protection and Biodiversity Conservation Act 1999 Environmental Offsets Policy – How to use Offsets Guide and Calculator*. Department of Sustainability, Environment, Water, Population and Communities, Commonwealth of Australia.
- Wong, N. & Morgan, J. (2007). *Review of Grassland Management in South-eastern Australia*. Parks Victoria Technical Series No. 39.
- WSC, 2007. Wellington Shire Council Planning Permit Application No. P110/2006, Proposal: SUZ1 & RUZ subdivision 7 Removal of Native Vegetation (2007).
-

VBA, 2014 Data Source (DEPI)

Data Source: 'Victorian Biodiversity Atlas', © The State of Victoria, Department of Environment and Primary Industries (Version 3.0.6., accessed 6th June, 2014).

12 APPENDICES

12.1 Appendix 1: DEPI Biodiversity impact and offset requirements report

Biodiversity impact and offset requirements report

This report provides additional biodiversity information for moderate and high risk-based pathway applications for permits to remove native vegetation under clause 52.16 or 52.17 of the planning schemes in Victoria

Date of issue: 30/06/2014
Time of issue: 9:10 am

Project ID	WSC1_AER
------------	----------

Summary of marked native vegetation

Risk-based pathway	High
Total extent	33,585 ha
Remnant patches	33,585 ha
Scattered trees	0 trees
Location risk	C
Strategic biodiversity score of all marked native vegetation	0.781

Offset requirements if a permit is granted

If a permit is granted to remove the marked native vegetation, a requirement to obtain a native vegetation offset will be included in the permit conditions. The offset must meet the following requirements:

Offset type	General offset
General offset amount (general biodiversity equivalence units)	0.065 general units
General offset attributes	
Vicinity	West Gippsland Catchment Management Authority (CMA) or the Local Municipal District where clearing takes place
Minimum strategic biodiversity score	0.320 ¹
Offset type	Specific offset(s)
Specific offset amount (specific biodiversity equivalence units) and attributes	12,442 specific units of habitat for Purple Dixie 4,735 specific units of habitat for Rough-grain Love-grass

See Appendices 1 and 2 for details in how offset requirements were determined.

NB: values presented in tables throughout this document may not add to totals due to rounding

¹ Minimum strategic biodiversity score is 80 per cent of the weighted average score across habitat zones where a general offset is required

Biodiversity impact and offset requirements report

Next steps

This proposal to remove native vegetation must meet the application requirements of the high risk-based pathway and it will be assessed under the high risk-based pathway.

If you wish to remove the marked native vegetation you are required to apply for a permit from your local council. The biodiversity assessment report from NVIM and this biodiversity impact and offset report should be submitted with your application for a permit to remove native vegetation you plan to remove, lop or destroy.

The Biodiversity assessment report generated by the tool within NVIM provides the following information:

- The location of the site where native vegetation is to be removed.
- The area of the patch of native vegetation and/or the number of any scattered trees to be removed.
- Maps or plans containing information set out in the *Permitted clearing of native vegetation – Biodiversity assessment guidelines*
- The risk-based pathway of the application for a permit to remove native vegetation

This report provides the following information to meet application requirements for a permit to remove native vegetation:

- Confirmation of the risk-based pathway of the application for a permit to remove native vegetation
- The strategic biodiversity score of the native vegetation to be removed
- Information to inform the assessment of whether the proposed removal of native vegetation will have a significant impact on Victoria's biodiversity, with specific regard to the proportional impact on habitat for any rare or threatened species.
- The offset requirements should a permit be granted to remove native vegetation.

Additional application requirements must be provided with an application for a permit to remove native vegetation in the moderate or high risk-based pathways. These include:

- A habitat hectare assessment report of the native vegetation that is to be removed
- A statement outlining what steps have been taken to ensure that impacts on biodiversity from the removal of native vegetation have been minimised
- An offset strategy that details how a compliant offset will be secured to offset the biodiversity impacts of the removal of native vegetation.

Refer to the *Permitted clearing of native vegetation – Biodiversity assessment guidelines* and for a full list and details of application requirements.

© The State of Victoria Department of Environment and Primary Industries 2013
This publication is copyright. No part may be reproduced by any process except in accordance with the provisions of the Copyright Act 1968.

Authorised by the Victorian Government, 8 Nicholson Street, East Melbourne.

For more information contact the DEPI Customer Service Centre 136 186

Disclaimer

This publication may be of assistance to you but the State of Victoria and its employees do not guarantee that the publication is without flaw of any kind or is wholly appropriate for your particular purposes and therefore disclaims all liability for any error, loss or other consequence which may arise from you relying on any information in this publication.

Obtaining this publication does not guarantee that an application will meet the requirements of clauses 52.16 or 52.17 of the Victoria Planning Provisions or that a permit to remove native vegetation will be granted.

Notwithstanding anything else contained in this publication, you must ensure that you comply with all relevant laws, legislation, awards or orders and that you obtain and comply with all permits, approvals and the like that affect, are applicable or are necessary to undertake any action to remove, lop or destroy or otherwise deal with any native vegetation or that apply to matters within the scope of clauses 52.16 or 52.17 of the Victoria Planning Provisions.

www.depi.vic.gov.au

Biodiversity impact and offset requirements report

Appendix 1 – Biodiversity impact of removal of native vegetation

Habitat hectares

Habitat hectares are calculated for each habitat zone within your proposal using the extent and condition scores in the GIS data you provided.

Habitat zone	Site assessed condition score	Extent (ha)	Habitat hectares
11_HZB	0.220	0.429	0.094
12_HZB	0.220	0.660	0.145
13_HZB	0.220	0.013	0.003
14_HZB	0.220	0.025	0.006
15_HZB	0.220	0.013	0.003
16_HZB	0.220	0.035	0.008
17_HZB	0.220	0.014	0.003
18_HZB	0.220	0.018	0.004
19_HZB	0.220	1.013	0.223
1_HZA	0.270	0.208	0.056
2_HZA	0.270	0.097	0.026
3_HZA	0.270	0.032	0.009
4_HZA	0.270	0.432	0.117
5_HZA	0.270	0.056	0.015
6_HZA	0.270	0.012	0.003
7_HZA	0.270	0.008	0.002
8_HZA	0.270	0.159	0.043
9_HZA	0.270	0.097	0.026
20_HZC	0.320	1.850	0.592
21_HZC	0.320	8.560	2.739
22_HZC	0.320	1.251	0.400
23_HZC	0.320	13.016	4.165
24_HZC	0.320	5.548	1.775
10_HZA	0.270	0.038	0.010
TOTAL			10.468

Biodiversity impact and offset requirements report

Impacts on rare or threatened species habitat above specific offset threshold

The specific-general offset test was applied to your proposal. The test determines if the proposed removal of native vegetation has a proportional impact on any rare or threatened species habitats above the specific offset threshold. The threshold is set at 0.005 per cent of the total habitat for a species. When the proportional impact is above the specific offset threshold a specific offset for that species' habitat is required.

The specific-general offset test found your proposal has a proportional impact above the specific offset threshold for the following rare or threatened species' habitats.

Species number	Species common name	Species scientific name	Species type	Area of mapped habitat (ha)	Proportional impact (%)
501084	Purple Diuris	Diuris punctata var. punctata	Dispersed	31.319	0.011
501197	Rough-grain Love-grass	Eragrostis trachycarpa	Highly localised	7.398	0.085

Clearing site biodiversity equivalence score(s)

Where a habitat zone requires specific offset(s), the specific biodiversity equivalence score(s) for each species in that habitat zone is calculated by multiplying the habitat hectares of the habitat zone by the habitat importance score for each species impacted in the habitat zone.

Habitat zone	Habitat hectares	Habitat for rare or threatened species				Specific biodiversity equivalence score (SBES)
		Species number	Species common name	Species scientific name	Habitat importance score	
11_HZB	0.094	501084	Purple Diuris	Diuris punctata var. punctata	0.408	0.039
12_HZB	0.145	501084	Purple Diuris	Diuris punctata var. punctata	0.427	0.062
13_HZB	0.003	501084	Purple Diuris	Diuris punctata var. punctata	0.530	0.001
14_HZB	0.006	501084	Purple Diuris	Diuris punctata var. punctata	0.400	0.002
15_HZB	0.003	501084	Purple Diuris	Diuris punctata var. punctata	0.400	0.001
19_HZB	0.223	501084	Purple Diuris	Diuris punctata var. punctata	0.403	0.090
1_HZA	0.056	501084	Purple Diuris	Diuris punctata var. punctata	0.570	0.032
2_HZA	0.026	501084	Purple Diuris	Diuris punctata var. punctata	0.658	0.017
3_HZA	0.009	501084	Purple Diuris	Diuris punctata var. punctata	0.690	0.006
4_HZA	0.117	501084	Purple Diuris	Diuris punctata var. punctata	0.704	0.082
6_HZA	0.003	501084	Purple Diuris	Diuris punctata var. punctata	0.380	0.001
7_HZA	0.002	501084	Purple Diuris	Diuris punctata var. punctata	0.410	0.001
20_HZC	0.592	501197	Rough-grain Love-grass	Eragrostis trachycarpa	1.000	0.592

Page 4

Biodiversity impact and offset requirements report

Habitat zone	Habitat hectares	Habitat for rare or threatened species				Specific biodiversity equivalence score (SBES)
		Species number	Species common name	Species scientific name	Habitat importance score	
21_HZC	2.739	501084	Purple Diuris	Diuris punctata var. punctata	0.640	1.755
22_HZC	0.400	501084	Purple Diuris	Diuris punctata var. punctata	0.631	0.252
23_HZC	4.165	501084	Purple Diuris	Diuris punctata var. punctata	0.656	2.730
24_HZC	1.775	501084	Purple Diuris	Diuris punctata var. punctata	0.647	1.149
		501197	Rough-grain Love-grass	Eragrostis trachycarpa	1.000	1.775

There are habitat zones in your proposal which are not habitat for the species above. A general offset is required for the(se) habitat zone(s).

The general biodiversity equivalence score for the habitat zone(s) is calculated by multiplying the habitat hectares by the strategic biodiversity score.

Habitat zone	Habitat hectares	Strategic biodiversity score	General biodiversity equivalence score (GBES)
16_HZB	0.008	0.370	0.003
17_HZB	0.003	0.370	0.001
18_HZB	0.004	0.675	0.003
5_HZA	0.015	0.157	0.002
8_HZA	0.043	0.444	0.019
9_HZA	0.026	0.409	0.011
10_HZA	0.010	0.470	0.005

Biodiversity impact and offset requirements report

Mapped rare or threatened species' habitats on site

This table sets out the list of rare or threatened species' habitats mapped at the site beyond those species for which the impact is above the specific offset threshold. These species habitats do not require a specific offset according to the specific-general offset test.

Species number	Species common name	Species scientific name
10187	Eastern Great Egret	<i>Ardea modesta</i>
10195	Little Bittern	<i>Ixobrychus minutus dubius</i>
10212	Australasian Shoveler	<i>Anas rhynchotis</i>
10215	Hardhead	<i>Aythya australis</i>
10220	Grey Goshawk	<i>Accipiter novaehollandiae novaehollandiae</i>
10230	Square-tailed Kite	<i>Lophoictinia isura</i>
10238	Black Falcon	<i>Falco subniger</i>
10598	Painted Honeyeater	<i>Grantiella picta</i>
12283	Lace Monitor	<i>Varanus varius</i>
13207	Growing Grass Frog	<i>Litoria raniformis</i>

Biodiversity impact and offset requirements report

Appendix 2 – Offset requirements detail

If a permit is granted to remove the marked native vegetation the permit condition will include the requirement to obtain a native vegetation offset.

To calculate the required offset amount required the biodiversity equivalence scores are aggregated to the proposal level and multiplied by the relevant risk multiplier.

Offsets also have required attributes:

- General offsets must be located in the same Catchment Management Authority (CMA) boundary or Local Municipal District (local council) as the clearing and must have a minimum strategic biodiversity score of 80 per cent of the clearing.²
- Specific offsets must be located in the same species habitat as that being removed, as determined by the habitat importance map for that species.

The offset requirements for your proposal are as follows:

Offset type	Clearing site biodiversity equivalence score	Risk multiplier	Offset requirements	
			Offset amount (biodiversity equivalence units)	Offset attributes
Specific	6.221 SBES	2	12.442 specific units	Offset must provide habitat for 501084, Purple <i>Diuris</i> , <i>Diuris punctata</i> var. <i>punctata</i>
Specific	2.367 SBES	2	4.735 specific units	Offset must provide habitat for 501197, Rough-grain Love-grass, <i>Eragrostis trachycarpa</i>
General	0.044 GBES	1.5	0.065 general units	Offset must be within West Gippsland CMA or the same Municipal District as the vegetation removal Offset must have a minimum strategic biodiversity score of 0.320

² Strategic biodiversity score is a weighted average across habitat zones where a general offset is required

Biodiversity impact and offset requirements report

Appendix 3 – Images of marked native vegetation

Image 1. Native vegetation location risk map

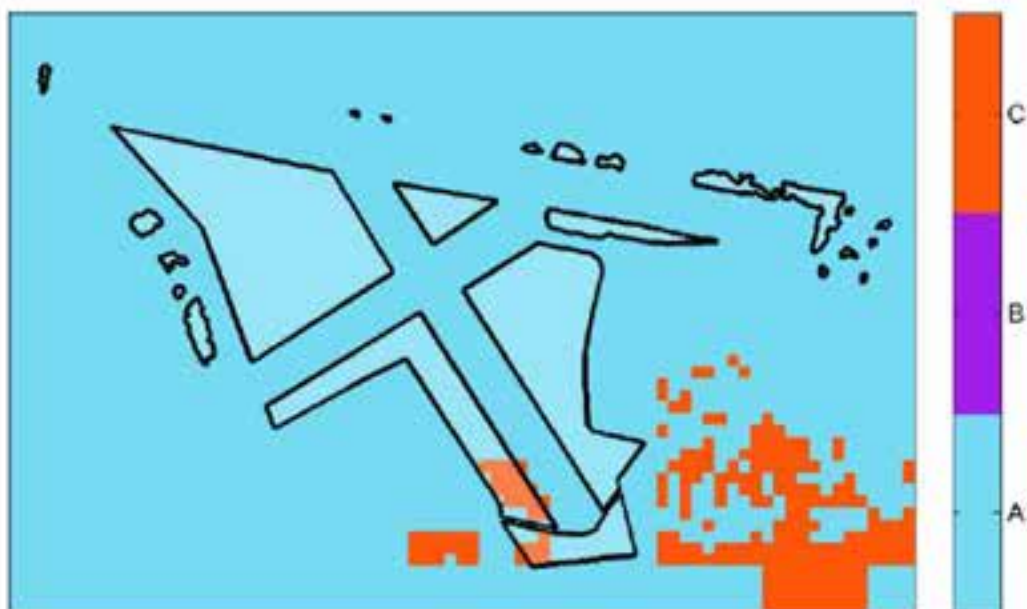
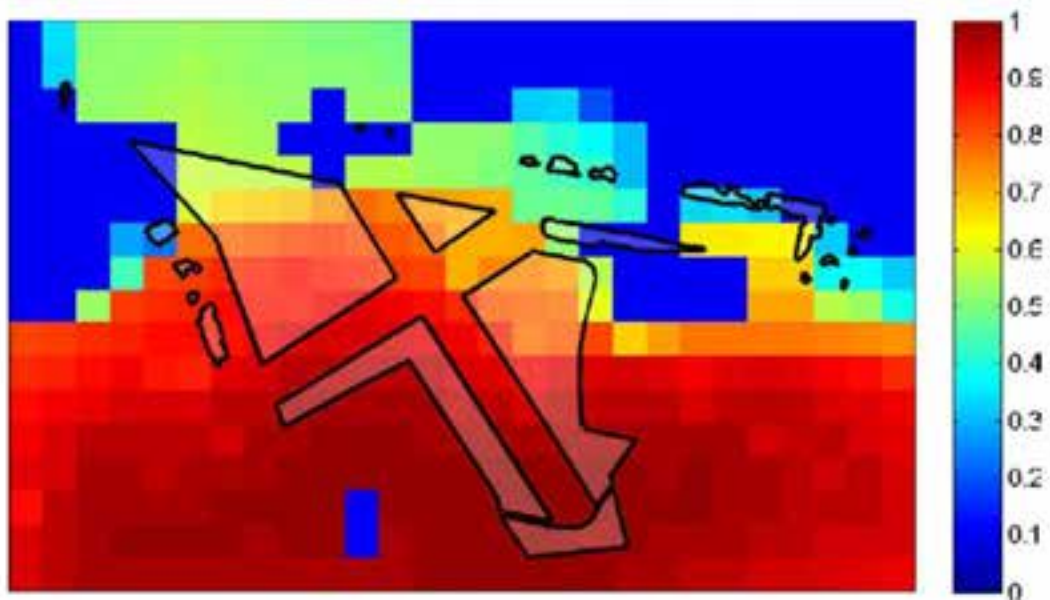


Image 2. Strategic biodiversity score map



Biodiversity impact and offset requirements report

Image 3. Aerial photograph showing marked native vegetation



Biodiversity impact and offset requirements report

Image 4. Habitat importance map – 501084, Purple Diuris, *Diuris punctata* var. *punctata*

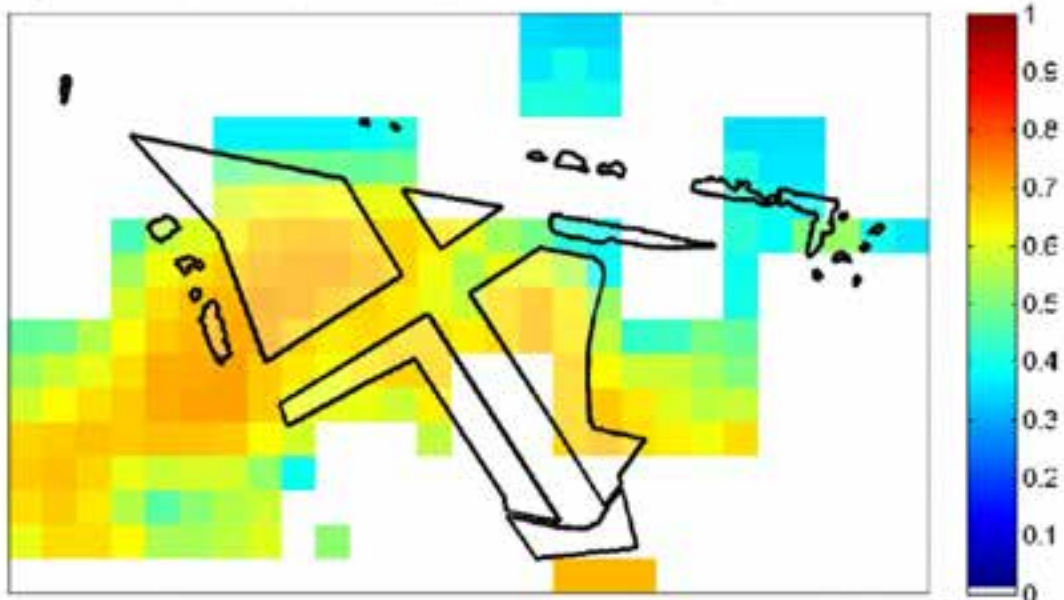
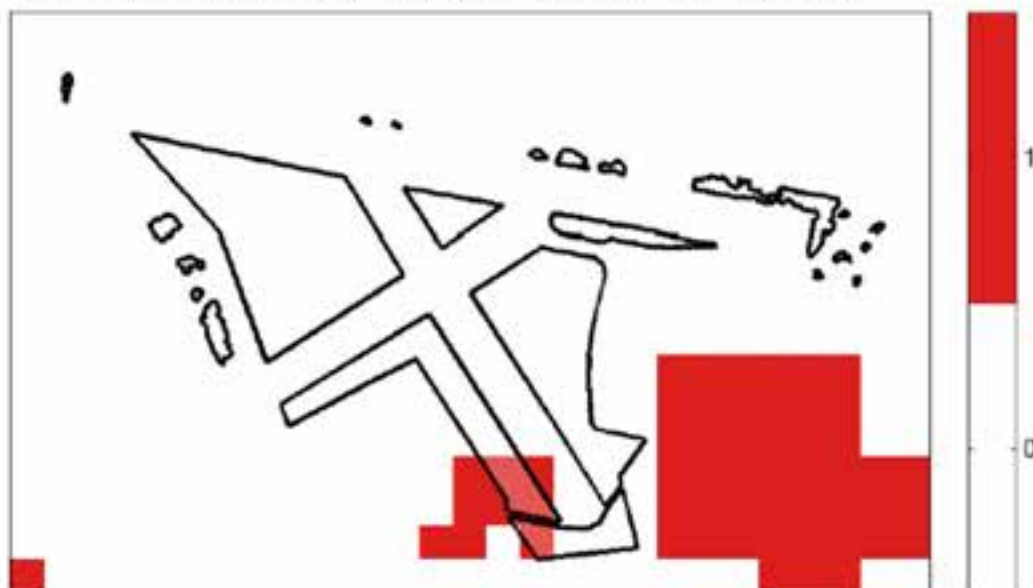


Image 5. Habitat importance map – 501197, Rough-grain Love-grass, *Eragrostis trachycarpa*



Biodiversity impact and offset requirements report

Glossary

Condition score This is the site-assessed condition score for the native vegetation. Each habitat zone in the clearing proposal is assigned a condition score according to the habitat hectare assessment method. This information has been provided by or on behalf of the applicant in the GIS file.

Dispersed habitat A dispersed species habitat is a habitat for a rare or threatened species whose habitat is spread over a relatively broad geographic area greater than 2,000 hectares.

General biodiversity equivalence score The general biodiversity equivalence score quantifies the relative overall contribution that the native vegetation to be removed makes to Victoria's biodiversity. The general biodiversity equivalence score is calculated as follows:

$$\text{General biodiversity equivalence score} = \text{habitat hectares} \times \text{strategic biodiversity score}$$

General offset amount This is calculated by multiplying the general biodiversity equivalence score of the native vegetation to be removed by the risk factor for general offsets. This number is expressed in general biodiversity equivalence units and is the amount of offset that is required to be provided should the application be approved. This offset requirement will be a condition to the permit for the removal of native vegetation.

$$\text{Risk adjusted general biodiversity equivalence score} = \text{general biodiversity equivalence score clearing} \times 1.5$$

General offset attributes General offset must be located in the same Catchment Management Authority boundary or Municipal District (local council) as the clearing site. They must also have a strategic biodiversity score that is at least 80 per cent of the score of the clearing site.

Habitat hectares Habitat hectares is a site-based measure that combines extent and condition of native vegetation. The habitat hectares of native vegetation is equal to the current condition of the vegetation (condition score) multiplied by the extent of native vegetation. Habitat hectares can be calculated for a remnant patch or for scattered trees or a combination of these two vegetation types. This value is calculated for each habitat zone using the following formula:

$$\text{Habitat hectares} = \text{total extent (hectares)} \times \text{condition score}$$

Habitat importance score The habitat importance score is a measure of the importance of the habitat located on a site for a particular rare or threatened species. The habitat importance score for a species is a weighted average value calculated from the habitat importance map for that species. The habitat importance score is calculated for each habitat zone where the habitat importance map indicates that species habitat occurs.

Habitat zone Habitat zone is a discrete contiguous area of native vegetation that:

- is of a single Ecological Vegetation Class
- has the same measured condition.

Biodiversity impact and offset requirements report

Highly localised habitat	<p>A highly localised habitat is habitat for a rare or threatened species that is spread across a very restricted area (less than 2,000 hectares). This can also be applied to a similarly limited sub-habitat that is disproportionately important for a wide-ranging rare or threatened species. Highly localised habitats have the highest habitat importance score (1) for all locations where they are present.</p>
Minimum strategic biodiversity score	<p>The minimum strategic biodiversity score is an attribute for a general offset.</p> <p>The strategic biodiversity score of the offset site must be at least 80 per cent of the strategic biodiversity score of the native vegetation to be removed. This is to ensure offsets are located in areas with a strategic value that is comparable to, or better than, the native vegetation to be removed. Where a specific and general offset is required, the minimum strategic biodiversity score relates only to the habitat zones that require the general offset.</p>
Offset risk factor	<p>There is a risk that the gain from undertaking the offset will not adequately compensate for the loss from the removal of native vegetation. If this were to occur, despite obtaining an offset, the overall impact from removing native vegetation would result in a loss in the contribution that native vegetation makes to Victoria's biodiversity.</p> <p>To address the risk of offsets failing, an offset risk factor is applied to the calculated loss to biodiversity value from removing native vegetation.</p>
	<p style="text-align: center;"><i>Risk factor for general offsets = 1.5</i></p> <p style="text-align: center;"><i>Risk factor for specific offset = 2</i></p>
Offset type	<p>The specific-general offset test determines the offset type required.</p> <p>When the specific-general offset test determines that the native vegetation removal will have an impact on one or more rare or threatened species habitat above the set threshold of 0.005 per cent, a specific offset is required. This test is done at the permit application level.</p> <p>A general offset is required when a proposal to remove native vegetation is not deemed, by application of the specific-general offset test, to have an impact on any habitat for any rare or threatened species above the set threshold of 0.005 per cent. All habitat zones that do not require a specific offset will require a general offset.</p>
Proportional impact on species	<p>This is the outcome of the specific-general offset test. The specific-general offset test is calculated across the entire proposal for each species on the native vegetation permitted clearing species list. If the proportional impact on a species is above the set threshold of 0.005 per cent then a specific offset is required for that species.</p>
Specific offset amount	<p>The specific offset amount is calculated by multiplying the specific biodiversity equivalence score of the native vegetation to be removed by the risk factor for specific offsets. This number is expressed in specific biodiversity equivalence units and is the amount of offset that is required to be provided should the application be approved. This offset requirement will be a condition to the permit for the removal of native vegetation.</p>

$$\text{Risk adjusted specific biodiversity equivalence score} \\ = \text{specific biodiversity equivalence score clearing} \times 2$$

Biodiversity impact and offset requirements report

Specific offset attributes	Specific offsets must be located in the modelled habitat for the species that has triggered the specific offset requirement.
Specific biodiversity equivalence score	<p>The specific biodiversity equivalence score quantifies the relative overall contribution that the native vegetation to be removed makes to the habitat of the relevant rare or threatened species. It is calculated for each habitat zone where one or more species habitats require a specific offset as a result of the specific-general offset test as follows:</p> <p style="text-align: center;"><i>Specific biodiversity equivalence score</i> = <i>habitat hectares</i> × <i>habitat importance score</i></p>
Strategic biodiversity score	<p>This is the weighted average strategic biodiversity score of the marked native vegetation. The strategic biodiversity score has been calculated from the <i>Strategic biodiversity map</i> for each habitat zone.</p> <p>The strategic biodiversity score of native vegetation is a measure of the native vegetation's importance for Victoria's biodiversity, relative to other locations across the landscape. The <i>Strategic biodiversity map</i> is a modelled layer that prioritises locations on the basis of rarity and level of depletion of the types of vegetation, species habitats, and condition and connectivity of native vegetation.</p>
Total extent (hectares) for calculating habitat hectares	<p>This is the total area of the marked native vegetation in hectares.</p> <p>The total extent of native vegetation is an input to calculating the habitat hectares of a site and in calculating the general biodiversity equivalence score. Where the marked native vegetation includes scattered trees, each tree is converted to hectares using a standard area calculation of 0.071 hectares per tree. This information has been provided by or on behalf of the applicant in the GIS file.</p>
Vicinity	<p>The vicinity is an attribute for a general offset.</p> <p>The offset site must be located within the same Catchment Management Authority boundary or Local Municipal District as the native vegetation to be removed.</p>

12.2 Appendix 2: Habitat Hectare Sheets

Vegetation Quality Field Assessment Sheet

Version 1.3 - October 2004

**Department of
Sustainability and
Environment**

Site Name/No. HZA

Location West Sala

Date 26/5/14

Assessor(s) KS + SP

Map Name/No. Aerodrome

AMG _____

Tenure Private

evc Plains Grassy Woodland

Bioregion Gippsland Plains

'Site Condition Score'

Large Trees

Score

0

Category & Description	% Canopy Health*		
	> 70%	30-70%	< 30%
None present	0	0	0
> 0 to 20% of the benchmark number of large trees/ha	3	2	1
> 20% to 40% of the benchmark number of large trees/ha	4	3	2
> 40% to 70% of the benchmark number of large trees/ha	6	5	4
> 70% to 100% of the benchmark number of large trees/ha	8	7	6
≥ the benchmark number of large trees/ha	10	9	8

Large trees are defined by diameter at breast height (d.b.h.) - see EVC benchmark.

* Estimate proportion of an expected healthy canopy cover that is present (i.e. not missing due to tree death or decline, or mallee infestation).

Tree Canopy Cover

Score

0

Category & Description	% Canopy Health*		
	> 70%	30-70%	< 30%
< 10% of benchmark cover	0	0	0
< 50% or > 150% of benchmark cover	3	2	1
≥ 50% or ≤ 150% of benchmark cover	5	4	3

Tree canopy is defined as those canopy tree species reaching ≥ 80% of mature height - see EVC benchmark description.

* Estimate proportion of an expected healthy canopy cover that is present (i.e. not missing due to tree death or decline, or mallee infestation).

Lack of Weeds

Score

4

Category & Description	'high threat' weeds*		
	None	≤ 50%	> 50%
> 50% cover of weeds	4	2	0
25 - 50% cover of weeds	7	6	④
5 - 25% cover of weeds	11	9	7
< 5% cover of weeds**	15	13	11

* proportion of weed cover due to 'high threat' weeds - see EVC benchmark for guide.

'High threat' weed species are defined as those introduced species (including non-indigenous 'natives') with the ability to out-compete and substantially reduce one or more indigenous life forms in the longer term assuming on-going current site characteristics and disturbance regime.

The EVC benchmark lists typical weed species for the EVC in the bioregion and provides an estimate of their 'invasiveness' and 'impact'. In general, those weed species considered to have a high impact are considered 'high threat' regardless of their invasiveness.

** If total weed cover is negligible (<1%) and high threat weed species are present then score '13'.

Understorey Life forms

LF Code from EVC benchmark	# spp observed / Benchmark spp.	% cover observed / Benchmark % cover	Present (✓)	Modified (✗)
LT	0/0	-/5	✗	-
T	0/1	-/5	✗	-
MS	0/2	-/10	✗	-
SS	0/1	-/1	✗	-
PS	1/1	1/1	✓	✗
LH	0/1	-/5	✗	-
MH	4/10	2/20	✓	✓
EH	1/3	1/5	✓	✓
LTG	2/2	5/5	✓	✗
LNG	0/1	-/10	✗	-
MTG	8/9	50/35	✓	✗
MNG	2/2	10/10	✓	✗
BL	-/na	-/10	✓	✗
	1	1		
	1	1		
			7/13	2/7

For life forms with benchmark cover of < 10%, considered 'present' if:

- any specimens are observed.
- For life forms with benchmark cover of ≥ 10%, considered 'present' if:
- the life form occupies at least 10% of benchmark cover.

For life forms with benchmark cover of < 10%, then considered substantially 'modified' if the life form has either:

- < 50% of the benchmark species diversity; or
- no reproductively-mature specimens are observed.

For life forms with benchmark cover of ≥ 50%, then considered substantially 'modified' if the life form has either:

- < 50% of benchmark cover; or
- < 50% of benchmark species diversity; or
- ≥ 50% of benchmark cover due largely to immature canopy specimens but the cover of reproductively-mature specimens is < 10% of the benchmark cover.

Understorey

Score

15

Category & Description	Score
All strata and lifeforms effectively absent	0
Up to 50% of life forms present	5
≥ 50% to 90% of lifeforms present	10
<ul style="list-style-type: none"> • of those present, ≥ 50% substantially modified • of those present, < 50% substantially modified 	⑮
≥ 90% of lifeforms present	15
<ul style="list-style-type: none"> • of those present, ≥ 50% substantially modified • of those present, < 50% substantially modified • of those present, none substantially modified 	20
<ul style="list-style-type: none"> • of those present, none substantially modified 	25



Vegetation Quality Field Assessment Sheet

Version 1.3 - October 2004

**Department of
Sustainability and
Environment**

Site Name/No. HZC-1

Location West Sale

Date 24/10/14

Assessor(s) KS + SP

Map Name/No. Aerodrome

ANG _____

Tenure Private

evc Plains Grassy Woodland

Bioregion Gippsland Plains

'Site Condition Score'

Large Trees

Score

0

Category & Description	% Canopy Health*		
	> 70%	30-70%	< 30%
None present	0	0	0
> 0 to 20% of the benchmark number of large trees/ha	3	2	1
> 20% to 40% of the benchmark number of large trees/ha	4	3	2
> 40% to 70% of the benchmark number of large trees/ha	6	5	4
> 70% to 100% of the benchmark number of large trees/ha	8	7	6
≥ the benchmark number of large trees/ha	10	9	8

Large trees are defined by diameter at breast height (dbh) - see EVC benchmark.

* Estimate proportion of an expected healthy canopy cover that is present (i.e. not missing due to tree death or decline, or mistletoe infestation).

Tree Canopy Cover

Score

0

Category & Description	% Canopy Health*		
	> 70%	30-70%	< 30%
< 10% of benchmark cover	0	0	0
< 50% or > 150% of benchmark cover	3	2	1
≥ 50% or ≤ 150% of benchmark cover	5	4	3

Tree canopy is defined as those canopy tree species reaching ≥ 80% of mature height - see EVC benchmark description.

* Estimate proportion of an expected healthy canopy cover that is present (i.e. not missing due to tree death or decline, or mistletoe infestation).

Lack of Weeds

Score

11

Category & Description	High threat weeds*		
	None	< 50%	> 50%
> 50% cover of weeds	4	2	0
25 - 50% cover of weeds	7	6	4
5 - 25% cover of weeds	11	9	7
< 5% cover of weeds**	15	13	11

* proportion of weed cover due to 'high threat' weeds - see EVC benchmark for guide.

High threat weed species are defined as those introduced species (including non-indigenous 'natives') with the ability to out-compete and substantially reduce one or more indigenous life forms in the longer term assuming on-going current site characteristics and disturbance regime.

The EVC benchmark lists typical weed species for the EVC in the bioregion and provides an estimate of their 'invasiveness' and 'impact'. In general, those weed species considered to have a high impact are considered high threat regardless of their invasiveness.

** If total weed cover is negligible (<1%) and high threat weed species are present then score '13'.

Understorey Life forms

LF Code from EVC benchmark	# spp observed / Benchmark spp.	% cover observed / Benchmark % cover	Present (✓)	Modified (✓)
IT	0/1	1/5	X	-
T	0/1	1/5	X	-
MS	0/2	1/10	X	-
SS	0/1	1/1	X	-
PS	2/1	1/1	✓	X
LH	1/1	1/5	✓	X
MH	13/10	10/20	✓	X
SH	3/3	5/5	✓	X
LTG	2/2	10/5	✓	X
LNG	0/1	1/10	X	-
MTG	13/9	60/35	✓	X
MNG	2/2	10/10	✓	X
BL	-/na	2/10	✓	✓
	1	1		
	1	1		
			8/13	1/8

For life forms with benchmark cover of < 10%, considered 'present' if

• any specimens are observed.

For life forms with benchmark cover of ≥ 10%, considered 'present' if

• the life form occupies at least 10% of benchmark cover.

For life forms with benchmark cover of < 50%, then considered substantially 'modified' if the life form has either:

• < 30% of the benchmark species diversity; or

• no reproductively-mature specimens are observed.

Modified (apply only where life form is 'present')

For life forms with benchmark cover of ≥ 10%, then considered substantially 'modified' if the life form has either:

• < 50% of benchmark cover; or

• < 50% of benchmark species diversity; or

• ≥ 50% of benchmark cover due largely to immature canopy specimens but the cover of reproductively-mature specimens is < 10% of the benchmark cover.

Understorey

Score

15

Category & Description	Score
All strata and lifeforms effectively absent	0
Up to 50% of life forms present	5
≥ 50% to 90% of lifeforms present	10
• of those present, ≥ 50% substantially modified	10
• of those present, < 50% substantially modified	15
≥ 90% of lifeforms present	15
• of those present, ≥ 50% substantially modified	15
• of those present, < 50% substantially modified	20
• of those present, none substantially modified	25



Vegetation Quality Field Assessment Sheet

Version 1.3 - October 2004

Department of Sustainability and Environment

Site Name/No. HZC-2

Location West Sale

Date 24/10/14

Assessor(s) KS & SP

Map Name/No. Aerodrome

AMG _____

Tenure Private EVC Plains Grassy Woodland

Bioregion Gippsland Plains

'Site Condition Score'

Large Trees

Score

0

Category & Description	% Canopy Health*		
	> 70%	30-70%	< 30%
None present	0	0	0
> 0 to 20% of the benchmark number of large trees/ha	3	2	1
> 20% to 40% of the benchmark number of large trees/ha	4	3	2
> 40% to 70% of the benchmark number of large trees/ha	6	5	4
> 70% to 100% of the benchmark number of large trees/ha	8	7	6
≥ the benchmark number of large trees/ha	10	9	8

Large trees are defined by diameter at breast height (DBH) - see EVC benchmark.
 * Estimate proportion of an expected healthy canopy cover that is present (i.e. not missing due to tree death or decline, or mistletoe infestation).

Understorey Life forms

LF Code from EVC benchmark	# spp observed / Benchmark spp.	% cover observed / Benchmark % cover	Present (✓)	Modified (✗)
IF	0 / -	- / 5	X	X
I	0 / 1	- / 5	X	X
MS	0 / 2	- / 10	X	X
SS	0 / 1	- / 1	X	X
PS	2 / 1	1 / 1	✓	X
LH	1 / 1	1 / 5	✓	X
MH	13 / 10	10 / 20	✓	X
SH	3 / 3	5 / 5	✓	X
LTG	2 / 2	10 / 5	✓	X
LNG	0 / 1	- / 10	X	X
MTG	13 / 9	50 / 35	✓	X
MNG	2 / 2	10 / 10	✓	X
BL	- / na	2 / 10	✓	✓
	1	1		
	1	1		
			8/13	1/8

For life forms with benchmark cover of < 10%, considered 'present' if:

- any specimens are observed.

For life forms with benchmark cover of ≥ 10%, considered 'present' if:

- the life form occupies at least 10% of benchmark cover.

For life forms with benchmark cover of < 10%, then considered substantially 'modified' if the life form has either:

- < 50% of the benchmark species diversity; or
- no reproductively-mature specimens are observed.

For life forms with benchmark cover of ≥ 10%, then considered substantially 'modified' if the life form has either:

- < 50% of benchmark cover; or
- < 50% of benchmark species diversity; or
- > 50% of benchmark cover due largely to immature canopy specimens but the cover of reproductively-mature specimens is < 10% of the benchmark cover.

Tree Canopy Cover

Score

0

Category & Description	% Canopy Health*		
	> 70%	30-70%	< 30%
< 10% of benchmark cover	0	0	0
< 50% or > 150% of benchmark cover	3	2	1
≥ 50% or ≤ 150% of benchmark cover	5	4	3

Tree canopy is defined as those canopy tree species reaching ≥ 80% of mature height - see EVC benchmark description.
 * Estimate proportion of an expected healthy canopy cover that is present (i.e. not missing due to tree death or decline, or mistletoe infestation).

Lack of Weeds

Score

7

Category & Description	'High threat' weeds*		
	None	< 50%	> 50%
> 50% cover of weeds	4	2	0
25 - 50% cover of weeds	7	6	4
5 - 25% cover of weeds	11	9	7
< 5% cover of weeds**	15	13	11

* proportion of weed cover due to 'high threat' weeds - see EVC benchmark for guide.
 'High threat' weed species are defined as those introduced species (including non-indigenous 'natives') with the ability to out-compete and substantially reduce one or more indigenous life forms in the longer term assuming on-going current site characteristics and disturbance regime.
 The EVC benchmark lists typical weed species for the EVC in the bioregion and provides an estimate of their 'invasiveness' and 'impact'. In general, those weed species considered to have a high impact are considered 'high threat' regardless of their invasiveness.
 ** if total weed cover is negligible (<1%) and high threat weed species are present then score '1'.

Understorey

Score

15

Category & Description	Score
All strata and lifeforms effectively absent	0
Up to 50% of life forms present	5
≥ 50% to 90% of lifeforms present	10
<ul style="list-style-type: none"> of those present, ≥ 50% substantially modified of those present, < 50% substantially modified 	15
≥ 90% of lifeforms present	15
<ul style="list-style-type: none"> of those present, ≥ 50% substantially modified of those present, < 50% substantially modified of those present, none substantially modified 	20
<ul style="list-style-type: none"> of those present, none substantially modified 	25



Vegetation Quality Field Assessment Sheet

Version 1.3 - October 2004

**Department of
Sustainability and
Environment**

Site Name/No. H2C-3

Location West Sals

Date 27/10/14

Assessor(s) KS a SP

Map Name/No. Aerodrome

AMG _____

Tenure Private

EVC Plains Grassy Woodland

Bioregion Geppesland Plains

'Site Condition Score'

Large Trees

Score

0

Category & Description	% Canopy Health*		
	> 70%	30-70%	< 30%
None present	0	0	0
> 0 to 20% of the benchmark number of large trees/ha	3	2	1
> 20% to 40% of the benchmark number of large trees/ha	4	3	2
> 40% to 70% of the benchmark number of large trees/ha	6	5	4
> 70% to 100% of the benchmark number of large trees/ha	8	7	6
≥ the benchmark number of large trees/ha	10	9	8

Large trees are defined by diameter at breast height (d.b.h.) - see EVC benchmark.

* Estimate proportion of an expected healthy canopy cover that is present (i.e. not missing due to tree death or decline, or mistletoe infestation).

Understorey Life forms

LF Code from EVC benchmark	# spp observed / Benchmark spp.	% cover observed / Benchmark % cover	Present (✓)	Modified (✓)
IT	0 / -	- / 5	✓	-
T	0 / 1	- / 5	✓	-
MS	0 / 2	- / 10	✓	-
SS	0 / 1	- / 1	✓	-
PS	2 / 1	1 / 1	✓	✓
LH	1 / 1	1 / 5	✓	✓
MH	13 / 10	5 / 20	✓	✓
SH	3 / 3	2 / 5	✓	✓
LTG	2 / 2	5 / 5	✓	✓
LNG	0 / 1	- / 10	✓	-
MTG	13 / 9	40 / 35	✓	✓
MNG	2 / 2	15 / 10	✓	✓
BL	- / na	1 / 10	✓	✓
	1	1	8 / 13	2 / 8

For life forms with benchmark cover of < 10%, considered 'present' if:

- any specimens are observed.

Present

For life forms with benchmark cover of ≥ 10%, considered 'present' if:

- the life form occupies at least 10% of benchmark cover.

Modified

(apply only where life form is 'present')

For life forms with benchmark cover of < 10%, then considered substantially 'modified' if the life form has either:

- < 50% of the benchmark species diversity; or
- no reproductively-mature specimens are observed.

For life forms with benchmark cover of ≥ 10%, then considered substantially 'modified' if the life form has either:

- < 50% of benchmark cover; or
- < 50% of benchmark species diversity; or
- ≥ 50% of benchmark cover due largely to immature canopy specimens but the cover of reproductively-mature specimens is < 10% of the benchmark cover.

Tree Canopy Cover

Score

0

Category & Description	% Canopy Health*		
	> 70%	30-70%	< 30%
< 10% of benchmark cover	0	0	0
< 50% or > 150% of benchmark cover	3	2	1
≥ 50% or ≤ 150% of benchmark cover	5	4	3

Tree canopy is defined as those canopy tree species reaching ≥ 80% of mature height - see EVC benchmark description.

* Estimate proportion of an expected healthy canopy cover that is present (i.e. not missing due to tree death or decline, or mistletoe infestation).

Lack of Weeds

Score

4

Category & Description	high threat* weeds*		
	None	< 50%	> 50%
> 50% cover of weeds	4	2	0
25 - 50% cover of weeds	7	6	5
5 - 25% cover of weeds	11	9	7
< 5% cover of weeds**	15	13	11

* proportion of weed cover due to 'high threat' weeds - see EVC benchmark for guide.

High threat* weed species are defined as those introduced species (including non-indigenous 'natives') with the ability to out-compete and substantially reduce one or more indigenous life forms in the longer term assuming on-going current site characteristics and disturbance regime.

The EVC benchmark lists typical weed species for the EVC in the bioregion and provides an estimate of their 'invasiveness' and 'impact'. In general, those weed species considered to have a high impact are considered high threat regardless of their invasiveness.

** If total weed cover is negligible (<1%) and high threat weed species are present then score '11'.

Understorey

Score

15

Category & Description	Score
All strata and lifeforms effectively absent	0
Up to 50% of life forms present	5
≥ 50% to 90% of lifeforms present	10
<ul style="list-style-type: none"> of those present, ≥ 50% substantially modified of those present, < 50% substantially modified 	15
≥ 90% of lifeforms present	15
<ul style="list-style-type: none"> of those present, ≥ 50% substantially modified of those present, < 50% substantially modified of those present, none substantially modified 	20
<ul style="list-style-type: none"> of those present, none substantially modified 	25



Vegetation Quality Field Assessment Sheet

Version 1.3 - October 2004

**Department of
Sustainability and
Environment**

Site Name/No. H2C-4

Location West Sale

Date 24/10/14

Assessor(s) KS + SP

Map Name/No. freedom

AMG _____

Tenure Private EVC Plains Grassy Woodland

Bioregion Gripesland Plains

'Site Condition Score'

Large Trees

Score 0

Category & Description	% Canopy Health*		
	> 70%	30-70%	< 30%
None present	0	0	0
> 0 to 20% of the benchmark number of large trees/ha	3	2	1
> 20% to 40% of the benchmark number of large trees/ha	4	3	2
> 40% to 70% of the benchmark number of large trees/ha	6	5	4
> 70% to 100% of the benchmark number of large trees/ha	8	7	6
≥ the benchmark number of large trees/ha	10	9	8

Large trees are defined by diameter at breast height (DBH)
- see EVC benchmark.

* Estimate proportion of an expected healthy canopy cover that is present (i.e. not missing due to tree death or decline, or mistletoe infestation).

Understorey Life forms

LF Code from EVC benchmark	# spp observed / Benchmark spp.	% cover observed / Benchmark % cover	Present (-)	Modified (-)
IT	0/1	-/5	X	-
T	0/1	-/5	X	-
MS	0/2	-/10	X	-
SS	0/1	-/1	X	-
PS	2/1	1/1	✓	X
LH	1/1	1/5	✓	X
MH	13/10	5/20	✓	✓
SH	3/3	1/5	✓	X
LTG	2/2	2/5	✓	X
LNG	0/1	-/10	X	-
MTG	13/9	20/35	✓	X
MNG	2/2	5/10	✓	X
B-	-/na	1/10	✓	✓
/	/	/	/	/
/	/	/	8/13	2/8

For life forms with benchmark cover of < 10%, considered 'present' if

- any specimens are observed.

Present

For life forms with benchmark cover of ≥ 10%, considered 'present' if

- the life form occupies at least 10% of benchmark cover.

For life forms with benchmark cover of < 10%, then considered substantially 'modified' if the life form has either:

- < 50% of the benchmark species diversity; or
- no reproductively-mature specimens are observed.

Modified

(apply only where life form is 'present')

For life forms with benchmark cover of ≥ 10%, then considered substantially 'modified' if the life form has either:

- < 50% of benchmark cover; or
- < 50% of benchmark species diversity; or
- ≥ 50% of benchmark cover due largely to immature canopy specimens but the cover of reproductively-mature specimens is < 20% of the benchmark cover.

Tree Canopy Cover

Score 0

Category & Description	% Canopy Health *		
	> 70%	30-70%	< 30%
< 10% of benchmark cover	0	0	0
< 50% or > 150% of benchmark cover	3	2	1
≥ 50% or ≤ 150% of benchmark cover	5	4	3

Tree canopy is defined as those canopy tree species reaching ≥ 80% of mature height - see EVC benchmark description.

* Estimate proportion of an expected healthy canopy cover that is present (i.e. not missing due to tree death or decline, or mistletoe infestation).

Lack of Weeds

Score 0

Category & Description	'high threat' weeds*		
	None	≤ 50%	> 50%
> 50% cover of weeds	4	2	0
25 - 50% cover of weeds	7	6	4
5 - 25% cover of weeds	11	9	7
< 5% cover of weeds**	15	13	11

* proportion of weed cover due to 'high threat' weeds - see EVC benchmark for guide.

'High threat' weed species are defined as those introduced species (including non-indigenous 'natives') with the ability to out-compete and substantially reduce one or more indigenous life forms in the longer term assuming on-going current site characteristics and disturbance regime.

The EVC benchmark lists typical weed species for the EVC in the bioregion and provides an estimate of their 'invasiveness' and 'impact'. In general, those weed species considered to have a high impact are considered high threat regardless of their invasiveness.

** if total weed cover is negligible (<1%) and high threat weed species are present then score '13'.

Understorey

Score 15

Category & Description	Score
All strata and lifeforms effectively absent	0
Up to 50% of life forms present	5
≥ 50% to 90% of lifeforms present	10
<ul style="list-style-type: none"> of those present, ≥ 50% substantially modified of those present, < 50% substantially modified 	15
≥ 90% of lifeforms present	15
<ul style="list-style-type: none"> of those present, ≥ 50% substantially modified of those present, < 50% substantially modified of those present, none substantially modified 	20
<ul style="list-style-type: none"> of those present, none substantially modified 	25



12.3 Appendix 3: West Sale Aerodrome Overall Development Plan



C5 - REPORT

GENERAL MANAGER COMMUNITY AND CULTURE

ITEM C5.1**BRIAGOLONG QUARRY RESERVE COMMITTEE OF MANAGEMENT MINUTES**

DIVISION: COMMUNITY & CULTURE
 ACTION OFFICER: MANAGER HEALTHY LIFESTYLES
 DATE: 19 MAY 2015

IMPACTS									
Financial	Communication	Legislative	Council Policy	Council Plan	Resources & Staff	Community	Environmental	Consultation	Risk Management
		✓	✓	✓				✓	

OBJECTIVE

To receive the minutes from the Briagolong Quarry Reserve Committee of Management's Annual General Meeting and Ordinary Meeting held on 23 March 2015.

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

That Council receive the Minutes from Briagolong Quarry Reserve Committee of Management's Annual General Meeting and Ordinary Meeting held on 23 March 2015.

BACKGROUND

The Briagolong Quarry Reserve Committee of Management is a Special Committee of Council under Section 86 of the *Local Government Act 1989* and operates within the provisions of a Council approved Instrument of Delegation.

The objectives of this Committee are:

- To manage, operate and maintain the Briagolong Quarry Reserve for the community in an efficient, effective and practical manner.
- To undertake activities designed to protect, promote, utilise and develop the Briagolong Quarry Reserve for the use and enjoyment of the local community.

As provided under the Committee's Instrument of Delegation the minutes of all meetings are to be presented to Council.

Conflict of Interest. It was noted that conflicts of interest were called for at the commencement of the meeting, with no conflicts being declared.

OPTIONS

Council has the following options:

1. Receive the Minutes from Briagolong Quarry Reserve Committee's Annual General Meeting and Ordinary Meeting held on the 23 March 2015; or
2. Seek further information to be considered at a future Council Meeting.

PROPOSAL

To receive the Minutes from the Briagolong Quarry Reserve Committee of Management's Annual General Meeting and Ordinary Meeting held on 23 March 2015.

CONFLICT OF INTEREST

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

LEGISLATIVE IMPACT

This report is in accordance with Section 91(4) of the *Local Government Act 1989*.

COUNCIL POLICY IMPACT

This report is in accordance with Council Policy 5.3.2 which establishes a framework for the guidance of Council in relation to the roles and responsibilities of Committees.

COUNCIL PLAN IMPACT

The Council Plan 2013-17 Theme 4 Infrastructure states the following strategic objective and related strategy:

Strategic Objectives

Asset and infrastructure that meet current and future community needs.

Strategy 4.2

Ensure assets are managed, maintained and renewed to meet service needs.

CONSULTATION IMPACT

Meetings held by the Briagolong Quarry Reserve Special Committee of Council are open to the public.

8. Committee's Rules for the Reserve (Attached)

9. Forward Planning Strategies

TO FINALISE RELOCATION OF PUMP TO PUMP SHED

RE PAINT SHELTER DUE TO VANDALISM

NEW PICNIC TABLES

EXTRA FIRE PLACES

GENERAL MAINTENANCE PROGRAM

10. Next Calendar Year Meeting Dates

2ND MONDAY OF MARCH, JUNE, SEPTEMBER, DECEMBER

11. Next Annual General Meeting

2ND MONDAY MARCH 2016

Meeting Closed Time:

7.38

5. Reports

5.1 Chairperson's Report (Attached)

5.2 Treasurer's Report (Attached) **THERE IS \$100.70 IN THE BANK**

5.3 User Group Reports

.....

.....

.....

.....

.....

.....

.....

.....

6. Election of Office Bearers

All positions declared vacant.

6.1 Chairperson

Name: **WARRICK BROWN**

Moved:

APPLES

Seconded:

OPHE

CARRIED

6.2 Secretary

VACANT

Name:

Seconded:

CARRIED

6.3 Treasurer

VACANT

Name:

Seconded:

CARRIED

6.4 Special Committee Fact Sheet read **Yes/No**

7. Schedule of Fees

.....

.....

.....

.....

.....

.....

.....

.....

**BRIAGOLONG QUARRY RESERVE
Special Committee of Council**

MINUTES

MEETING DATE: 23/3/2016 MEETING TIME: 7:45

MEETING VENUE: BRIAG PUB

Meeting Opened Time:

1. Present / Apologies

Name	Title	Present / Apology
Peter Cleary	Councillor	APO
Warrick Brown	Chairperson	/
Graeme Appleton		/
Jacob Taylor		/
Jodie Taylor		/
Kaye Whitworth		/
Marty Geaney		APO

Quorum Achieved? Yes No

2. Declaration of Conflicts of Interest

3. Confirmation of Minutes of Previous Meeting (note any corrections)

Moved: APPLES

Seconded: OTHEL

CARRIED /

Chairperson to sign and date previous minutes to be filed by Secretary

4. Business Arising from Previous Minutes

WAITING ON HERRY DYCE TO GET BACK TO US FOR
QUOTE FOR MINOR WORKS

5. Correspondence In

- VALUATION LETTER FROM SHIRE
-
-

6. Correspondence Out – date previous minutes sent to Council

- PREVIOUS MEETINGS MINUTES
-
-

7. Reports

7.1 Chairperson's Report

/

7.2 Treasurer's Report (Attached)

THERE IS \$7012.70 IN THE ACCOUNT

7.3 User Group Reports

/

8. Volunteers

/

9. OHS / Risk / Facility Fault Report

/

10. New Rules of the Committee to be endorsed by Council

11. General Business

BOOKS HAVE BEEN AUDITED AND ~~ON~~ ARE ALL OK
IAN CLUTTERBUCK IS COMPLETING PUMP RELOCATION BY
MID APRIL

WORKING BEE TO BE ORGANISED BEFORE JUNE TO
PAINT SHELTER AND GENERAL WORKS

CLIPSAL GATHERING, OVERNIGHT / WEEKEND CAMP TO BE
HELD IN MAY

12. Next Meeting

Meeting Closed Time: 8.10 PM

These minutes are:

Confirmed as true and correct on
Date

Or

Corrections have been made and noted at the meeting on
Date

Chairperson Signature.....

ITEM C5.2**BRIAGOLONG RECREATION RESERVE COMMITTEE OF MANAGEMENT MEETING NOTES**

DIVISION: COMMUNITY & CULTURE
 ACTION OFFICER: MANAGER HEALTHY LIFESTYLES
 DATE: 19 MAY 2015

IMPACTS									
Financial	Communication	Legislative	Council Policy	Council Plan	Resources & Staff	Community	Environmental	Consultation	Risk Management
		✓	✓	✓				✓	

OBJECTIVE

To receive the Meeting Notes from the Briagolong Recreation Reserve Committees Meeting of 20 April 2015.

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

That Council receive the Meeting Notes from Briagolong Recreation Reserve Committee of Management meeting held on 20 April 2015.

BACKGROUND

The Briagolong Recreation Reserve Committee is a Special Committee of Council under Section 86 of the *Local Government Act 1989* and operates within the provisions of a Council approved Instrument of Delegation.

The objectives of this Committee are:

- To manage, operate and maintain the Briagolong Recreation Reserve for the community in an efficient, effective and practical manner.
- To undertake activities designed to protect, promote, utilise and develop the Briagolong Recreation Reserve for the use and enjoyment of the local community.

As provided under the Committee's Instrument of Delegation the minutes of all meetings are to be presented to Council.

Please Note: At the committee meeting of 20 April 2015 a quorum was not achieved and the minutes are being presented as meeting notes only.

Conflict of Interest. It was noted that conflicts of interest were called for at the commencement of the meeting, with no conflicts being declared.

OPTIONS

Council has the following options:

1. Receive the Meeting Notes from Briagolong Recreation Reserve Committee meeting held on 20 April 2015; or
2. Seek further information to be considered at a future Council Meeting.

PROPOSAL

To receive the Meeting Notes from the Briagolong Recreation Reserve Committee meeting of 20 April 2015.

CONFLICT OF INTEREST

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

LEGISLATIVE IMPACT

This report is in accordance with Section 91(4) of the *Local Government Act 1989*.

COUNCIL POLICY IMPACT

This report is in accordance with Council Policy 5.3.2 which establishes a framework for the guidance of Council in relation to the roles and responsibilities of Committees.

COUNCIL PLAN IMPACT

The Council Plan 2013-17 Theme 4 Infrastructure states the following strategic objective and related strategy:

Strategic Objectives

Asset and infrastructure that meet current and future community needs.

Strategy 4.2

Ensure assets are managed, maintained and renewed to meet service needs.

CONSULTATION IMPACT

Meetings held by the Briagolong Recreation Reserve Special Committee of Council are open to the public.

BRIAGOLONG RECREATION RESERVE

Special Committee of Council

MEETING NOTES

MEETING DATE: 20TH APRIL 2015

MEETING TIME: 7.30PM

MEETING VENUE: BRIAGOLONG RECREATION RESERVE

1. Present/apologies

Name	Title	Representing	Present/Apology
Peter Cleary	Councillor	Wellington Shire Council	Present
Megan Lee		Briagolong Junior Football	Apology
Chris Pleydell		Briagolong Junior Football	Present
Jacob Annear		Boisdale/Briagolong Cricket	Absent
Bradley Mynott		Boisdale/Briagolong Cricket	Apology
Kylie Wright	Secretary	Briagolong & District Pony	Present
Jenny Elliot	President	Briagolong & District Pony	Present
Terri Matthiesson		Community	Apology & Resignation
Stephen Noble		Community	Absent
Vanessa Randle	Treasurer	Briagolong Tennis Club	Present
Mick Pleydell		Briagolong Tennis Club	Absent

Quorum achieved: NO

2. Declaration of conflicts of interest: Not declared

3. Confirmation of minutes of previous meeting:

Moved: No Quorum

Seconded: No Quorum

4. Business arising from previous meeting:

To be discussed next meeting if quorum is achieved.

5. Correspondence in:

- Electricity account: \$3447.33 **PAID**
- Boisdale Glass X 2 accounts: \$450.00 and \$150.00
- MCC Legal firm for Southern Rural Water - \$397.37 **PAID**
- Interruption to electricity supply – all members notified via txt
- Wellington Shire council – Audit – Geoff Hay confirmed it has already been completed, it was an external audit.

- Security - Shire Assessment Criteria
 - Minor Community Projects – Guidelines
- Bookings request from Di Annear

6. Correspondence out -

- Bookings information - hirer information and bookings application to Di Annear.

7. Reports –

7.1 Presidents report –

7.2 Treasurers report -

- Presented by Vanessa – held over to next meeting

7.3 User group reports –

Cricket club –

Football club –

Pony Club –.

Community –

Tennis Club –

Shire –

8. Volunteers:

9. OHS/Risk/Facility Fault report:

- Veranda poles – urgently require attention as rotten and are a safety hazard.
- Kitchen serving door is very heavy and a safety issue if not secured properly.
- Disability access concerns still ongoing re: access to rooms and toilets.

10. New Rules of the Committee: NIL to report

General Business – to be further discussed next meeting if quorum is achieved

- Fuel – each club to buy own fuel, keep tax invoice and get reimbursed by treasurer. Jenny will purchase new Gerry can.

- Jenny still chasing up Defib training.
- Peter – will ask Chris Hasty re: external audit in regards to dangerous veranda poles and guttering.
- Brad – where are we up to with kitchen works??
- Terri – will be sending letter of resignation from committee.

Mtg closed: 9pm

8. Next meeting: 18th MAY 2015 @ 7.30pm

Treasurers Report for meeting held April 2015

Reconciled Statement March 2015

Cash at Bank as at 28/02/2015 19,772.10

Income:

March

Bank Interest	0.60	
WSC - GST return	79.53	
		80.13

Payments:

March

Energy Australia	-943.35	
Elders - Turf seed	-850.00	
Southern Rural Water	-399.65	
Gippsland Water	-109.12	
		17750.11

unpresented chq's & deposits

Reimb. Brad Mynott - safety goggles	-83.00	
Energy Australia - Pump shed	-447.33	
		-530.33

closing balance of accounts to date 17219.78

Cheques to be authorised

Briagolong Hall Committee - rent	150.00	
Bolsdale Glassworks	450.00	
		600.00
Balance Remaining to date...		16619.78

incoming correspondence:

outgoing correspondence:

ITEM C5.3**CAMERON SPORTING COMPLEX COMMITTEE OF MANAGEMENT MINUTES**

DIVISION: COMMUNITY & CULTURE
 ACTION OFFICER: MANAGER HEALTHY LIFESTYLES
 DATE: 19 MAY 2015

IMPACTS									
Financial	Communication	Legislative	Council Policy	Council Plan	Resources & Staff	Community	Environmental	Consultation	Risk Management
		✓	✓	✓				✓	

OBJECTIVE

For Council to receive the minutes from the Cameron Sporting Complex Committee of Management's Ordinary Meetings held on 20 November 2014, 19 February 2015 and 26 March 2015.

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

That Council receive the minutes from the Cameron Sporting Complex Committee of Management's Ordinary Meetings held on 20 November 2014, 19 February 2015 and 26 March 2015.

BACKGROUND

The Cameron Sporting Complex Committee is a Special Committee of Council under Section 86 of the *Local Government Act 1989* and operates within the provisions of a Council approved Instrument of Delegation.

The objectives of this Committee are:

- To manage, operate and maintain the Cameron Sporting Complex for the community in an efficient, effective and practical manner.
- To undertake activities designed to protect, promote, utilise and develop the Cameron Sporting Complex for the use and enjoyment of the local community.

As provided under the Committee's Instrument of Delegation the minutes of all meetings are to be presented to Council and highlight the day to day activities being undertaken by the Committee.

Conflict of Interest: It was noted that conflicts of interest were called for at the commencement of the meetings, with no conflicts being declared.

OPTIONS

Council has the following options:

1. Receive the minutes from the Cameron Sporting Complex Committee of Management's Ordinary Meetings held on 20 November 2014, 19 February 2015 and 26 March 2015; or
2. Seek further information to be considered at a future Council Meeting.

PROPOSAL

That Council receive the minutes from the Cameron Sporting Complex Committee's Ordinary Meetings held on 20 November 2014, 19 February 2015 and 26 March 2015.

CONFLICT OF INTEREST

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

LEGISLATIVE IMPACT

This report is in accordance with Section 91(4) of the *Local Government Act 1989*.

COUNCIL POLICY IMPACT

This report is in accordance with Council Policy 5.3.2 which establishes a framework for the guidance of Council in relation to the roles and responsibilities of Committees.

COUNCIL PLAN IMPACT

The Council Plan 2013-17 Theme 4 Infrastructure states the following strategic objective and related strategy:

Strategic Objectives

Asset and infrastructure that meet current and future community needs.

Strategy 4.2

Ensure assets are managed, maintained and renewed to meet service needs.

CONSULTATION IMPACT

Meetings held by the Cameron Sporting Complex Special Committee of Council are held monthly and are open to the public.



CAMERON SPORTING COMPLEX Special Committee of Council



MINUTES

MEETING DATE: 20th November 2014

MEETING TIME: 8.00 pm

MEETING VENUE: Cameron Sporting Complex

Meeting Open Time: 8.00 pm

1. Present / Apologies

Name	Title	Representing	Present / Apology
Malcolm Hole	Councillor		✓
Brad Spinner	Chairperson	Maffra Gymnastics	✓
Anna Gaw	Treasurer	Community	✓
Tracy Cameron	Secretary	Community	✓
Peter Anderson		Community	✓
Timothy Kemp		Community	
John McLaverty		Maffra Cricket	✓
Yvonne Higgins		Maffra Basketball	✓
Bronwyn Hillbrich		Maffra Hockey	✓
Vacant	Pat Weatherley	Maffra Junior Football	✓

Guests:

Quorum Achieved? Yes

2. Declaration of Conflicts of Interest: Nil

3. Confirmation of Minutes of Previous Meeting (note any corrections)

Moved: Yvonne Higgins

Seconded: Bronwyn Hillbrich

CARRIED

4. Business Arising from Previous Minutes:

1. Exit lights in Stadium – Need to make sure Darren Bennett has checked; one is not working.
2. Rolling of Campbell Street oval surface. Peter has spoken to John Scott.
3. Dogs – Peter has written to Wellington Shire Council to take action. Letter tabled and read.
4. No official correspondence has been received regarding the grant for water/bore. Council will take over the planning and operation of the project. Could be at any time over the next two years. Malcolm will follow up with Council for draft designs. We would like to see a schedule of works planned for the project and consultation.

5. Correspondence In:

Nil

6. Correspondence Out – date previous minutes sent to Council

Wellington Shire – dogs and faeces; require input for signage.

Maffra Cricket Club – conduct of a Maffra CC member and direction to communicate with Cameron Sporting Complex through the official channels and/or representative.

7. Reports

1. Chairperson's Report

Nil

2. Treasurer's Report (Attached)

Written report tabled.

Discussion in Anna's absence.

Question – Payments to come from Maffra Cricket Club, Maffra Junior Football Club and Maffra Hockey Club. Invoices have not yet been sent out; so this will need to be done.

Yvonne has an account to be paid.

Treasurer's Report accepted.

Moved: Yvonne Higgins

Seconded: Peter Anderson

CARRIED

3. User Group Reports

Basketball – all going well; 7 or 8 teams competed in Moe and the U18 boys won. The CBL women have two home games this weekend. Teams are going to Westernport tournament. Two more weeks to go until the brak.

Hockey – still in recess. Move towards getting a synthetic field at Sale and Bairnsdale. There is a meeting in Sale next week.

Cricket – Query regarding the mowing of the ovals being done on Thursdays rather than Fridays. Peter will follow up with the Golf Club.

Gymnastics – Written report attached.

8. Volunteers

9. OHS ? Risk ? Facility Fault Report

10. New Rules of the Committee to be endorsed by Council

11. General Business

1. Guttering between Courts 1 and 2 needs to be looked at. Dirt is coming on to the courts. Fans need to be resealed.
2. Lighting improvements to be carried out at the front of the Stadium.
3. Pavilion door locks on change rooms need to be changed/updated. To be put in to next maintenance schedule for audit works.

12. Next Meeting:

Thursday 19th February 2015 at 8.00 pm

Note: Peter will be an apology for this meeting.



RECEIVED
30 MAR 2015
WELLINGTON
SHIRE COUNCIL

Special Committee of Council

MINUTES

MEETING DATE: ~~18 FEB~~ FEB 2015 MEETING TIME: 7pm

MEETING VENUE: Cameron Sporting Complex

Meeting Open Time: 7pm

RECEIVED
30 MAR 2015
WELLINGTON
SHIRE COUNCIL

1. Present / Apologies

Name	Title	Representing	Present / Apology
Malcolm Hole	Councillor		
Brad Spinner	Chairperson	Maffra Gymnastics	✓
Anna Gaw	Treasurer	Community	✓
Tracy Cameron	Secretary	Community	✓
Peter Anderson		Community	✓
Timothy Kemp		Community	✓
John McLaverty		Maffra Cricket	✓
Yvonne Higgins		Maffra Basketball	✓
Bronwyn Hillbrich		Maffra Hockey	✓
Vacant	Pat Weatherley	Maffra Junior Football	✓

Guests:

Quorum Achieved? Yes

2. Declaration of Conflicts of Interest: Nil

3. Confirmation of Minutes of Previous Meeting (note any corrections)

Moved: Y. Higgins. Seconded: A. Gaw.

CARRIED

4. Business Arising from Previous Minutes:

- 1) Water - Refer to general business.
- 2) All exterior lights good.
- 3) Campbell street eval, all good.
- 4) Any new logs on register - Malcolm.

5. Correspondence In: Nil

6. Correspondence Out - date previous minutes sent to Council

2. Treasurer's Report (Attached)

Moved. A.C.W.

Seconded - J. McLeary carried

3. User Group Reports

- 1) Ball - as attached.
- 2) Junior Football - Pat Wadhvani - President - Mel Hutchinson - S. Kyle Bennett - Treasure. Teams - 10x2 - 12x1 + 14x1 - 16x1 start mid April.
- 3) Hockey in recess - AM Tuesday 24th Feb.
- 4) Cricket - Pink stumps day - Saturday 21st Feb. Malcom to host. 1st grad finals. County week winners - Brett Kenyon, Josh, Josh D.

8. Volunteers Gymnastics - Brad has resigned from Gymnastics. *See Brad Field*

9. OHS ? Risk ? Facility Fault Report

10. New Rules of the Committee to be endorsed by Council

11. General Business

- 1) no communications between Cippondal water & cricket club. no water is to be used.
- 2) yellow bins - Tracy to follow up on how often the cricket one gets emptied.

12. Next Meetings

- 3) Football/Cricket club - electronic score board - Est. metal 18,000 look into grants
- 4) Ring Brian Tice about some maintenance.
- 5) ground work - hard gravel - Road base.
- 6) Painting in complex
- 7) All clubs to write a list of what needs doing. Brad moved - Motion seconded carried!
- 8) the metal left over from roads - Malcolm to follow up.
- 9) Melissa Danton - led lights + Fluor.

meeting closed! 8:15 pm

Next meeting March 19th *Brad*

Special Committee of Council

MINUTES

MEETING DATE: 26th MARCH 2015 MEETING TIME: 8 PM

MEETING VENUE: Cameron Sporting Complex

Meeting Open Time: 8 PM

WELLINGTON
SHIRE COUNCIL
27 APR 2015
RECEIVED

1. Present / Apologies

Name	Title	Representing	Present / Apology
Malcolm Hole X	Councillor		✓
Brad Spinner	Chairperson	Maffra Gymnastics	✓
Anna Gaw	Treasurer	Community	✓
Tracy Cameron X	Secretary	Community	✓
Peter Anderson		Community	✓
Timothy Kemp		Community	✓
John McLaverty		Maffra Cricket	✓
Yvonne Higgins		Maffra Basketball	✓
Bronwyn Hillbrich		Maffra Hockey	✓
Vacant	Pat Weatherley	Maffra Junior Football	✓

Guests: nil

Quorum Achieved? YES

2. Declaration of Conflicts of Interest: nil

3. Confirmation of Minutes of Previous Meeting (note any corrections)
 Moved: Y Higgins Seconded: M. Hole CARRIED

4. Business Arising from Previous Minutes:
- 1) Pat says - committee's responsibility
 - 2) Blue metal - footpath gravel with grade men track.
 - 3) Water - Gippsland water now given permission to use water wh. new supply is organized.
 - 4) Quote from Brian Tice to mine
 - 5) ~~Paint quotes - refer to General Business.~~

5. Correspondence In:
 1) Paint quotes - 2. John McLaverty - Brad Spinner

6. Correspondence Out - date previous minutes sent to Council

2. Treasurer's Report (Attached)

Peter moved report on table + 2nd Sunday

3. User Group Reports

3Ball - newsletter - attached.
Congratulation - Sam Wheeler - selection in U18 Country
Tom Schoot - selection in U16 Country Vic.

Gym - nil

Junior Football - nil

Cricket - nil

Hockey - start April - 15th 2) Hockey + Hockey 19 kids

8. Volunteers

3) Shipping container has been painted

9. OHS ? Risk ? Facility Fault Report

10. New Rules of the Committee to be endorsed by Council

11. General Business

- 1) Peter moved - no action be taken on Sam's letter until pending clarification. 2nd 7. 4. 2015
- 2) Cricket/Football bins ~~emptied~~ emptied weekly
- " " to look into recycle bin

12. Next Meeting:

meeting closed 8:30pm

April 23rd 8pm

Malcolm + Tracy apologies

WARRERON SPORTING COMPLEX - COMMITTEE OF MANAGEMENT
FINANCIAL STATEMENT - MONTH ENDED 28th FEBRUARY 2015

RECEIPTS

	FEBRUARY	Y.T.D.
Shire of Warroona Shire:		
Maintenance Grant		\$ 43,210.00
Capital Works		\$ 2,470.70
Reimbursements:		
Netball Association	\$ 1,161.85	\$ 10,144.35
Gymnastics	\$ 101.05	\$ 5,827.57
Maffra Junior Football Club		
Maffra Cricket Club		
Rentals:		
Maffra Cricket Club		
Tools		\$ 275.00
Netball Club		
Netball Association		
Maffra Junior Football Club		
Miscellaneous Rentals		
And Other Income:		
Miscellaneous		\$ 22.45
IT Reimbursement		\$ 963.94
IT Collected on Receipts	\$ 128.28	\$ 1,871.73
Bank Interest		
Transfers:		
From Investment Acc		\$ 14,000.00
Total Receipts	\$ 1,411.18	\$ 78,785.74
Balance 1st July 2014		\$ 9,416.55
Total		\$ 88,202.29

PAYMENTS

	FEBRUARY	Y.T.D.
Reserve:		
Telstra		
Gippsland Water	\$ 1,767.37	\$ 3,104.58
Origin	\$ 81.21	\$ 356.90
TXU		
Stadium:		
Origin	\$ 52.47	\$ 816.59
Electricity -		\$ 9,313.31
Contract Cleaning:		
Cleaning	\$ 522.45	\$ 12,626.67
Mowing Contract:		
Maffra Golf Club		\$ 7,109.09
Miscellaneous:		
Audit Costs		\$ 300.00
Rubbish Collection	\$ 210.00	\$ 1,819.00
Toilet Supplies	\$ 85.50	\$ 427.50
Maintenance:		
Stadium		\$ 1,289.60
Reserve/Pavilion		\$ 3,122.78
Sundries:		
PO Box Rental		
Postage		
Advertising		
Materials		\$ 117.87
Equipment		
Bank Charges		
Other Expenses:		
GST on Expenses	\$ 95.16	\$ 3,729.92
GST to Shire		\$ 800.90
Transfer:		
To Investment Account		\$ 40,000.00
Total Payments	\$ 2,834.16	\$ 84,934.71
Balance 28th February 2015		\$ 3,267.58
Total		\$ 88,202.29

Bank Reconciliation

Balance as per Bank Statement (copy attached)	\$ 3,936.32
Less un-presented cheques	
Cheque No. 1544	\$ 668.74

Balance as at 28th February 2015 \$ 3,267.58

SAVINGS ACCOUNT**RECEIPTS**

	FEBRUARY	Y.T.D.
Interest	\$ 6.10	\$ 66.39
Transfers In		\$ 40,000.00
Total Receipts	\$ 6.10	\$ 40,066.39
Balance 1st July 2014		\$ 21,054.89
Total		\$ 61,121.28

PAYMENTS

	FEBRUARY	Y.T.D.
Bank Charges		
Transfers Out		\$ 14,000.00
Total Payments	\$ -	\$ 14,000.00
Balance 28th February 2015		\$ 47,121.28
Total		\$ 61,121.28

Bank Reconciliation

Passbook Balance as at 28th February 2015

\$ 47,121.28**ACCOUNT SUMMARY**

Cheque Account	\$ 3,267.58
Savings Passbook	\$ 47,121.28
TOTAL 28th February 2015	\$ 50,388.86

ITEM C5.4**COMMUNITY ASSISTANCE GRANTS – EVENTS AND PROJECTS
MARCH 2015**

DIVISION: LIVEABILITY
 ACTION OFFICER: MANAGER HEALTHY LIFESTYLES
 DATE: 19 MAY 2015

IMPACTS									
Financial	Communication	Legislative	Council Policy	Council Plan	Resources & Staff	Community	Environmental	Consultation	Risk Management
✓	✓		✓	✓		✓	✓	✓	✓

OBJECTIVE

That Council adopt the recommendations to allocate Community Assistance Grants – Events and Projects March 2015 funds as detailed in Attachment A and applicants notified of the outcome of their applications.

PUBLIC QUESTIONS AND COMMENTS FROM GALLERY**RECOMMENDATION**

That Council adopt the recommendations to allocate Community Assistance Grants – Events and Projects March 2015 funds as detailed in Attachment A and applicants notified of the outcome of their applications.

BACKGROUND

The Community Assistance Grants Scheme encourages the development of initiatives in the community in line with Council’s vision, Wellington 2030, and the Council Plan. It aims to build on community capacity, encourage participation in cultural development and support community initiatives that promote participation and working together to maintain our community assets.

Not for profit community groups operating in the Wellington Shire can apply for a Community Assistance Grant of over \$2,000 to \$5,000. There are three funding categories (Facilities, Events and Projects).

Applications that successfully meet the criteria are eligible to be prioritised for funding.

There are two funding rounds for Projects and Events, March and August. There is an annual funding round for Facilities in August.

The following applications were received for the March 2015 funding round (Attachment B):

- 11 Event applications received totalling \$46,129.35
- 12 Project applications received totalling \$49,508.40

Applications are assessed by the Community Assistance Grants Panel (Panel), which is comprised of staff at a management level. The applications are initially assessed against the guidelines and then prioritised using the assessment criteria.

Each application is assessed on its benefit to the community, ability to fulfil a community need, project planning and the capacity of the applicant to deliver the project. The Panel provides advice and recommendations to Council based on the assessment criteria and funding guidelines.

OPTIONS

Council has the following options:

1. Adopt the recommendations to allocate Community Assistance Grants – Events and Projects March 2015 funds as detailed in Attachment A and applicants notified of the outcome of their applications; or
2. Seek further information for consideration at a future meeting of Council.

PROPOSAL

That Council adopt the recommendations to allocate Community Assistance Grants – Events and Projects March 2015 funds as detailed in Attachment A and applicants notified of the outcome of their applications.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

Based on the attached recommended applications, \$53,788.35 will be expended for the March 2015 funding round from the 2014/15 Community Assistance Grants budget.

COMMUNICATION IMPACT

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

COUNCIL POLICY IMPACT

This process is in accordance with Council's Events Policy no. 5.1.4 and Community Assistance Grants Strategy adopted on 21 June 2011.

COUNCIL PLAN IMPACT

The Council Plan 2013-17 Theme 7 Community Wellbeing states the following strategic objective and related strategy:

Strategic Objective

"Enhance health and wellbeing for the whole Community".

Strategy 7.1

"Support access to a range of recreational opportunities for all sectors of the community".

COMMUNITY IMPACT

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

ENVIRONMENTAL IMPACT

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

CONSULTATION IMPACT

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

RISK MANAGEMENT IMPACT

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

RECOMMENDED APPLICATION FOR CAG MARCH 2015 FUNDING ROUND - EVENTS

	Organisation	Title	Project Description	Amount
1	Briagolong Mechanics' Institute Hall Committee of Management	Briagolong Film Festival	The film festival is held over 3 days and the movies selected have an Australian connection. The Short Film program enables local people to showcase their work and be guided by a professional producer.	\$3,129.35
2	Dargo & District Community Group Inc	Dargo Winter Festival	The Dargo Winter Festival celebrates the High Country lifestyle and showcases community talents including song writing, visual arts and fire sculpture.	\$4,000.00
3	Gippsland Mountain Bike Club Inc.	Gippsland 6 Hour Enduro	The Gippsland 6 hour is an endurance mountain bike event held at Blores Hill Mountain Bike Park and forms part of the Victorian Enduro Series.	\$5,000.00 <i>(Not included in total)</i>
4	Heyfield Traders & Tourism Association	Heyfield Food & Wine Festival	A festival with food and wine stalls, entertainment and static displays for the people of Heyfield and surrounding regions to enjoy.	\$4,000.00
5	Sale Amateur Basketball Association	Sale Basketball Tournament	Annual Sale Basketball tournament over the Queen's Birthday weekend. It is open to teams from under 10, 12, 14, 16, 18, men and women.	\$4,000.00
6	Sale & District Agricultural Society Inc	Sale Show 2015	The Sale Show, Gippsland's largest and most well-known agricultural show, highlighting the best produce, craft, cattle, horses and more.	\$4,000.00
7	Yarram Eisteddfod Inc	Yarram Eisteddfod 2015	There will be 81 sections comprising speech, drama, choral, vocal, pianoforte and instrumental. Held over 8 days and nights.	\$4,000.00
	TOTAL			\$23,129.35

RECOMMENDED APPLICATION FOR CAG MARCH 2015 FUNDING ROUND - PROJECTS

	Organisation	Title	Project Description	Amount
1	Balook & District Residents Association	Keeping Local History Alive	A book looking at the role of settlers, schools and soldiers in the early development of the Balook, Blackwarry and Tarra Valley area.	\$3,000.00
2	Friends of the Grand Strzelecki Track	Walking maps update	Detailed Grand Strzelecki Track walking maps need updating for sections where on-ground conditions necessitated track construction along different alignments to what's shown on the maps.	\$3,954.00
3	Gippsland Plains Rail Trail Inc	Wellington Friends of Gippsland Plains Rail Trail	Wellington Friends of Gippsland Plains Rail Trail project will provide volunteers with resources and skills to maintain and improve the trail within the Wellington Shire.	\$5,000.00
4	Loch Sport Community House	Loch Sport Techno Hub Project	Complete overhaul of the out of date IT equipment, which is used by the community.	\$5,000.00
5	Rotary Club of Sale Central	Monday Tucker	Every Monday evening a group of volunteers serve meals to the community.	\$5,000.00
6	Uniting Care Gippsland	Wellington Shire Early Years Parent Directory Reprint	A popular and effective community resource for families with young children. This project aims to update and print a second edition of the directory to continue to link families, particularly vulnerable families, with services and social connections.	\$3,705.00
7	Wellington Shire Heritage Network	Celebrating our Streets Festival	To hold a wide range of activities in townships and communities that research, promote and celebrate the history and heritage of our streets.	\$5,000.00
	TOTAL			\$30,659.00

ALL APPLICATION RECEIVED FOR CAG MARCH 2015 FUNDING ROUND

	Organisation	Title	Project Description	Amount	Category
1	Balook & District Residents Association	Keeping Local History Alive	A book looking at the role of settlers, schools and soldiers in the early development of the Balook, Blackwarry and Tarra Valley area.	\$3,000.00	Project
2	Briagolong Mechanics' Institute Hall Committee of Management	Briagolong Film Festival	Briagolong Film Festival.	\$3,129.35	Event
3	Bug Blitz Trust	Nature Play in the Gardens - Bug Blitz	A fun, active, educational field day, collaborating with local groups engaging grade Prep's to get 'hands on' with the environment, culture, wildlife and community.	\$5,000.00	Event
4	Dargo & District Community Group Inc	Dargo Winter Festival	The Dargo Winter Festival celebrates the High Country lifestyle and showcases community talents including song writing, visual arts and fire sculpture.	\$4,000.00	Event
5	Friends of the Grand Strzelecki Track	Walking maps update	Detailed Grand Strzelecki Track walking maps need updating for sections where on-ground conditions necessitated track construction along different alignments to what's shown on the maps.	\$3,954.00	Project
6	Gippsland Mountain Bike Club Inc	Gippsland 6 Hour Enduro	The Gippsland 6 hour is an endurance mountain bike event held at Blores Hill Mountain Mike Park and forms part of the Victorian Enduro series.	\$5,000.00	Event
7	Gippsland Plains Rail Trail Inc	Wellington Friends of Gippsland Plains Rail Trail	Wellington Friends of Gippsland Plains Rail Trail project will provide volunteers with resources and skills to maintain and improve the trail within the Wellington Shire.	\$5,000.00	Project
8	Gwenfa Hampton Kindergarten	Physical Abilities Improvement Project	Educators are keen to utilise specific equipment to build physical abilities in young children that enhances strength, coordination and muscle tone.	\$4,685.90	Project
9	Heyfield Hospital Ladies Auxillary	Heyfield Hospital Celebrations Cocktail Evening	Heyfield Hospital Ladies Auxillary wishes to host a Cocktail Evening to celebrate the 21st Birthday of Laurina Lodge and the 100th Birthday of Heyfield Hospital.	\$3,000.00	Event
10	Heyfield Traders & Tourism Association	Heyfield Food & Wine Festival	A food and wine festival offering food/wine stalls as well as entertainment and static displays for the people of Heyfield and surrounding regions to enjoy.	\$4,000.00	Event

	Organisation	Title	Project Description	Amount	Category
11	Lions Club of Longford	The Longford Lions Christmas Parade	Street parade down Raymond Street, Sale and toy ru. Market stall and fun day Brennan Park. Community Get Together.	\$5,000.00	Event
12	Loch Sport Community House	Loch Sport Techno Hub Project	Complete overhaul of the out of date IT equipment, which is used by the community.	\$5,000.00	Project
13	Port Albert Progress Association Inc	Port Albert Connect	To purchase a 12-15 seater bus and connect the residents of Port Albert to the World!	\$5,000.00	Project
14	Rotary Club of Sale Central	Monday Tucker	Every Monday evening a group of volunteers serve meals to the community.	\$5,000.00	Project
15	Sale & District Agricultural Society Inc	Sale Show 2015	The Sale Show, Gippsland's largest and most well-known agricultural show, highlighting the best produce, craft, cattle, horses plus so much more.	\$4,000.00	Event
16	Sale & District Agricultural Society Inc	Sun smarting the Sale Showgrounds	Purchase of portable gazebos to provide sun shelter at the Sale Showgrounds throughout the year, including the Annual Sale Show.	\$2,034.50	Project
17	Sale Amateur Basketball Association	Sale Basketball Tournament	Annual Sale Basketball tournament over the Queen's Birthday weekend. It is open to teams from under 10, 12, 14, 16, 18, men and women.	\$4,000.00	Event
18	Sale City Band Inc	Community Event Participation	Participate in community events as requested by Wellington Shire, community groups and service organisations and perform at several concerts throughout the year.	\$5,000.00	Project
19	Sale Women's Support Group	Sale Women's Support Group	Sale Women's Support Group engages, encourages and empowers local women who may be socially isolated due to mental health, chronic pain or lifestyle factors.	\$-	Project
20	Tarra Territory Tourism	Tarra Territory Music Festival	Tarra Territory Inaugural 3 day Music Festival.	\$5,000.00	Event
21	Uniting Care Gippsland	Wellington Shire Early Years Parent Directory Reprint	In 2013 the first edition of the Wellington Early Years Parent Directory was printed which has proven to be a popular and effective resource within the community for families with young children. This project aims to update and print a second edition of the directory as way to continue to link families, particularly vulnerable families, with services and social connections.	\$3,705.00	Project
22	Wellington Shire Heritage Network	Celebrating our Streets Festival	To hold a wide range of activities in townships and communities that research, promote and celebrate the history and heritage of our streets.	\$5,000.00	Project
23	Yarram & District Health Service	Yarram Health Swim Bus	Hydrotherapy program for people recovering from operations,	\$2,129.00	Project

	Organisation	Title	Project Description	Amount	Category
			suffering back injuries or have a chronic illness and are unable to manage other forms of exercise.		
24	Yarram Eisteddfod Inc	Yarram Eisteddfod 2015	Yarram Eisteddfod 2015.	\$4,000.00	Event



D. URGENT BUSINESS



E. FURTHER GALLERY AND CHAT ROOM COMMENTS



F. CONFIDENTIAL ATTACHMENT/S

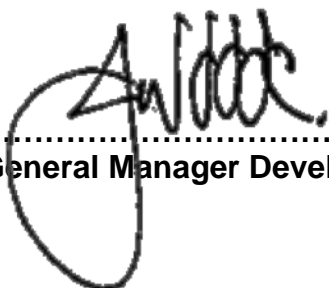
F. CONFIDENTIAL ATTACHMENT/S



**ORDINARY COUNCIL MEETING
19 MAY 2015**

On this 4th day of May 2015, in accordance with Section 77 Clause (2)(c) of the *Local Government Act 1989*; I, John Websdale declare that the information contained in the attached document **ITEM C3.1 PROPOSED TENDER AWARD MUNICIPAL POUND AND ANIMAL SHELTER SERVICES** is confidential because it relates to the following grounds under Section 89(2) of the *Local Government Act 1989*: d) contractual matters

d) *contractual matters*



.....
General Manager Development



ORDINARY COUNCIL MEETING 19 MAY 2015

On this day 04 May 2015, in accordance with Section 77 Clause (2) (c) of *the Local Government Act 1989*; I, Chris Hastie General Manager Built and Natural Environment declare that the information contained in the attached document

ITEM C4.1 WEST SALE AIRPORT EASTERN RECREATION AVIATION PRECINCT FREEHOLD LAND DEVELOPMENT is confidential because it relates to the following grounds under Section 89(2) of the *Local Government Act 1989*:

h) any other matter which the Council or special committee considers would prejudice the Council or any person;

.....
Chris Hastie General Manager Built and Natural Environment



G. IN CLOSED SESSION

G. IN CLOSED SESSION

That the meeting be closed to the public pursuant to Section 89(2) of the Local Government Act 1989 to consider:

- a) personnel matters***
- b) the personal hardship of any resident or ratepayer***
- c) industrial matters***
- d) contractual matters***
- e) proposed developments***
- f) legal advice***
- g) matters affecting the security of Council property***
- h) any other matter which the Council or special committee considers would prejudice the Council or any person***