



**WELLINGTON**  
SHIRE COUNCIL  
*The Heart of Gippsland*

## **Council Meeting Agenda**

**Meeting to be held at**

**Wellington Centre – Council Chamber**

**Foster Street, Sale**

**Tuesday 19 June 2018, commencing at 6pm**

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# ORDINARY MEETING OF COUNCIL – 19 JUNE 2018

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## Council Meeting Information

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

*Members of the public who are not in attendance at the Council meeting but who wish to communicate with the Council via the 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 JUNE 2018

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**OBJECTIVE**

To adopt the minutes of the Ordinary Council Meeting of 5 June 2018.

**PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY**

**RECOMMENDATION**

*That Council adopt the minutes and resolutions of the Ordinary Council Meeting of 5 June 2018.*

**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**





## **A - PROCEDURAL**

### **A6 ACCEPTANCE OF LATE ITEMS**



## **A - PROCEDURAL**

### **A7 NOTICE/S OF MOTION**

**ITEM A7 (1)****NOTICE OF MOTION**

OFFICER:

COUNCILLOR GARRY STEPHENS

DATE:

19 JUNE 2018

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I, Councillor Garry Stephens, hereby give of my intention to move the following motion at the Ordinary Meeting of Council on 19 June 2018:

***That the Chief Executive Officer write to Swinburne University congratulating them on:-***

- a) their action plan that will ensure the continuation of qualified graduates as Environmental Health Officers (EHO) in Victoria; and***
- b) the establishment of student scholarships, which will aid the promotion of EHO as a career path.***

**BACKGROUND**

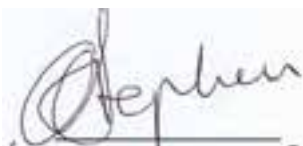
In May 2018 Wellington Shire Council was made aware of Swinburne University's proposed discontinuation of the Public and Environmental Health major of the Bachelor of Health Sciences. This is the only remaining environmental health course in Victoria.

Wellington Shire Council employs one full-time Coordinator Environmental Health, three full-time Environmental Health Officers and one part-time Senior Environmental Health Officer.

Environmental health is a broad, multi-level discipline which is vital for many facets of Council operations. There should be no interruption to local government's ability to meet its statutory obligations. It is a requirement of the *Public Health and Wellbeing Act 2008* for all councils in Victoria to have a suitably qualified Environmental Health Officer.

Whilst Federal and State governments hold responsibility to ensure the health and wellbeing of the population, it is local government that directly delivers the services that protect the community from issues such as contamination of food, water or land, or inadequate waste disposal.

The discontinuation of this major would have impacted the supply of a Victorian qualified Environmental Health Officer workforce. However, on Friday 8 June 2018 Swinburne University advised that they have prepared an action plan that will ensure continuation of qualified graduates as Environmental Health Officers in Victoria.

**COUNCILLOR GARRY STEPHENS**

Dated: 12 June 2018



## **A - PROCEDURAL**

### **A8 RECEIVING OF PETITIONS OR JOINT LETTERS**

**ITEM A8(1)**

**OUTSTANDING PETITIONS**

ACTION OFFICER

GOVERNANCE

DATE:

19 JUNE 2018

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ITEM	FROM MEETING	COMMENTS	ACTION BY
NIL			



## A - PROCEDURAL

### **A9 INVITED ADDRESSES, PRESENTATIONS OR ACKNOWLEDGEMENTS**



## **A - PROCEDURAL**

### **A10 QUESTIONS ON NOTICE**



## **A - PROCEDURAL**

# **A11 MAYOR and COUNCILLOR ACTIVITY REPORT**



**ITEM A11(1)****MAYOR AND COUNCILLOR ACTIVITY REPORT**

OFFICER:

COUNCILLOR CAROLYN CROSSLEY

DATE:

19 JUNE 2018

**RECOMMENDATION***That the Mayor and Councillor Activity report be noted.*

5 May to 1 June

15 May	Alcohol and Drug Foundation information session: Pharmaceutical Misuse, Sale	Mayor Crossley, Cr Hole, Cr Stephens, Cr Maher and Cr Ripper attended
16-18 May	Rural Councils Victoria conference, Lakes Entrance	Mayor Crossley and Cr McCubbin attended
18 May	Roundtable Discussion hosted by The Hon. Premier Daniel Andrews MP, Morwell	Mayor Crossley attended
	MAV State Council meeting, Melbourne	Cr Hole attended
19 May	Heyfield Steam Rally event, Heyfield	Mayor Crossley attended
20 May	Sale RSL: Remembrance Service, Sale	Mayor Crossley attended
21 May	Guthridge Primary School Walk to School Awards, Sale	Cr Rossetti attended
	Dargo Neighbourhood House Volunteer Week event, Dargo	Cr Ripper attended
	Heyfield Traders and Tourism Association Strategic meeting, Heyfield	Cr Hole attended
22 May	Small Business Breakfast event, Yarram	Cr Stephens and Cr Maher attended
23 May	Maffra Business Breakfast event, Maffra	Mayor Crossley and Cr Ripper attended
	Bike Ed Launch, Sale	Mayor Crossley attended
	Heyfield Community Resource Centre Volunteer Week event, Heyfield	Cr Hole attended
	Yarram Neighbourhood House Volunteer Week event, Yarram	Cr Stephens attended

	Briagolong Community House Volunteer Week event, Briagolong	Cr Ripper attended
24 May	Gippsland Shared Services – All Councillor workshop, Traralgon	Mayor Crossley, Cr McCubbin, Cr Hole, Cr Bye, Cr Stephens and Cr Maher attended
	Maffra Neighbourhood House Volunteer Week event, Maffra	Cr Ripper attended
25 May	Meeting with EPA Chief Environmental Scientist - Dr Andrea Hinwood, Sale	Mayor Crossley attended
	Meeting with Latrobe Valley Authority Chief Executive Officer, Ms Karen Cain, Traralgon	Mayor Crossley attended
	Gippsland Art Gallery Exhibition Opening, Sale	Mayor Crossley attended
26 May	Unveiling of Replica Fe2b Plane, Yarram	Mayor Crossley, Cr Stephens, Cr Maher and Cr Ripper attended
	Volunteer Thank-you Day, Sale	Cr McCubbin and Cr Bye attended
	Wellington History Network meeting, Yarram	Mayor Crossley attended
27 May	Giffard West Hall Centenary, Giffard West	Cr Stephens attended
28 May	Rosedale Neighbourhood House Community Planning meeting, Rosedale	Mayor Crossley attended
	Star of the South Community Conversation, Yarram	Cr McCubbin, Cr Stephens and Cr Maher attended
30-31 May	2018 Future of Local Government Conference, Melbourne	Cr Hole attended
31 May	New Professional Civic Reception, Sale	Mayor Crossley, Cr McCubbin and Cr Ripper attended

**COUNCILLOR CAROLYN CROSSLEY  
MAYOR**



## **A - PROCEDURAL**

# **A12 YOUTH COUNCIL REPORT**

OFFICER: YOUTH MAYOR

DATE: 19 JUNE 2018

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**RECOMMENDATION*****That Council receive the Youth Mayor's Quarterly Report.***

Good evening Councillors

I'd like to begin by acknowledging the Traditional Owners of this land, the Gunaikurnai people, and pay my respects to their elders' past, present and future.

During this first quarter, the Youth Council has been operating at a reduced capacity in the lead up to the first financial year term, however, we have been busy engaging and working with young people from across a number of youth platforms and achieved great things.

In February, we facilitated the first annual Step Up! Youth Summit with three past Youth Councillors and ten other young people motivated to make a change and give young people a voice. 72 participants from ages 12 – 25 travelled from across the shire to attend the event. This opportunity allowed us to engage broadly with young people, find out what is important to our peers, and encouraged collaboration to get things done.

Out of the summit, two projects were identified with overwhelming support to explore further; establishing a mobile youth space and advocating for a shire-wide anti-bullying campaign, to be led by students at Yarram Secondary School. These projects, as well as the other ideas that came out of the day, will guide Youth Council action into the next year.

We held the 'Youth Fest' as Wellington's Victorian Youth Week event, in conjunction with the YMCA Regional Skate Finals. The event showcased the talent of young people living within the Wellington Shire through the running of the skate competition, art workshops, market stalls and a live music stage. We had a great turnout and the feedback from the community has been positive.

Propellor, Wellington's music focussed FReeZA group, have been supporting us at all of our events, as well as hosting their own gigs. They've organised and facilitated open mic nights and jam sessions, and are currently planning Wellington's Battle of the Bands event, 'Down the Alley #3' to be held during next quarter.

The Wellington Youth Art Prize application period has officially closed with judging to take place in the coming week before the exhibition opening at the Maffra Art Space on Thursday 14 June. We have received many quality entries, all of which exhibit great talent and effort.

We're also excited about next years' exhibition which will take place in one of the galleries at the Gippsland Art Gallery in Sale.

Interviews for the 2018/19 Youth Council are being held this week with the new Youth Council to begin their term with a planning retreat at The Barn in Coonawarra during the school holidays.

I'd like to take this opportunity to thank all Councillors for their support and mentorship throughout the past year. I believe that the Wellington Shire Youth Council is an important platform for young people to invest in their personal growth and instigate positive change in the community, and without the Council's continued support, these opportunities wouldn't be possible.

I hope this respected relationship between the two groups will continue into the future.

**ALEXANDRA NAIR**  
**Youth Mayor**



## **B –REPORT**

# **DELEGATES**



# C1 - REPORT

# CHIEF EXECUTIVE OFFICER

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

OFFICER: CHIEF EXECUTIVE OFFICER

DATE: 19 JUNE 2018

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**RECOMMENDATION***That the Chief Executive Officer's Report be received.*

- 18 May Attended a Roundtable Discussion hosted by **The Hon Premier Daniel Andrews MP**, Morwell. Also in attendance was Mayor Crossley. The session included a range of key Gippsland leaders and government representatives, who provided the Premier with feedback on many of the state's programs, particularly those auspiced through the Latrobe Valley Authority.
- Attended the Gippsland Skilled and Business Migration Program, Traralgon.
- 22 May Attended a Committee for Wellington Annual General meeting, Sale. Council maintains an excellent partnership relationship with the Committee and joined in welcoming the incoming President Justine Andrews.
- Met with Department of Environment, Land, Water & Planning Regional Director Mr. Steven Chapple to discuss Climate Change adaption, Traralgon.
- Held a teleconference with RMIT Professor Peter Coloe to discuss West Sale Airport prospects.
- 23 May Attended the Maffra Business & Tourism Association Breakfast event, Maffra. Also in attendance was Mayor Crossley and Cr Ripper.
- Met with Rosedale Chamber of Commerce representatives in Rosedale to discuss their upcoming Man Cave Market event.
- 24 May Met with Councillors and officers from Bass Coast Shire, East Gippsland Shire and South Gippsland Shire in Traralgon to discuss possible shared services approaches
- Attended Regional Development Victoria Gippsland's monthly meeting, Traralgon.
- 25 May Met with Environment Protection Authority Chief Environmental Scientist, Dr Andrea Hinwood to discuss per-and polyfluorinated alkyl substances (PFAS). Also in attendance was Mayor Crossley. Dr Hinwood and her team advised us of a number of their preliminary findings from their studies including:-
- PFASS standards in birds tested at the Heart Morass sit exceeded standards against similar birds tested in uncontaminated sites;
  - 29 samples had been taken from the Heart Morass site;
  - The EPA was sampling Lake Wellington (sediment, water and soil)
  - Sampling was a very expensive process, but the government was committed to pursuing the testing.



The EPA will continue to provide Council with updates as they come to hand.

Met with Latrobe Valley Authority Chief Executive Officer, Ms. Karen Cain with Mayor Crossley.

Met with Leigh Kennedy, Regional Development Victoria Gippsland Director.

29 May

Met with Sale Police Inspector Scott Brennan, Sale.

3 June

Attended the Worksafe Matchday Function held at the Boisdale Briagalong vs Stratford football game held in Boisdale. In attendance was Cr Ripper and Cr Hole.

4 June

Met with Latrobe Valley Authority Chief Executive Officer, Ms Karen Cain alongside Mayor Carolyn Crossley.

12 June

Met with Federation Training Interim CEO, Grant Radford and Executive Director, Tim Weight to discuss Federation Training.

Meeting with representatives of the John Leslie Foundation.

Attended the Rotary Club of Sale and Sale Central Changeover Dinner, Sale.

14 June

Meeting with Member for Eastern Victoria Region, **Ms Melina Bath MLC** alongside Deputy Mayor Ian Bye.

17 – 20 June

Attending the National General Assembly of Local Government in Canberra alongside Cr Malcolm Hole.

**ITEM C1.2****MAY 2018 PERFORMANCE REPORT**

DIVISION: CHIEF EXECUTIVE OFFICE  
 ACTION OFFICER: CHIEF EXECUTIVE OFFICER  
 DATE: 19 JUNE 2018

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

**OBJECTIVE**

For Council to receive and note the May 2018 Council Performance Report.

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

*That Council receive and note the May 2018 Council Performance Report as attached.*

**BACKGROUND**

The May 2018 Council Performance Report comprises key highlights towards achievement of the 2017-21 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 May 2018 Performance Report, Council can resolve to either:

1. Receive and note the May 2018 Council Performance Report; or
2. Not receive and note the May 2018 Council Performance Report and seek further information for consideration at a later Council meeting.

**PROPOSAL**

That Council receive and note the attached May 2018 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 May 2018 Council Performance Report has been prepared in the context of existing Council policies.

## **COUNCIL PLAN IMPACT**

Strategic Objective 6.3 states that Council will:

*"Maintain a well governed, transparent, high performing, ethical and accountable organisation"*

Strategy 6.3.3 states that Council will:

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

Strategy 6.2.2 states that Council will:

*"Actively engage with both internal and external stakeholders to appropriately inform about council business"*

# MAY 2018 PERFORMANCE REPORT

## MAY 2018 COUNCIL PLAN HIGHLIGHTS

### ***Federation TAFE funding***

State Government allocated \$25 million in the State Budget for the new Federation Training campus at the Port of Sale. Council has lobbied consistently for the new campus and has, for some years, worked with local business, industry and community members to highlight the need for the new TAFE campus in Sale.

### ***Upgrade to Briagolong facilities***

The Briagolong Recreation Reserve is set for an upgrade, with funding announced for the design works and construction. The project will include a changeroom upgrade; renovated kitchen and public amenities; a new multipurpose meetings space; renovated unisex umpires change facilities; and storage.

Wellington Shire Council will provide \$627,862 towards the redevelopment, the State Government's Community Sports and Infrastructure Fund providing \$100,000 and the Briagolong community contributing \$40,000.

### ***New Bike Ed Trailer***

Wellington Shire Council launched its new Bike Ed trailer which will be used by local school children. The Bike Ed program is funded by VicRoads and assists children aged nine to 13 develop the skills they need to ride safely on roads and paths. The Wellington Bike Ed Trailer was funded by a Traffic Accident Commission grant with Bicycle Network Victoria also funding \$5,000 towards purchasing bicycles for the trailer.

### ***Art Gallery Updates***

A new director for the Gippsland Art gallery was appointed this month who will become the seventh director in the Gippsland Art Gallery's history since it opened its doors in 1965, originally as the Sale Regional Art Centre.

New exhibitions from Pat Waters, Frank Mesaric, Leonie Ryan and Annemieke Mein opened during May and Life Drawing classes resumed.

Gallery attendances remain strong with 28,286 visitors for the year to date.

### ***Food for the Mind***

Lifelong Learning in the Library, Food for the Mind program has been very popular at both the Yarram and Heyfield Libraries. The program is being run in partnership with the Community Wellbeing unit using Age-friendly funding. The program deals with free public access to university and online information.

### ***Bicycle training 'PUMP'***

GRSC hosted the bicycle training 'PUMP' track and public awareness launch of the Wellington based 'Bike Ed' community bicycle trailer. Over two days, approximately 200-250 students from three local primary schools took part.

### ***'Tiny Dribblers' program***

The 'Tiny Dribblers' basketball skills program held at Gippsland Regional Sports Complex (GRSC) for pre-schoolers with 67 children enrolled across the two sessions offered. This surpassed the target enrolment numbers for the six-week trial program. Support for this program was provided by Coles in the form of fruit donations and awards were supplied by the Commonwealth Bank. Interest has been expressed for this program to be a regular pre-school activity.

### ***New hot water system for Aqua Energy***

Removal, replacement and recommissioning of the solar hot water system was completed at Aqua Energy. The new 'evacuated tube technology' system commenced operating immediately and is already providing a pre-heat benefit to the domestic hot water and pool heating systems.

### ***Centenary celebrations***

Giffard West Hall celebrated its 100<sup>th</sup> year. It was a great turnout by many generations of the community that have supported, used and loved this Hall over many years. A great example of a strong, passionate community and the value of a space that allows people to come together.

### ***Infrastructure projects update***

- Cowwarr Recreation Reserve Change Room Redevelopment construction was completed.
- Sale Tennis designs are going through the final process.
- Design tender for the Cameron Sporting Complex redevelopment was awarded to Etch.
- Schematic Design works commenced for Stephenson Park Change Rooms and Pine Lodge Tennis Courts.
- Stage 2A synthetic pitch, pavilion and carpark extension project at GRSC is progressing well and on schedule.

### ***Community Managed Places Fund***

Funding confirmed for Gordon Street netball courts, cricket nets and oval lighting, and Gormandale Netball oval lighting through the Community Managed Places Fund.

### ***Emergency Management Plans reviewed***

The following Emergency Management plans have been reviewed/updated and endorsed and will be available on the Council website from June:

- Municipal Emergency Management Plan V3.0
- Municipal Heat Health Plan V2.3
- Municipal Pandemic Influenza Plan V5.4
- Bushfire Places of Last Resort Plan V7.0 (formerly titled Neighbourhood Safer Places – Place of Last Resort Plan)

### ***Delegations of Authority***

A new module will be added to our Corporate Planning & Reporting System, Pulse, to upload all Delegations of Authority across the organisation. The Delegations module is designed not only to act as a register for organisation's delegations but also serve as a tool for acknowledgement and tracking delegation executions. To maintain legislative rigor, the built-in compliance register offers the ability to store compliances and link them to relevant delegations replacing the current manual process.

### ***Finance System Upgrade***

The compliance upgrade of Council's Finance system was successful. This upgrade was undertaken to improve processes and enable ATO requirements for procurement and payroll reporting.



# MAY 2018 PERFORMANCE REPORT

**OPERATING RESULT STATEMENT**  
For the period ending 31 May 2018

	YEAR TO DATE 2017-18			FULL YEAR 2017-18		
	Actual	Full Year Forecast	Variance	Adjusted Budget	Adopted Budget	Variance
	\$000's	\$000's	\$000's	\$000's	\$000's	\$000's
<b>Income</b>						
Rates and charges	59,088	58,501	(413)	59,627	56,670	2,957
Statutory fees & fines	831	822	9	729	729	-
User fees	5,834	6,782	(948)	6,533	6,533	-
Grants - operating	8,662	15,111	(6,449)	8,256	7,746	510
Grants - capital	6,546	12,435	(5,889)	16,205	15,987	218
Contributions - monetary	403	753	(350)	223	213	10
Contributions - non monetary	329	260	69	260	-	260
Net gain/loss on disposal of property, infrastructure, plant & equipment	288	317	(29)	241	151	90
Other income	3,920	4,824	(904)	4,115	2,909	1,206
<b>Total Income</b>	<b>85,901</b>	<b>100,805</b>	<b>(14,904)</b>	<b>96,189</b>	<b>90,938</b>	<b>5,251</b>
<b>Expenditure</b>						
Employee costs	22,892	25,275	2,383	25,856	25,928	72
Contractors, materials and services	23,037	30,319	7,282	31,081	29,493	(1,588)
Bad and doubtful debts	-	86	86	86	86	-
Depreciation and amortisation	21,500	24,405	2,905	24,246	21,676	(2,570)
Borrowing costs	385	424	39	505	505	-
Other expenses	2,458	2,383	(95)	834	687	(167)
<b>Total Expenditure</b>	<b>70,272</b>	<b>82,872</b>	<b>12,600</b>	<b>82,608</b>	<b>78,355</b>	<b>(4,253)</b>
<b>Surplus for the period (Inc. Capital)</b>	<b>15,629</b>	<b>17,933</b>	<b>(2,304)</b>	<b>13,581</b>	<b>12,583</b>	<b>998</b>
<b>Other comprehensive income</b>						
Net asset revaluation increment	8,720	8,720	-	-	-	-
<b>TOTAL COMPREHENSIVE RESULT</b>	<b>24,349</b>	<b>26,653</b>	<b>(2,304)</b>	<b>13,581</b>	<b>12,583</b>	<b>998</b>

Note: Council must however report publicly against the original adopted budget on a quarterly basis.

**YTD Results Vs Prediction (Full year Forecast)**

The operating results at the end of May 2018 reflects a surplus of \$ 15.6 million. The 30 June forecast presently is \$17.9 million surplus. Which is higher than the initial adopted budgeted surplus of \$12.5 million, primarily due to the Commonwealth Government indicating that 50% of the 2018/19 financial assistance grant allocations of (approximately \$6.3 million) will be brought forward to the current financial year and paid before 30 June 2018.

Significant factors for this variance are:

**Income (Present variance to Forecast)**

- (\$0.95 million)** The bulk of the user fees relates to two months of commercial tipping fees of \$368k for waste management services to be received this year. Other major forecast income includes; one month of leisure centre fees of \$177k and EBBWEC ticket sales of \$119k for the remainder of the year ending 30 June. Other main charges yet to be raised from Saleyard operations and shared services reimbursements amounts to \$136k.
- (\$6.45 million)** The Commonwealth Government has indicated that 50% of the 2018/19 financial assistance grant allocations of (\$6.3m) will be brought forward to the current financial year and paid before 30 June 2018. Other operating grant funding expected to be received includes immunisation, arbovirus and for number of other minor projects. Funding for supplementary valuations raised during the year are expected by 30 June. Grant funding for Gormandale Lighting Upgrade of \$317k has been received earlier than expected, which was budgeted for 2018/19.

#### Income continued

- \$5.89 million** The receipt of Roads to Recovery funds is based on proposed timing of infrastructure upgrades, with a further \$2.5 million expected to be received as projects progress. Other major capital grants yet to be received include: Port of Sale Cultural Hub \$1.0 million, Rosedale revitalisation project \$1.0 million and West Sale Airport Runway extension project \$0.5 million, ORSC stage 2A \$0.5 million and Boisdale Neary Road construction \$0.4 million.
- \$8.35 million** Monetary contributions yet to be received towards Botanic Garden development, Sale tennis club upgrades, public open spaces and for few minor capital projects.
- \$8.99 million** The majority of other income represents donations to be received towards Port of Sale Cultural Hub of \$72k and Gippsland Regional Sporting Complex of \$250k. Rental income predicted from Council properties for the remainder of the year is approximately \$73k.

#### **Expenditure (YTD Variance to Full year Forecast)**

- **\$2.49 million** The majority of the remaining employee costs relates to salaries to be incurred for the final month of June 2018 including a year end accrual. It is anticipated there will be some minor savings in employee associated costs due to staff vacancies and timing of leave taken by the staff. But part of these underspends will be offset by the use of agency staff to backfill vital customer service operations.
- **\$7.38 million** Contractors, materials and services yet to be expended are primarily for:
  - a. **\$1,054k** - This includes two months of waste management services such as kerb collection charges, landfill/transfer station operational costs, new recycling process charges and six months of EPA landfill levy payable.
  - b. **\$309k** - Contributions and operating subsidies towards health services and community projects yet to be finalised and paid.
  - c. **\$732k** - Utility charges payable for the remainder of the year. There is a slight increase in electricity and gas charges associated with new contracts for major facilities.
  - d. **\$730k** - Expenditure associated with software maintenance and IT projects which have been delayed as the completion of major capital IT projects such as the Wellington Centre have taken priority. A number of planned projects will commence in the last quarter or have been deferred to 2018/19.
  - e. **\$557k** - Contractor and materials expenditure yet to be expended for ongoing road infrastructure maintenance.
  - f. **\$289k** - Expenditure yet to be spent mainly on maintenance of parks and reserves, trees and other seasonal expenditure such as litter bins and management of native vegetation.
  - g. **\$230k** - Kilmory landfill rehabilitation works is nearly complete awaiting EPA approval to commence final topsoil covering.
  - h. **\$220k** - Works for the pedestrian at-grade crossing over the railway line at Raglan St are almost complete. The Cobains road roundabout project is practically complete with final landscaping to be done.
  - i. **\$221k** - Consultant expenditure that will be expended on various planning and community projects by 30 June.
  - j. **\$190k** - The Cowwar Recreation Reserve Clubroom Redevelopment is progressing with finalisation in June 2018.
  - k. The majority of the remaining underspends are distributed over many small amounts such as maintenance of infrastructure and facilities, emergency management and community programs and other special projects.
- **\$2.90 million** Depreciation and amortisation charges (non cash) for June 2018 are yet to be processed with the final calculations to be determined as part of the year end completion.

#### **Full year Forecast Actual to Adjusted Budget**

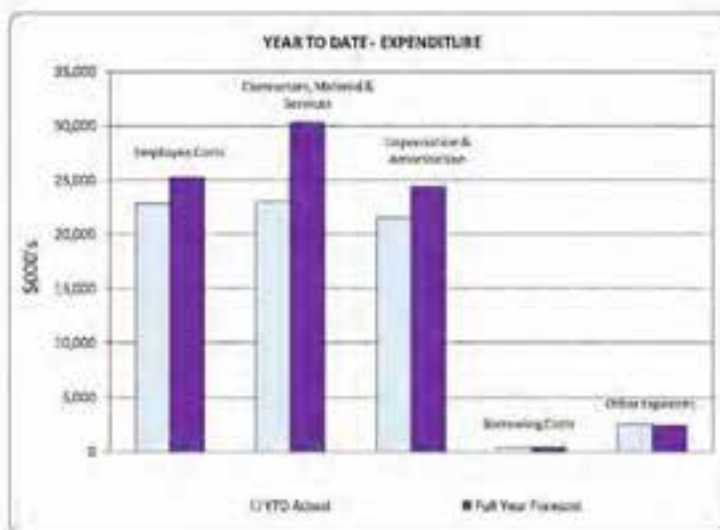
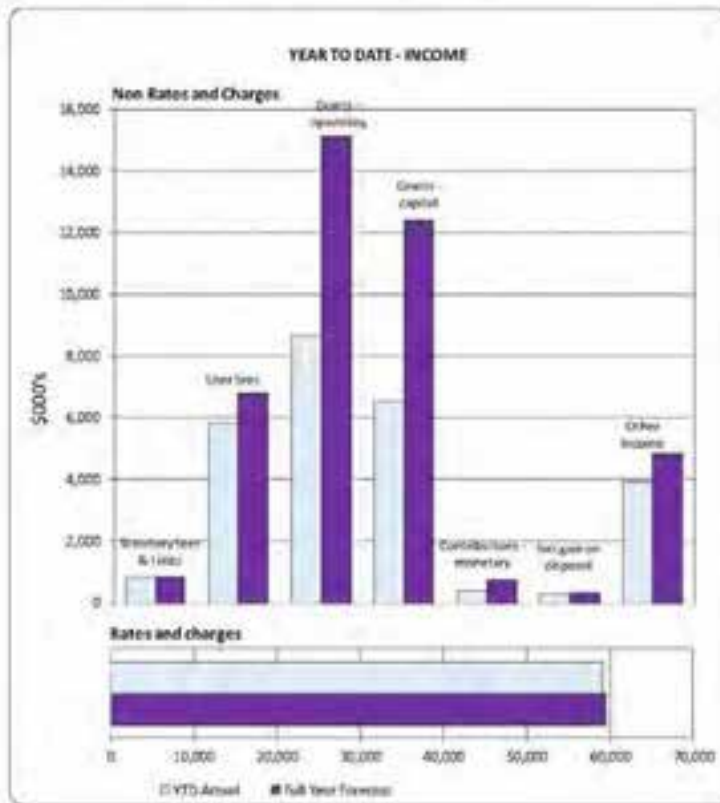
The operating result projected for 2017/18 financial year reflects an increase in surplus of \$4.3 million against the adjusted budget surplus of \$13.6 million. The majority of the variation relates to Council expected to receive 50% of its estimated 2018/19 VGC allocation of \$6.3 million in June 2018. This is partly offset by the deferral of capital funding for West Sale Airport - Runway Extension (\$3.0 million) to 2018/19.

Overall material and services costs are forecast to decrease within the organisation by approximately \$702k. The forecast also includes the impact of the increased recycling costs resulting from China's ban on the importation of certain materials in their present form. Council will receive some grants to partly offset only the 2017/18 costs. It is anticipated to generate savings of \$0.6 million in employee related costs which will be partially offset by additional agency staff expenditure.

The impact on the final result for "non-cash" entries such as depreciation, non monetary contributions, recognition and derecognition of assets cannot be determined until all 2017/18 entries have been processed.



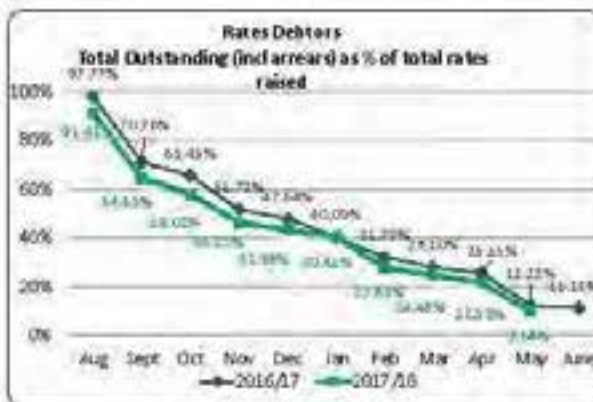
## MAY 2018 COMPONENTS AT A GLANCE



## BALANCE SHEET

As at 31 May 2018

Actual		Actual	Year End Forecast	Adopted Budget
May 17		May 18	June 18	June 18
\$000's		\$000's	\$000's	\$000's
<b>Assets</b>				
68,075	Total Current Assets	75,943	73,477	52,544
905,908	Total Non Current Assets	865,643	874,101	941,344
<b>974,983</b>	<b>Total Assets</b>	<b>941,586</b>	<b>947,578</b>	<b>993,988</b>
<b>Liabilities</b>				
11,283	Total Current Liabilities	10,065	14,552	14,560
10,121	Total Non Current Liabilities	13,876	13,778	12,638
<b>21,404</b>	<b>Total Liabilities</b>	<b>23,941</b>	<b>28,431</b>	<b>27,198</b>
<b>953,479</b>	<b>Net Assets</b>	<b>917,645</b>	<b>919,147</b>	<b>966,790</b>



The rate debtors outstanding at the end of May 2018 were \$5.4 million (9.8%) compared to May 2017 of \$7.4 million (12.2%).

Council has been focused on its debt collection process.

The final rate instalment for the 2017/18 year was due on 31 May 2018.



Council cash holdings at the end of May 2018 of \$69.9 million is above the May 2017 balance of \$60.7 million.

The current cash holdings includes restricted funds of \$5.8 million to reserves, \$12.0 million to cover provisions, and \$10.9 million associated with the operating and capital carried forwards.

The balance is generally working capital for ongoing operations.

*Restricted cash is a money that is reserved for a specific purpose and therefore not available for general business use.*

## CAPITAL EXPENDITURE PROGRAM

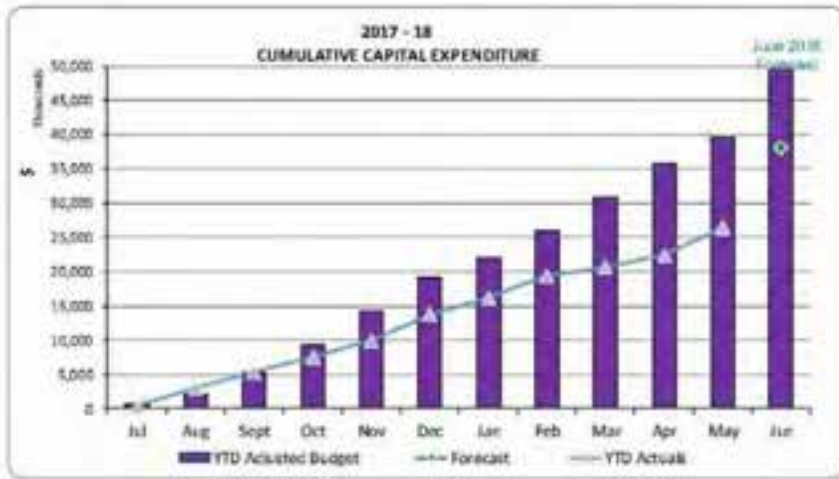
For the period ending 31 May 2018

	YEAR TO DATE 2017-18			FULL YEAR 2017-2018		
	Actual	Forecast	Outstanding Expenditure	Adjusted Budget	Adopted Budget	Variance
	\$000's	\$000's	\$000's	\$000's	\$000's	\$000's
Property	10,402	12,896	2,494	11,402	11,468	(66)
Infrastructure	13,681	22,128	8,447	33,676	31,436	2,440
Plant and Equipment	2,306	3,103	797	4,071	3,817	254
Intangibles	29	39	10	39	25	14
<b>Grand Total</b>	<b>26,418</b>	<b>38,166</b>	<b>11,748</b>	<b>49,388</b>	<b>46,746</b>	<b>2,642</b>

	YEAR TO DATE 2017-18			FULL YEAR 2017-2018		
	Actual	Forecast	Outstanding Expenditure	Adjusted Budget	Adopted Budget	Variance
	\$000's	\$000's	\$000's	\$000's	\$000's	\$000's
Renewal	16,788	24,044	7,256	30,999	28,961	2,038
Upgrade	5,554	7,150	1,596	10,662	9,940	742
Expansion	2,956	4,043	1,087	4,474	4,697	(223)
New Assets	1,120	2,929	1,809	3,233	3,148	85
<b>Grand Total</b>	<b>26,418</b>	<b>38,166</b>	<b>11,748</b>	<b>49,388</b>	<b>46,746</b>	<b>2,642</b>

### Capital Works Summary - For the period ending 31 May 2018

- Progress on capital projects for the year to date is \$26.4 million and an additional \$1.5 million in commitments (purchase orders raised)
- \$8.2 million has been spent on roads and bridges projects so far.
- The multi year Gippsland Regional Sports Complex project continued with the Pitch perimeter construction being 70% complete. The Pavilion blockwork walls are now complete and roof is installed.
- The Macalister Wetlands Boardwalk Renewal had the Contractor onsite in May, the boardwalk is finished with retaining wall works 95% complete prior to Asphalt.
- Overall, 37 projects are in preplanning and 45 projects are underway. A total of 85 projects have already reached completion for the year including the Port of Sale and precinct redevelopment, which was the largest project in the portfolio for the last three years.
- "WEDGE" signage renewal works were completed in May 2018.
- Stratford Memorial Park - Public Art via Community Funding has been achieved, detail design is currently underway and project to be completed October 2018.
- Sale Tennis Club design finalisation and costing will be signed off in June.





## C2 - REPORT

# GENERAL MANAGER CORPORATE SERVICES

**ITEM C2.1****ASSEMBLY OF COUNCILLORS**

DIVISION: CORPORATE SERVICES

ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES

DATE: 19 JUNE 2018

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

**OBJECTIVE**

To report on all assembly of Councillor records received for the period 29 May 2018 to 12 June 2018.

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

***That Council note and receive the attached Assembly of Councillor records for the period 29 May 2018 to 12 June 2018.***

**BACKGROUND**

Section 80A of the *Local Government Act 1989* requires a written record 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 Councillor records received for the period 29 May 2018 to 12 June 2018.

**Assembly of Councillors summary of reports received for the period 29 May 2018 to 12 June 2018**

Date	Matters considered	Councillors and officers in attendance
5 June 2018	Pick My Project Cobains Hall Options Rosedale Landfill Inspector Scott Brennan Port Albert Community Feedback Nun Duk Development Gippsland Line Upgrade	Councillor Bye, Councillor Crossley, Councillor Hole, Councillor Maher, Councillor Ripper, Councillor Rossetti, Councillor Stephens, Councillor McCubbin David Morcom, Chief Executive Officer Arthur Skipitaris, General Manager Corporate Services Chris Hastie, General Manager Built & Natural Environment John Websdale, General Manager Development Glenys Butler, General Manager Community & Culture Sharon Houlihan, Executive Manager Major Projects Karen McLennan, Manager Community Wellbeing (Item 1 & 2) Bodye Darvill, Coordinator Community Committees (Item 2) Tim Rowe, Manager Natural Environment & Parks (Item 3) Sam Nock, Coordinator Sustainability & Waste (Item 3) John Tatterson, Manager Built Environment (Item 5) Zac Elliman, Coordinator Road Planning (Item 5) Joshua Clydesdale, Manager Land Use Planning (Item 6)
5 June 2018	IT / Diary Meeting	Councillor Bye, Councillor Crossley, Councillor Hole, Councillor Maher, Councillor Ripper, Councillor Rossetti, Councillor Stephens, Councillor McCubbin. David Morcom, Chief Executive Officer Leah Carubia, Executive Assistant CEO Unit Damian Norkus, ICT Operations Officer
12 June 2018	SLUPP Meeting	Councillor McCubbin, Councillor Maher, Councillor Bye John Websdale, General Manager Development Paul Johnson, Manager Business Development Barry Hearsey, Coordinator Strategic Planning Ben Proctor, Strategic Planner Sam Pye, Coordinator Infrastructure Development Joshua Clydesdale, Manager Land Use Planning

**OPTIONS**

Council has the following options:

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

## **PROPOSAL**

That Council note and receive the attached assembly of Councillors records during the period 29 May 2018 to 12 June 2018

## **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 2017-21 Theme 6 Organisational states the following strategic objective and related strategy:

### Strategic Objective 6.3

*"Maintain a well governed, transparent, high performing, ethical and accountable organisation."*

### Strategy 6.3.3

*"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:** 5 June 2018

2. **ATTENDEES**

**Councillors:**

Name	In attendance (tick)		Name	In attendance (tick)	
	Yes	No		Yes	No
Cr Bye	✓		Cr Maher	✓	
Cr Crossley	✓		Cr Ripper	✓	
Cr Hall		✓	Cr Rossetti	✓	
Cr Hole	✓		Cr Stephens	✓	
Cr McCubbin	✓				

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

Others in attendance: (list names and item in attendance for)	Item No.
Karen McLennan	1
Karen McLennan, Bodye Darvill	2
Tim Rowe, Sam Nock	3
Inspector Scott Brennan ( <i>External Presenter</i> )	4
Chris Hastie, John Tatterson, Zac Elliman	5
Joshua Clydesdale	6
David Morcom, Mark & Emma ( <i>External Presenters Regional Rail Revival Gippsland</i> )	7

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

1. Pick My Project (Verbal)
2. Cobains Hall Options
3. Rosedale Landfill
4. Inspector Scott Brennan (Verbal)
5. Port Albert Community Feedback
6. Nun Duk Development
7. Gippsland Line Upgrade

4. **Conflict of Interest disclosures made by Councillors:**

Nil

## ASSEMBLY OF COUNCILLORS

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1. **DATE OF MEETING:** 5 June 2018

2. **ATTENDEES**

**Councillors:**

Name	In attendance (tick)		Name	In attendance (tick)	
	Yes	No		Yes	No
Cr Bye	✓		Cr Maher	✓	
Cr Crossley	✓		Cr Ripper	✓	
Cr Hall		✓	Cr Rossetti	✓	
Cr Hole	✓		Cr Stephens	✓	
Cr McCubbin	✓				

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

Others in attendance: (list names and item in attendance for)	Item No.
Leah Carubia, Damian Norkus	1

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

1. IT / Diary Meeting

4. **Conflict of Interest disclosures made by Councillors:**

Ni

## ASSEMBLY OF COUNCILLORS

1. **DATE OF MEETING:** 12 June 2018

2. **ATTENDEES**

**Councillors**

Name	In attendance (tick)		Name	In attendance (tick)	
	Yes	No		Yes	No
Cr Crossley		✓	Cr McCubbin	✓	
Cr Rossetti		✓	Cr Maher	✓	
Cr Stephens		✓	Cr Bye	✓	
Cr Hall		✓	Cr Hole		✓
Cr Ripper		✓			

**Officers In Attendance**

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

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

Name	Item No.	Name	Item No.
Dean Monahan	x	Sam Pye	All
Paul Johnson	All	Josh Clydesdale	All
Barry Hearsey	All		
Ben Proctor	All		

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

1. SLUPP Agenda – 12 June 2018

4. **Conflict of Interest disclosures made by Councillors:**

No Conflicts of Interest Declared

**ITEM C2.2****ADOPTION OF THE 2018 PROPERTY REVALUATION**

DIVISION: CORPORATE SERVICES

ACTION OFFICER: MANAGER FINANCE

DATE: 19 JUNE 2018

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

**OBJECTIVE**

To adopt the total valuation of all properties within the Shire as at the return date of 1 January 2018.

**PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY**

RECOMMENDATION			
<b><i>That Council adopt the following valuation figures as at the return date of 1 January 2018.</i></b>			
	SITE VALUE	CAPITAL IMPROVED VALUE	NET ANNUAL VALUE
RATEABLE	\$4,961,500,300	\$ 10,789,593,800	\$593,983,794
NON RATEABLE	\$ 432,097,451	\$ 689,561,600	\$ 36,334,067
TOTAL VALUATION	\$5,393,597,751	\$11,479,155,400	\$630,317,861

**BACKGROUND**

In accordance with the requirements of the *Valuation of Land Act 1960*, the *Valuation of Land Regulations 2014*, the *Local Government Act 1989* as well as *Valuation Best Practice 2018* guidelines Councils must undertake an annual revaluation of all properties within the municipality.

Over the last 12 months Council's contract valuer has been collecting and collating data to be returned to Council in the form of a total revaluation of all properties within the Shire.

The figures included in the valuation are based on the property values as at 1 January 2018 and become effective on 1 July 2018 for rating purposes.

If Council chooses not to adopt the valuation figures we will not be able to issue the rate notices in a timely manner and there may be a shortfall of funds available to Council to provide services paid for by the rating revenue.

## OPTIONS

Council has the following options:

1. Adopt the valuation figures as at the return date of 1 January 2018; or
2. Not adopt the valuation figures and seek further information to be considered at a future meeting of Council.

## PROPOSAL

That Council adopt the following valuation figures as at the return date of 1 January 2018.

	<b>SITE VALUE</b>	<b>CAPITAL IMPROVED VALUE</b>	<b>NET ANNUAL VALUE</b>
RATEABLE	\$4,961,500,300	\$ 10,789,593,800	\$593,983,794
NON RATEABLE	\$ 432,097,451	\$ 689,561,600	\$ 36,334,067
TOTAL VALUATION	\$5,393,597,751	\$11,479,155,400	\$630,317,861

## CONFLICT OF INTEREST

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

## FINANCIAL IMPACT

The returned rateable capital improved value of \$10,789,593,800 will set the basis for rating for the next financial year and must be adopted by Council to enable rates to be raised against all rateable properties.

## COMMUNICATION IMPACT

The issue of the Notice of Valuation will result in a significant number of ratepayer enquiries and in some cases objections to the valuation will be lodged by the ratepayer.

## LEGISLATIVE IMPACT

The general property revaluation complies with the requirements of the *Valuation of Land Act 1960*, the *Valuation of Land Regulations 2014*, the *Local Government Act 1989* as well as *Valuation Best Practice 2018* guidelines.

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

## **COUNCIL PLAN IMPACT**

The Council Plan 2017–21 Theme Organisational states the following strategic objective and related strategy:

Strategic Objective

*Maintain a well governed, transparent, high performing, ethical and accountable organisation.*

Strategy 6.3.3

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

The general property valuation and subsequent Notice of Valuation is a transparent process, whereby Council advises ratepayers of the change in their property valuation prior to this valuation being utilised to generate rate notices.

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

## **COMMUNITY IMPACT**

Ratepayers will be issued a Notice of Valuation advising them of the new valuation figures before the end of the current financial year (2017/18). When ratepayers receive their Notice of Valuation they will have two months from the date of issue of the notice to object to the valuation if they believe it is incorrect.

When ratepayers receive their Annual rate notice in August 2018, as the objection process will have been completed as a separate process, there will be no further opportunity to object to the valuation.

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**ITEM C2.3****2018/19 BUDGET, FEES AND CHARGES AND STRATEGIC RESOURCE PLAN**

DIVISION: CORPORATE SERVICES  
 ACTION OFFICER: MANAGER CORPORATE FINANCE  
 DATE: 19 JUNE 2018

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

**OBJECTIVE**

For Council to adopt the:

- 2018/19 Budget,
- 2018/19 Declared Rates and Service Charges
- 2018/19 Fees and Charges
- 2018/19 Strategic Resource Plan

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

*That Council adopt the:*

1. *2018/19 Budget;*
2. *2018/19 Declared Rates and Service Charges;*
3. *2018/19 Fees and Charges;*
4. *2018/19 Strategic Resource Plan;*

*for the period commencing on 1 July 2018 and concluding on 30 June 2019:*

- A) *Pursuant to the provisions of Sections 158, 161 and 162 of the Local Government Act 1989, the Wellington Shire Council hereby resolves to declare that the amount it intends to raise by rates and annual service charges is \$60,722,426:*

<i>General Rate:</i>	<i>\$54,480,996</i>
<i>Cultural &amp; Recreational Land rates</i>	<i>\$ 70,345</i>
<i>Garbage Charge:</i>	<i>\$ 4,165,830</i>
<i>Waste Infrastructure Charge:</i>	<i>\$ 1,678,051</i>
<i>EPA Levy Charge:</i>	<i>\$ 317,504</i>
<i>Boisdale Common Effluent System Charge</i>	<i>\$ 9,700</i>

- B) *(1) It be further declared that, subject to paragraph 4 of this Part, the general rate be raised through the application of differential rates.*  
*(2) A rate in the dollar of 0.005297 be specified as the general rate.*  
*(3) It be confirmed that the general rate for all rateable land within the municipal district be determined so that the amount payable be the Capital Improved Value multiplied by the rate in the dollar of 0.005297.*

- (4) a) *It be recorded that Council considers that a differential rate will contribute to the equitable and efficient carrying out of Council functions.*
- b) *A differential rate be declared for that rateable land having the characteristics specified below, which characteristics will form the criteria for the differential rate so declared:*
- (i) *Farm Land:*  
*Within the meaning of Section 2 of the Valuation of Land Act 1960 as amended*  
*“Farm land” means rateable land –*
- that is not less than 2 hectares in area; and*
  - that is used primarily for grazing (including agistment), dairying, pig-farming, poultry-farming, fish-farming, tree-farming, bee-keeping, viticulture, horticulture, fruit-growing or the growing of crops of any kind or for any combination of those activities; and*
  - that is used by a business –*
    - that has a significant and substantial commercial purpose or character; and*
    - that seeks to make a profit on a continuous or repetitive basis from its activities on the land; and*
    - that is making a profit from its activities on the land, or that has a reasonable prospect of making a profit from its activities on the land if it continues to operate in the way that it is operating; and*
    - where the ratepayer is a Primary Producer.*
- C) *Garbage Charge:*
- (1) *An annual service charge of \$222.00 be declared for the collection and disposal of garbage in respect of Residential premises to which the service is available – whether or not the owner or occupier of any such premises avails themselves of the service.*
- D) *Waste Infrastructure Charge:*
- (1) *An annual service charge be declared for the development of Landfills, Recycling facilities, Transfer Stations and the rehabilitation of Landfill sites, and provision of facilities for ongoing monitoring of landfills, to ensure that Council can continue to provide a waste disposal service.*
- (2) *The charge be \$55.00 for each property in respect of which a municipal charge may be levied. This charge will not apply to properties identified as being within the Ninety Mile Beach Restructure Plan Stages 7 – 22, with the exception of those properties with an existing dwelling, where the charge will still apply.*
- E) *EPA Levy Charge:*
- (1) *An annual service charge of \$16.92 be declared to cover the costs levied by the Environment Protection Authority on the operation of landfills, not otherwise recouped.*
- (2) *The charge be levied on each property to which a Garbage Charge is applied, at the rate of one EPA Levy Charge for each Garbage Charge.*
- F) *Boisdale Common Effluent System Charge:*
- (1) *An annual service charge of \$404.90 be declared for wastewater availability in respect of Residential and Commercial premises in the township of Boisdale, to contribute towards the costs of operation and management of the Boisdale Common Effluent System (the System).*



(2) *The charge be levied on each property which is connected to the System, at the rate of one charge per tenement connected.*

**G) Cultural and Recreational Land:**

(1) *The following amounts (excluding service charges) be declared as payable in accordance with Section 4 of the Cultural and Recreational Lands Act 1963, having regard to the services provided by the Council in relation to such lands and the benefit to the community derived from this recreational land:*

<b>ORGANISATION</b>	<b>LOCATION</b>	<b>AMOUNT</b>
<i>Gippsland Woodcraft Group Inc</i>	<i>843 Maffra-Rosedale Rd, Nambrok</i>	<i>0.00</i>
<i>Glenmaggie &amp; District Boat Club</i>	<i>Licola Rd, Glenmaggie</i>	<i>0.00</i>
<i>Heyfield Bowling Club Inc</i>	<i>George St, Heyfield</i>	<i>\$1,236.85</i>
<i>Heyfield Golf Club Inc</i>	<i>91 Golf Course Rd, Heyfield</i>	<i>\$1,930.76</i>
<i>Lake Wellington Yacht Club Inc</i>	<i>725 Marlay Point Rd, Clydebank</i>	<i>0.00</i>
<i>Maffra Bowling Club Inc</i>	<i>Princess St, Maffra</i>	<i>\$969.35</i>
<i>Maffra Golf Club</i>	<i>Fulton Rd, Maffra</i>	<i>\$4,338.24</i>
<i>Maffra Sale Motorcycle Club</i>	<i>54 Tatterson Lane, Newry</i>	<i>\$188.04</i>
<i>Maffra Sale Motorcycle Club</i>	<i>Morison St, Maffra</i>	<i>\$284.71</i>
<i>Maffra Squash &amp; Racquetball Club Inc</i>	<i>Little Johnson St, Maffra</i>	<i>\$331.06</i>
<i>Para Park Co-operative Game Reserve</i>	<i>Sunday Island, Port Albert</i>	<i>\$5,914.10</i>
<i>Port Albert Water Sports &amp; Safety Centre</i>	<i>31-37 Bay St, Port Albert</i>	<i>0.00</i>
<i>Sale &amp; District Aero Modellers Club Inc</i>	<i>Back Maffra Rd, Sale</i>	<i>\$300.60</i>
<i>Sale Agricultural Society – Showgrounds</i>	<i>Dawson St, Sale</i>	<i>\$2,716.04</i>
<i>Sale Agricultural Society – Sale Greyhound Club</i>	<i>Maffra-Sale Rd, Sale</i>	<i>\$10,594.00</i>
<i>Sale Angling &amp; Sport Fishing Club</i>	<i>5 David St, Manns Beach</i>	<i>\$0.00</i>
<i>Sale Angling &amp; Sport Fishing Club</i>	<i>Punt Lane, Sale</i>	<i>\$0.00</i>
<i>Sale Community Bowls Club Ltd</i>	<i>Foster St, Sale</i>	<i>\$5,371.16</i>
<i>Sale City Football Netball Club Inc</i>	<i>Guthridge Pde, Sale</i>	<i>\$1,239.50</i>
<i>Sale United Football Club Inc</i>	<i>313-321 Raglan St, Sale</i>	<i>\$ 586.64</i>
<i>Sale Croquet Club</i>	<i>Guthridge Pde, Sale</i>	<i>0.00</i>
<i>Sale Field &amp; Game Association</i>	<i>Chessum Rd, Longford</i>	<i>\$921.68</i>
<i>Sale Golf Club</i>	<i>2631 Rosedale-Longford Rd, Longford</i>	<i>\$7,035.74</i>
<i>Sale-Maffra Badminton Association Inc.</i>	<i>59 Gibsons Rd, Sale</i>	<i>\$595.91</i>
<i>Sale Small Bore Rifle Club</i>	<i>86 Stephenson St, Sale</i>	<i>\$0.00</i>
<i>Sale Tennis Club</i>	<i>51 Guthridge Pde, Sale</i>	<i>\$678.02</i>
<i>Sale Turf Club</i>	<i>Maffra-Sale Rd, Sale</i>	<i>\$1,207.72</i>
<i>Sale Turf Club</i>	<i>1227 Maffra-Sale Rd, Sale</i>	<i>\$9,492.22</i>
<i>Sporting Legends Club Inc</i>	<i>316 Montgomery Rd, Bundalaguah</i>	<i>\$993.19</i>
<i>Stratford Angling Club Inc</i>	<i>Hollands Landing Rd, Hollands Landing</i>	<i>\$0.00</i>
<i>Stratford Bowls Club</i>	<i>18-22 Dawson St, Stratford</i>	<i>\$1,113.69</i>
<i>West Sale Bowls Club Inc</i>	<i>Hunt Place, Wurruk</i>	<i>\$578.70</i>
<i>The Yarram Country Club Inc</i>	<i>332-338 Commercial Rd, Yarram</i>	<i>\$9343.91</i>

<b>Yarram Golf Club</b>	<b>42 Golf Links Rd, Yarram</b>	<b>2,383.65</b>
<b>Yarram Motorcycle Club</b>	<b>96 Morris Rd, Yarram</b>	<b>\$0.00</b>
<b>TOTAL</b>		<b>\$70,345.48</b>

**H) Pursuant to the provisions of Section 169 of the Local Government Act 1989, Council declares a Rates Rebate on land with a Deed of Covenant for conservation purposes.**

- (1) Council considers that this rebate will ensure that the biodiversity values of the land will be protected for the benefit of the broader community.**
- (2) The rebate will apply only to the land that is affected by a covenant as described in the covenant document.**
- (3) The rebate will be applied at \$5 per hectare, with a minimum rebate of \$100 and a maximum equal to the annual general rate on the property for that portion of land.**
- (4) Conditions apply as per Council's Policy No. 4.1.12 – Rates Rebate on land with a Deed of Covenant for Conservation Purposes.**

## **BACKGROUND**

At the Council meeting held on 17 April 2018, it was resolved that:

- 1. Council advertise its 2018/19 Draft Budget in accordance with Section 129 of the Local Government Act 1989; and*
- 2. Council consider submissions on the 2018/19 Draft Budget at a Special Council Meeting on Tuesday 29 May 2018 at 3pm; and*
- 3. Council meet on Tuesday 5 June 2018 to consider the formal adoption of the 2018/19 Budget.*
- 4. Council make declarations regarding rates and charges for the period commencing on 1 July 2018 and concluding on 30 June 2019.*

Council was unable to consider the formal adoption on Tuesday 5 June 2018 as previously resolved due to the late certification of 2018 revaluations by the Valuer General, which impacted the finalisation of the rate in the dollar for 2018/19 financial year.

Following a Special Council Meeting on Tuesday 29 May 2018, Council discussed and considered 13 written submissions and 7 supporting verbal submissions. The budget submissions have not had any major financial impact and Council has provided comment for each submission as per Attachment A. Council will also write to each submitter.

The 2018/19 Budget now presented for adoption, includes a capital works program of \$43.67 million. This program includes new works (not capital works carried forward) for 2018/19 of \$37.48 million, which comprises \$17.17 million on roads, footpaths, bridges and drainage, \$6.35 million on buildings and landfill improvements, \$2.24 million on parks, open space and streetscapes, \$5.58 million on aerodromes, \$2.56 million on plant and equipment, \$2.51 million on recreational, leisure and community facilities and \$1.07 million on other works.

In terms of operating results, the Budget, even with the impact of rate capping at 2.25% on general rates, continues to focus on identifying sustainable cost savings whilst maintaining key service levels to the community.

## **OPTIONS**

Council has the following options:

1. Adopt the 2018/19 Budget including, Declared Rates and Service Charges, Fees and Charges and the Strategic Resource Plan; or
2. Amend the proposed 2018/19 Budget including, Declared Rates and Service Charges, Fees and Charges and the Strategic Resource Plan, prior to adoption; or
3. Seek further information and amend the 2018/19 Budget including, Declared Rates and Service Charges, Fees and Charges and the Strategic Resource Plan, prior to adoption at a future meeting of Council.

*The Local Government Act 1989* Section 130(3) requires that the Budget be adopted prior to 30 June 2018, therefore a Special Council Meeting would be required to re-present the Budget for Council's consideration and still meet the legislative timeframe, should Option 2 or 3 be selected.

## **PROPOSAL**

That Council adopt the 2018/19 Budget including, Declared Rates and Service Charges, Fees and Charges and the Strategic Resource Plan.

## **CONFLICT OF INTEREST**

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

## **FINANCIAL IMPACT**

Since releasing the draft budget for public submissions, close monitoring of the progress of the capital works identified some delays in various projects, resulting in additional incomplete capital works from 2017/18 of \$262,000 to be carried forward into the 2018/19 year.

Thirteen budget and seven supporting verbal submissions were received and discussed at the Special Council Meeting on 29 May 2018, however there are no major financial impacts as an outcome of Council's consideration of the budget submissions. For further information regarding the outcome of these submissions, refer to Attachment A.

The budget has been updated since the draft 2018/19 Budget was submitted to Council. The most significant amendment is that the recent Commonwealth Budget papers indicate that half of Council's 2018/19 Grants Commission allocation will be 'brought forward' to the current financial year and paid before 30 June 2018. This amount of \$6.31 million will be recognised as 2017/18 income, thereby reducing the 2018/19 income by a corresponding amount. The 2018 general property revaluation has been finalised. The final revaluation has resulted in an increased Capital Improved Value across the Shire compared to the estimates in the 2018/19 draft budget, resulting in an increase in rate income of approximately \$325,000.

<b>SUMMARY OF AMENDMENTS</b>	
<b>Description</b>	<b>Better / (Worse) to 2018/19 Draft Budget</b>
<b>INCOME</b>	<b>\$</b>
<ul style="list-style-type: none"> <li>Reduction in 2018/19 financial assistance grant which will be received by 30 June 2018.</li> <li>Increase in general rate income</li> </ul>	(6.3M) 0.3M
<b>Income</b>	<b>(6.0M)</b>
<b>EXPENDITURE</b>	<b>\$</b>
Operating expenditure: <ul style="list-style-type: none"> <li>Adjustment to the estimated depreciation and amortisation (non-cash impact).</li> </ul>	(0.3M)
<b>Expenditure</b>	<b>(0.3M)</b>
<b>Total Net Movement between Draft and Adopted Budget Operating Result</b>	
	<b>(6.3M)</b>
<b>Draft Budget - Operating Result - Surplus</b>	
	<b>0.4M</b>
<b>Final Adopted Budget - Operating Result – (Deficit)</b>	
	<b>(5.9)M</b>

It must be noted that the above detailed Final Adopted Budget - Operating Result, does not contain capital funds however, the "Surplus for the year" (refer attached budget) includes various funding for capital projects. There has been no changes since the draft budget relating to capital funding, resulting in the 2018/19 "Total Surplus for the year" decreasing by (\$6.3M) to a surplus of \$9.86M.

The increase in the Capital Improved Value across the Shire compared to the estimates in the 2018/19 draft budget has also resulted in a decrease in proposed rate in the dollar for General and Commercial/Industrial properties to 0.005297 and for Farm properties to 0.004238. This adjustment will keep rate revenue within the rating cap of 2.25% as stipulated by the Minister.

The estimated amount to be raised by general rates and the proposed rate in the dollar is reflected in the table below:

<b>Type of Property</b>	<b>Proposed Rate in the dollar</b>	<b>Total Income \$</b>
General residential	0.005297	32,153,288
Commercial/Industrial	0.005297	12,255,053
Farm	0.004238	10,072,655
Cultural and Recreational Land		70,345
Supplementary Rates		-
<b>Total</b>		<b>54,551,341</b>

The estimated amount to be raised through service charges and the proposed charge per property is as follows:

<b>Type of Charge</b>	<b>Per rateable property</b>	<b>Total Income \$</b>
Kerbside collection (Garbage)	\$222.00	4,165,830
Waste Infrastructure Charge	\$55.00	1,678,051
EPA Levy Charge	\$16.92	317,504
Boisdale Common Effluent System Charge	\$404.90	9,700
<b>Total</b>		<b>6,171,085</b>

All rates are levied on Capital Improved Values, which were revalued at 1 January 2018 and are effective from 1 July 2018.

Council also proposes a rate rebate on land with a Deed of Covenant for conservation purposes, which will amount to approximately \$14,500.

### **LEGISLATIVE IMPACT**

Council is required to advertise its intention to prepare a proposed Budget annually and give notice of declaration of rates and charges in accordance with Section 129 of the *Local Government Act 1989*. Section 223 of the *Local Government Act 1989* requires Council to provide a 28-day submission period. This has now occurred.

Once adopted, the Final Budget must be submitted to the Minister by 30 June 2018.

### **COUNCIL PLAN IMPACT**

The 2017-21 Council Plan includes in the organisational theme strategic objective 6.3 'Maintain a well governed, transparent, high performing, ethical and accountable organisation'.

Council is committed to maintaining a high standard of financial responsibility and ensuring the long term financial sustainability of the organisation. This budget demonstrates prudent debt management and a strong focus on maintaining Council's assets to ensure that they are fit for purpose and can continue to deliver services well into the future.

### **COMMUNITY IMPACT**

The 2018/19 Budget reflects the financial impact of the services provided by Council to ratepayers, residents and visitors and, as such, will impact on the community.

### **ENGAGEMENT IMPACT**

Submissions on the 2018/19 Draft Budget were invited from individuals or organisations and these were presented at a Special Council meeting held on Tuesday 29 May 2018. This provided the opportunity for ratepayers and residents to put forward their views on the content of the 2018/19 Draft Budget and make suggestions for future inclusions.

## BUDGET SUBMISSIONS 2018/19

	SUBMISSION	RECOMMENDED ACTION FOLLOWING COUNCIL REVIEW
1.	Request for increase in roadside vegetation budget to cover weed spraying and management	<p>Council works in partnership with the Department of Environment, Land, Water and Planning, VicRoads, Landcare and private landholders to achieve current service levels.</p> <p>Council is reliant on ongoing State funding to continue weed management. The present Council service delivery is considered effective in targeting priority weeds in line with State guidelines.</p> <p>The roadside Blackberry control component of this program accounts for approximately 30% of the total planned annual spend under the Roadside Weeds and Pest Control Plan 2017-2019.</p> <p>Since 2012/13, Council's roadside blackberry control program has reduced roadside infestations significantly on roadsides within the two priority locations highlighted in the plan (Macalister Irrigation District &amp; Jack/Albert River catchments). Follow up control on roadsides in these areas have found only minor levels of regrowth/re-infestation.</p> <p>In addition, through Councils Customer Action Request process, Blackberry control has also been delivered on roadsides around Licola, Dargo, Valencia Creek, Stratford, Willung, Callignee North, Carrajung, Stradbroke, Wonyip as part of this program.</p> <p><b>Budget amendment not recommended.</b></p>
2.	Request for \$6,000 to support the work of Gippsland Climate Change Network (GCCN).	<p>The GCCN is involved in many relevant projects supporting Gippsland communities in the provision of renewable energy and other sustainable technologies, which assists with the reduction of energy costs and the mitigation of climate change.</p> <p>Council agrees to provide a one off \$6,000 financial contribution to support GCCN's ongoing community development work.</p> <p><b>Budget amendment recommended – Provide a \$6,000 contribution</b></p>
3.	Request for lighting in Boisdale Street, Maffra	<p>The Boisdale Street, Maffra shared path was constructed in 2015. In line with the Walking and Cycling Strategic Plan, the forward works plan proposes that lighting be installed as part of the 2019/20 capital works program with lighting design to be undertaken during 2018/19.</p> <p><b>Budget amendment not recommended.</b></p>

	SUBMISSION	RECOMMENDED ACTION FOLLOWING COUNCIL REVIEW
4.	Request for installation of walking/cycling track from Seaspray to The Honeysuckles and zebra crossings in Futcher Street and Shoreline Drive, Seaspray	<p>The Seaspray-Honeysuckles shared path is listed as a low priority in the Walking and Cycling Capital Plan and is not identified for capital funding in the next 4 years of the current capital plan for Walking and Cycling. However, the Walking and Cycling Strategic Plan is under review and will provide opportunities for community engagement in the second half of 2018.</p> <p>Several new State funded road safety improvement programs have been highlighted recently. Council will seek external funding opportunities to fund improved pedestrian crossing opportunities near the corner of Shoreline Drive and Futcher Street, Seaspray. Subject to external funding being granted, detailed design will occur during 2018/19.</p> <p>Further community engagement will be undertaken to assist in identifying future projects that address pedestrian safety and path network connectivity to key community destinations in Seaspray.</p> <p><b>Budget amendment not required at this point. Some work such as a pedestrian crossing can commence under existing budget allocation roads and paths.</b></p>
5.	Request for \$125,000 contribution towards infrastructure projects on the Gippsland Plains Rail Trail	<p>Council understands the economic and social value rail trails bring to our communities and as such have previously provided capital funding towards the development of the Gippsland Plains Rail Trail and also provide an annual maintenance budget to support the work of the Gippsland Plains Rail Trail Committee (Committee).</p> <p>Wellington Shire's Economic Development Strategy 2016-22 nominates the Great Southern Rail Trail as the next priority project and as such, Council has committed to working in partnership with South Gippsland Shire to seek external funding to extend this trail from Welshpool to Alberton.</p> <p>The request for \$125,000 of Council funding in the 2018/19 budget is therefore not supported, however Council will continue to work with the Committee to advocate to all funding bodies, including the Latrobe Valley Authority to secure funding that will result in the continued development of the Gippsland Plains Rail Trail.</p> <p><b>Budget amendment not recommended. Council will continue to monitor usage of all paths and ensure adequate maintenance budgets are maintained.</b></p>

	SUBMISSION	RECOMMENDED ACTION FOLLOWING COUNCIL REVIEW
6.	Comments on Budget content and suggestions for spending	<b>General comments noted.</b>
7.	Request for \$28,812.50 towards infrastructure work as recommended in the Boisdale Recreation Reserve Master Plan	<p>Council Officers have assisted Boisdale Recreation Reserve prepare a funding application to LVA for new home change rooms, umpire change rooms and an accessible toilet. A Council contribution was not included when the committee prepared their application.</p> <p>The work outlined in the LVA funding application is aligned with the Boisdale Recreation Master Plan and the request to Council for \$28,812.50 is considered reasonable to assist the club to provide the required 25% of the project cost which is a requirement for LVA funding.</p> <p><b>Budget amendment recommended – Provide \$28,812.50 towards infrastructure works</b></p>
8.	Request for funding for construction of pathways in Loch Sport	<p>The section of the Lake Victoria Walking Track lighting and overgrown vegetation mentioned in this submission is on land Managed by the Crown and not generally under Council's care and management. Council will advocate on behalf of the Loch Sport community for improvements along this path.</p> <p>The request to construct a shared path along Victoria Street from Cameron's Road to Marina Parade is not identified for capital funding in the next 4 years of the current capital plan for Walking and Cycling.</p> <p>The Walking and Cycling Strategic Plan is currently under review and will provide opportunities for community engagement in the second half of 2018, prior to setting the 2019/20 budget and listing priority projects to be constructed.</p> <p>Further community engagement will be undertaken with the Loch Sport community to assist in identifying future priorities for path network planning connecting to key community destinations through the review of the Walking and Cycling Strategic Plan.</p> <p><b>Budget amendment not recommended.</b></p>
9.	General feedback on Budget content and formatting	<b>All formatting comments noted and to be implemented where appropriate.</b>



	SUBMISSION	RECOMMENDED ACTION FOLLOWING COUNCIL REVIEW
10.	Comment on climate change and its impact on future generations	<p>Information relating to climate change was provided together with a suggestion that due to these factors impacting on the municipality, that Council rates should not be increasing. It must be noted that Council rates are capped, in line with the State Government imposed Rate Capping legislation.</p> <p><b>Information noted. Council will continue to pursue appropriate responses to climate change at both a macro and micro level, in consultation with the community.</b></p>
11.	Request for funding for drainage, extension of sea wall and installation of rubbish bins and dog poo bags on foreshore	<p>The extension of the Manns Beach sea wall is not identified for capital funding in Councils forward Capital Works Plan. Any upgrades or extension of the sea wall in this location would require a contribution from property owners who benefit from any upgrades or extension. Council will engage with the Manns Beach Improvement Committee to discuss this request further.</p> <p><b>Budget amendment not recommended at this point.</b></p> <p>While Fisher, Fry, David and Wight Streets, Manns Beach, are identified for sealing through a Special Charge Scheme in Councils Residential Road and Street Construction Plan, they are not listed for action in the 4 year forward capital works plan based on the prioritised action plan.</p> <p>These streets could be considered for sealing and drainage improvement subject to strong support from property owners and other scheme priorities. Council will engage with the Manns Beach Improvement Committee to determine if there is general property owner support for the implementation of a scheme to progress road sealing and drainage improvement in Manns Beach.</p> <p><b>Budget amendment not recommended</b></p> <p>Council will engage with the Manns Beach Improvement Committee regarding the potential placement of a bin in the vicinity of the BBQ shelter in line with Councils Litter Bin Policy.</p> <p><b>Budget amendment not required, any minor change in servicing Manns Beach can be considered in existing waste budget.</b></p> <p>Responsible pet ownership requires ongoing education and the installation of dog poo bags alone has proven to be ineffective. Council will work with the Committee to better understand their concerns and workshop possible solutions.</p>

	SUBMISSION	RECOMMENDED ACTION FOLLOWING COUNCIL REVIEW
		<b>Budget amendment not required, any minor change in servicing Manns Beach can be considered in existing animal management budget.</b>
12.	Request that allowance be made within the Budget 2018/19 for the construction of public toilet facilities at Stockyard Point, Wharf Precinct, Port Albert	<p>Council resolved at the 21 March 2017 Council meeting to not support the construction of toilets at Stockyard Point as the current toilet facility provision in Port Albert was deemed adequate as documented in that report.</p> <p><b>Budget amendment not recommended. Council noted in its decision on 21 March 2017 that the existing Port Albert public toilets at Rutter Park and the Water Tower currently allow shorter walking distances than similar coastal tourism destinations including Cowes, Lakes Entrance and Inverloch. Further, the City of Melbourne plans for CBD toilets in high traffic volume areas to be 500 metres between facilities. Using these and other benchmarks available, the Port Albert foreshore already is at the higher end of the service scale for pedestrian walking distance and access to public toilets.</b></p>
13.	Request for Council to resume financial support for the Gippsland Sports Academy program	<p>Council has determined that given the number of Wellington Shire individuals participating in the program that annual financial support of \$6,000 is warranted.</p> <p><b>Budget amendment recommended - \$6,000 annual contribution</b></p>



# WELLINGTON SHIRE COUNCIL

## 2018/19 Budget

**19 June 2018**

This Budget Report has been prepared with reference to Chartered Accountants ANZ, Local Government Finance Professionals, input of Crowe Horwath and individual working group members towards the development of 'Victorian City Council Model Budget 2018/19' a best practice guide for reporting local government budgets in Victoria.

## 2018/19 Budget - Wellington Shire Council

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## 2018/19 Budget- Wellington Shire Council

### Mayor's Introduction

On behalf of Council, I am pleased to release the 2018/19 budget to our community.

This document outlines the broad range of services provided by Council and builds upon our community's strategic vision, Wellington 2030, and the Council Plan 2017-21, which focus on the following six key areas: Communities; Services and Infrastructure; Natural Environment; Lifelong Learning; Economy and Organisation. It also details the funding that is required to deliver these services and maintain community infrastructure.

A great deal of work has been completed to find cost savings within our operations, and this is reflected in the budget. The general rate increase has been capped at 2.25% in line with the Victorian Government's Fair Go Rates System. Council is resolved to maintaining and enhancing services, while working within the cap.

Council will also fund several new initiatives and allocate additional funds to renew the Council's infrastructure including:

- Maffra - Streetscape renewal (multi-year project)
- Sale - CBD Infrastructure Renewal Program - York St (multi-year project)
- Stockdale - Beverleys Road Safety Upgrades
- Albeton - Tarra Trail Stage 2 - Port Albert
- Sale - Sale Tennis Club Redevelopment
- Maffra - Cameron Sporting Complex Stadium Redevelopment (multi-year project)
- Longford - Johnsons Road Upgrade
- Heyfield - Firebrace Road Upgrade
- Rosedale - Toilet Replacement
- Yarram - Staceys Bridge Widening Upgrade
- Loch Sport - Basketball Court and Skate Park Shelter
- Seacombe - Boat Ramp Upgrade
- Briagolong - Recreation Reserve - Pavilion Redevelopment (multi-year project)
- Sale - Memorial Hall Redevelopment
- Gormandale - Gormandale Reserve lighting upgrade
- Port Albert - Research in relation to Port Albert Drainage and Tidal Protection opportunities.

We have budgeted to spend a further \$6.7M on annual road reseals, resheeting and reconstructing unsealed roads, \$1.4M on residential street schemes and \$4.7M on footpaths including our annual footpaths and shared paths program. Wellington Shire's natural environment will benefit from a \$2.1M investment in open space projects including streetscapes, parks, reserves, sportsgrounds, playgrounds and skate parks.

The 2018/19 current year capital works program will be \$37.3M, with \$16.9M funded from Council operations, \$15.6M from external grants and contributions and \$4.8M from new borrowings.

In addition to our capital works program, we will spend a further \$3.6M in rural areas on our regular maintenance program, including roadside vegetation management, fire breaks, rural road reseals and drainage, and gravel roads and another \$3.3M on maintaining our open spaces.

We look forward to working with the community to deliver these exciting projects throughout the coming year.

**Councillor Carolyn Crossley**  
Mayor

2018/19 Budget- Wellington Shire Council

Financial Snapshot

Key Statistics	2018-19	2017-18
	Budget	Forecast
	\$ 000's	\$ 000's
Total Revenue	96,148	100,805
Total Expenditure	86,284	82,872
Comprehensive operating surplus	9,864	26,653

*(Note: The comprehensive operating surplus reflects the anticipated annual performance of Council's day-to-day operations).*

2017/18 forecast and the 2018/19 budget is impacted by \$6.3M of the 2018/19 Financial Assistance Grants to be 'brought forward' and received by 30 June 2018.

Underlying operating surplus	(5,900)	8,019
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*(Note: The Underlying operating result is an important measure of financial sustainability as it excludes all funds which are used for capital from being allocated to cover operating expenses. In 2018/19 capital funds are defined as recurrent capital grants (Road to Recovery funding) of \$1.6M, non recurrent grant funding of \$12.2M, contributions (included ratepayer contributions to special street charge schemes) of \$1.6M and other income to fund capital expenditure of \$0.4M and all have been excluded to determine the underlying result.*

2017/18 forecast and the 2018/19 budget is impacted by \$6.3M of the 2018/19 Financial Assistance Grants to be 'brought forward' and received by 30 June 2018.

Cash result	(8,854)	8,520
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This is the net funding result after operations, capital works and financing activities. Refer Statement of Cash flow in Section 2.

2017/18 forecast and the 2018/19 budget is impacted by \$6.3M of the 2018/19 Financial Assistance Grants to be 'brought forward' and received by 30 June 2018.

Capital works program	43,878	38,188
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Funding the capital works program

Cash and Reserves	23,268	23,580
Borrowings	4,705	-
External grants and contributions (recurrent and non-recurrent)	15,613	14,588
	43,676	38,168



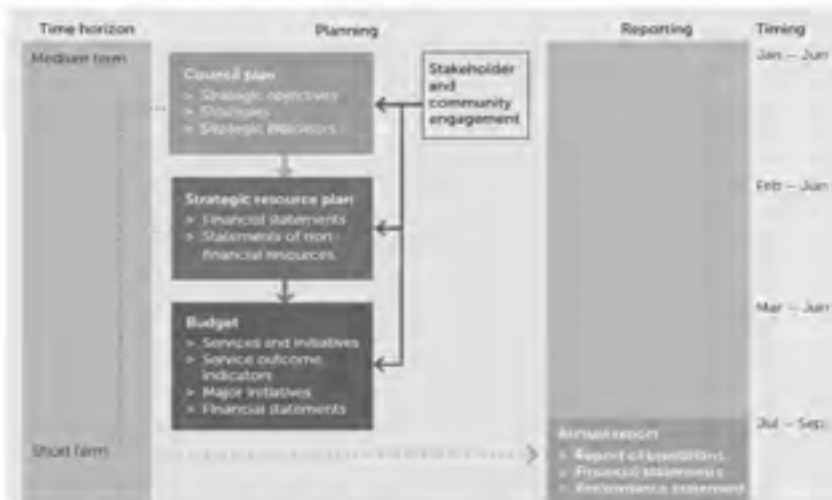
## 2018/19 Budget - Wellington Shire Council

### 1. Link to the Council Plan

This section describes how the Annual Budget links to the achievement of the Council Plan within an overall planning and reporting framework. This framework guides the Council in identifying community needs and aspirations over the long term, medium term (Council Plan) and short term (Annual Budget) and then holding itself accountable (Annual Report).

#### 1.1 Planning and accountability framework

The Strategic Resource Plan, part of and prepared in conjunction with the Council Plan, is a rolling four year plan that outlines the financial and non-financial resources that Council requires to achieve the strategic objectives described in the Council Plan. The Annual Budget is framed within the Strategic Resource Plan, taking into account the services and initiatives which contribute to achieving the strategic objectives specified in the Council Plan. The diagram below depicts the planning and accountability framework that applies to local government in Victoria.



Source: Department of Environment, Land, Water and Planning

In addition to the above, Council has a long term plan (Wellington 2030) which articulates a community vision, mission and values. The Council Plan is prepared with reference to Wellington 2030.

The timing of each component of the planning framework is critical to the successful achievement of the planned outcomes.

#### 1.2 Our purpose

##### Our vision

*"People want to live in Wellington Shire because of its liveability, environment and vibrant economy."*

##### Our values

*The organisation's values guide our behaviour and underpin everything we do. Our values help us achieve the organisation's vision and improve the quality of the services we offer to our community.*

##### Balance

*Demonstrating fairness, equity and flexibility.  
Considering work-life balance, and balancing community needs against resources.*

##### Integrity

*Acting with respect, honesty, reliability, trust, tolerance and understanding.*

##### Professionalism

*Personal development and meaningful work, being competent, innovative and courageous, focusing on excellence and continuous improvement.*

##### Cooperation

*Working together, teamwork, collaborations and being solution-oriented.*

## 2018/19 Budget - Wellington Shire Council

### 1.3 Strategic Objectives

Council delivers services and initiatives in over 120 service categories. Each contributes to the achievement of one of the strategic objectives under each of six themes as set out in the Council Plan for the years 2017-21, and listed in the following table.

Theme	Strategic Objective
<b>Communities</b>	<p>We know and support each other and have a strong sense of community belonging. Diversity is respected and there are many social and community activities providing opportunities for all people to interact. We strive for good health, feel safe in our communities and are prepared for natural disasters</p> <p>1.1 Maintain friendly, safe communities providing opportunities for residents to lead healthy and active lifestyles.</p> <p>1.2 Celebrate, recognise and acknowledge our diverse community and improve social connections among youth, aboriginal and aged communities.</p> <p>1.3 Strengthen community identity by promoting our heritage and history and appreciation for small town rural living.</p> <p>1.4 Enhance resilience in our towns and our communities.</p>
<b>Services and Infrastructure</b>	<p>Wellington has a built environment that is sustainable, appropriate, accessible and responsive to the community. Transport connects people to communities and places. Events and services support our strong communities.</p> <p>2.1 Council services and infrastructure are responsive to identified current and future community needs within budget parameters.</p> <p>2.2 Council assets are responsibly, socially, economically and sustainably managed.</p> <p>2.3 Wellington Shire is well planned, considering long term growth and sustainability.</p> <p>2.4 Continued improvement to Wellington Shire's connectivity with further developed, accessible transport networks.</p>
<b>Natural Environment</b>	<p>Wellington's natural environment and landscapes are clean, diverse, beautiful, accessible and protected.</p> <p>3.1 Conserve and protect our natural environment through responsible and sustainable management practices.</p> <p>3.2 Demonstrate leadership in waste, water management, land management and energy efficiency.</p> <p>3.3 Build resilience in our communities and landscapes to mitigate risks from a changing climate.</p>
<b>Lifelong Learning</b>	<p>Wellington has a broad choice of local training, education and holistic learning and development options that lead to meaningful employment and personal fulfilment.</p> <p>4.1 Improve people's access to opportunities to challenge and extend their thinking, promote independence, stimulate ideas, further develop leadership skills and lead meaningful lives.</p> <p>4.2 Encourage innovation for and in the region.</p>
<b>Economy</b>	<p>Wellington has a wealth of diverse industries providing employment opportunities for all. There is growth in the Wellington population and economy which is balanced with the preservation of our natural environment and connected communities.</p> <p>5.1 Support and develop our existing businesses.</p> <p>5.2 Use a targeted approach to attract new business investment to Wellington Shire, to support population growth.</p> <p>5.3 Grow Wellington Shire's visitor economy.</p>
<b>Organisational</b>	<p>Wellington is well led, managed and supported by best organisational practices to deliver services and infrastructure to the community by listening, advocating and responding to their needs.</p> <p>6.1 Wellington Shire Council is a leader in best practice, innovation, and continuous improvement.</p> <p>6.2 Community engagement and customer service excellence is central to Council's decision making process.</p> <p>6.3 Maintain a well governed, transparent, high performing, ethical and accountable organisation.</p> <p>6.4 Act and lobby on behalf of the priorities of the community.</p>



## 2018/19 Budget - Wellington Shire Council

### 2. Services and service performance indicators

This section provides a description of the services and initiatives to be funded in the Budget for the 2018/19 year and how these will contribute to achieving the strategic objectives outlined in the Council Plan. It also describes several initiatives and service performance outcome indicators for key areas of Council operations. Council is required by legislation to identify major initiatives, initiatives and service performance outcome indicators in the Budget and report against them in their Annual Report to support transparency and accountability. The relationship between these accountability requirements in the Council Plan, the Budget and the Annual Report is shown below.



Source: Department of Environment, Land, Water and Planning

#### 2.1 Strategic Objectives for theme 'Communities'

- Maintain friendly, safe communities providing opportunities for residents to lead healthy and active lifestyles.
- Celebrate, recognise and acknowledge our diverse community and improve social connections among youth, aboriginal and aged communities.
- Strengthen community identity by promoting our heritage and history and appreciation for small town rural living.
- Enhance resilience in our towns and our communities.

The activities and initiatives for each service category and key strategic activities are described below.

#### Services

Business area	Description of services provided	Expenditure
		(Income)
		Net Cost
		\$'000
Community Wellbeing	Community Wellbeing unit provides opportunities for communities to work in partnerships with local government to achieve identified priorities. The unit works to ensure all members of the community have equal opportunity to participate in community activities. Special focus is given to those who have traditionally remained marginalised such as the young, elderly, disabled and transport disadvantaged.	2,042
	Services include: <ul style="list-style-type: none"> <li>• Social Policy and Planning</li> <li>• Access and Inclusion</li> <li>• Youth Liaison</li> <li>• Art Development</li> <li>• Community Engagement</li> </ul>	(334)
		<b>1,708</b>

## 2018/19 Budget - Wellington Shire Council

### Initiatives

- Implement two recommendations from the Age Friendly Position Statement 2018.
- Report Council achievements in the delivery of the Rural Access Work Plan and Outcomes for Wellington Shire Council.

Leisure Services	The Leisure Services Lifestyles unit provides services and functions directed at fostering a healthier and more active community through the facilitation and provision of a range of recreation, fitness and community activities and programs at Council's recreation facilities. They ensure Council owned recreation facilities are managed sustainably, are fully utilised and accessible to people of all abilities.	2,996 (2,258) <b>738</b>
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### Initiatives

- Undertake the implementation of a Workforce Management System across all Leisure Services managed facilities.
- Continue to implement recommendations and actions to support the 5 year work plan to reduce energy consumption by 5% per year at Aqua Energy and Gippsland Regional Sports Complex (GRSC).

Municipal Services	The Municipal Services unit works with people to ensure the life, health & safety of the community is maintained through educating and enforcing the Environmental Health (including <b>food safety</b> support programs), Building and Local Laws regulations and <b>animal management</b> services.	2,755 (1,350) <b>1,395</b>
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Emergency Management	The Emergency Management team coordinates Council's emergency management responsibilities ensuring the organisation has the skills and capacity to respond appropriately to emergencies and facilitates a coordinated shire approach through the Municipal Emergency Management Planning Committee.	614 (349) <b>265</b>
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### TOTAL COMMUNITIES

**4,106**

### Major Initiatives

- 1) Finalise detailed project brief for refurbishment of aquatic facilities at Aqua Energy.

### Service Performance Outcome Indicators

Service	Indicator	Performance Measure	Target
Animal Management	Health and safety	Animal prosecutions (Number of successful animal prosecutions)	15 or less
Aquatic Facilities	Utilisation	Utilisation of aquatic facilities (Number of visits to aquatic facilities per head of municipal population)	4 or more visits
Food Safety	Health and safety	Critical and major non-compliance notifications (Percentage of critical and major non-compliance outcome notifications that are followed up by Council)	100%

## 2018/19 Budget - Wellington Shire Council

### 2.2 Strategic Objectives for theme 'Services and Infrastructure'

- Council services and infrastructure are responsive to identified current and future community needs within budget parameters.
- Council assets are responsibly, socially, economically and sustainably managed.
- Wellington Shire is well planned, considering long term growth and sustainability.
- Continued improvement to Wellington Shire's connectivity with further developed, accessible transport networks.

The activities and initiatives for each service category and key strategic activities are described below:

#### Services

Business area	Description of services provided	Expenditure
		(Income) Net Cost \$'000
Assets and Projects	The Assets and Projects unit manages a diverse range of services for Council including the implementation and management of capital projects across the organisation in the order of \$28M to \$46M per annum; planning for new infrastructure development opportunities and providing asset management and information systems and support.	3,438 <hr/> 3,418
<p><b>Initiatives</b></p> <ul style="list-style-type: none"> <li>• Prepare Special Charge Schemes for Council adoption and progress as required.</li> <li>• Provide engineering input for the development of strategic land use plans in a timely manner.</li> </ul>		
Built Environment	The Built Environment unit manages the maintenance, renewal and improvement of Council's road and boating infrastructure, in addition to various civic facilities and buildings, including roadways, paths, drainage, boat ramps and jetties etc. This includes managing Council's road maintenance teams and ensures that maintenance of Council's road and other infrastructure is performed in a coordinated way to maximise benefits to the community and other users.	11,830 <hr/> 9,510
<p><b>Initiatives</b></p> <ul style="list-style-type: none"> <li>• Review the Residential Road and Street Construction Plan, provide opportunity for community engagement and present to Council for adoption.</li> <li>• Undertake holistic review of town centre and tourism feature signage for major townships and develop action plan.</li> <li>• Develop implementation plan for town entry improvement program and commence development of initial priorities for Loch Sport, including engagement with Loch Sport Business and Tourism Association, Community Representative Groups and broader community.</li> <li>• Review the 2013-16 Boating Facilities Strategic Plan including review of actions and recommendations from previous plan and audit. Update and release for comment to key community stakeholders subject to Council authorisation.</li> </ul>		

## 2018/19 Budget - Wellington Shire Council

Business area	Description of services provided	Expenditure (Income) Net Cost \$'000
Arts & Culture	<p>The Wedge, as part of the Arts &amp; Culture unit, seeks to assist in the development of a vibrant and culturally active community that: promotes expression and participation through visual, literary and performing arts, informs and educates the community on various aspects of the arts, enhances the lifestyle of Wellington residents, and encourages visitors to explore the heritage and culture of the region.</p> <p><b>Initiatives</b></p> <ul style="list-style-type: none"> <li>• Undertake an audit of the HVAC system at The Wedge, to identify best patron comfort and environmental savings.</li> <li>• Continue to implement recommendations and actions to support the 5 year work plan to reduce energy consumption by 5% per year at The Wedge Performing Art Space and the Wellington Centre.</li> </ul>	<p>1,326</p> <p>(549)</p> <p><b>777</b></p>
Land Use Planning	<p>The Land Use Planning unit, through our <b>statutory planning</b> and strategic land use planning services, aims to develop and improve forward looking land use planning policies and plans that guide and support sustainable growth and appropriate land use and development. Many of these services are provided through and driven by legislation. We aim to provide services that satisfy community needs by encouraging and supporting well-designed development that meets required standards.</p> <p><b>Initiatives</b></p> <ul style="list-style-type: none"> <li>• Advance the industrial rezoning of land in Wurruk/West Sale to support economic growth.</li> <li>• Implement the North Sale Development Plan into the Planning Scheme to support well planned housing growth.</li> <li>• Facilitate preparation of a development plan for the Wurruk Growth area (subject to a private request) to support well planned housing growth.</li> <li>• Implement Project 1 and 2 of a Planning Scheme Review (as part of the State Government's Planning in the Economic Growth Zone project) to ensure that the Planning Scheme is up to date/relevant.</li> <li>• Implement updated noise contour mapping for RAAF Base East Sale (subject to consultation with the Department of Defence) to support the ongoing operation of this airfield.</li> </ul>	<p>1,847</p> <p>(526)</p> <p><b>1,121</b></p>
Community Facility Planning	<p>The Community Facility Planning team provides services and functions directed at fostering a healthy, well serviced community with a primary focus on community infrastructure planning, priorities and projects, project funding attraction, management and governance of community facilities and administration of Council's community assistance grants scheme. The team plans for and supports recreation facilities that encourage the community to participate in physical and general wellbeing activities and the development of community infrastructure that addresses community service needs.</p>	<p>2,741</p> <p>(1,072)</p> <p><b>1,669</b></p>

## 2018/19 Budget - Wellington Shire Council

### Initiatives

- Finalise the tools and data to inform annual reviews of the 10 year community facilities capital program, making sure that the program incorporates all community facilities.
- Review the logic of the placement of community managed facilities in the Facilities Hierarchy including operating subsidy amounts and make appropriate recommendations for any changes required to be considered by Council.
- Review the processes, maintenance levels and responsibilities of community-managed facilities (particularly Crown land) and make appropriate recommendations for any changes required to be considered by Council.

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### TOTAL SERVICES AND INFRASTRUCTURE

16,495

### Major Initiatives

- 2) Complete GRSC Timber Floor Project.
- 3) Complete 1st year scheduled design and civil works for Maffra Streetscape upgrade.
- 4) Finalise design stage and begin civil works for the West Sale Airport Runway Extension Project.
- 5) Complete a master plan for The Wedge as part of the broader Port of Sale cultural precinct.
- 6) Undertake a 12 month review of the Wellington Centre operations (including structure, hours, etc.) with findings to Council prior to 30/6/2019.
- 7) Update flood overlay controls and policy in the Planning Scheme to minimise future risk to the community.
- 8) Secure funding for the upgrade of Cameron Sporting Complex Maffra to ensure the facility meets growing demand.
- 9) Oversee upgrade of the Sale Memorial Hall.
- 10) Oversee upgrade of the Sale Tennis Club redevelopment.

### Service Performance Outcome Indicators

Service	Indicator	Performance Measure	Target
Roads	Satisfaction	Satisfaction with sealed local roads (Community satisfaction rating out of 100 with how Council has performed on the condition of sealed local roads)	50 or more
Statutory Planning	Planning Decision Making	Council planning decisions upheld at VCAT (Percentage of planning application decisions subject to review by VCAT and that were not set aside)	70% or more

## 2018/19 Budget - Wellington Shire Council

### 2.3 Strategic Objectives for theme 'Natural Environment'

- Conserve and protect our natural environment through responsible and sustainable management practices.
- Demonstrate leadership in waste, water management, land management and energy efficiency.
- Build resilience in our communities and landscapes to mitigate risks from a changing climate.

The activities and initiatives for each service category and key strategic activities are described below:

#### Services

Business area	Description of services provided	Expenditure (Income) Net Cost \$'000
Natural Environment & Parks	The Natural Environment & Parks unit covers a range of activities related to the operational management of public open space, which includes approximately 320 hectares of parkland and associated infrastructure, such as picnic shelters, BBQs, seating, boardwalks, fences and public toilets. The service also proactively manages 30,000 – 35,000 urban trees and is responsible for the management, design and development of parks and streetscapes in urban areas.  The unit is also responsible for moving the Wellington community towards a more sustainable future. Key priority areas include biodiversity, water consumption and quality, <u>waste management</u> and energy use.	14,387 (9,026) <b>5,361</b>
<b>Initiatives</b>		
<ul style="list-style-type: none"> <li>• Develop a consistent and practical internal land use planning process to ensure open space requirements are adequately considered.</li> <li>• Complete a feasibility study on the benefits of changing sports turf over to more drought and disease tolerant turf species.</li> <li>• Audit accessibility needs and complete required designs for retrofitting of all existing Regional and District level playspaces.</li> <li>• Build a network with other Gippsland based councils to share knowledge and learn from each other's experiences.</li> </ul>		
Wellington Coast Subdivision Strategy	The Wellington Coast Subdivision Strategy Project Manager is responsible for implementing the Ninety Mile Beach Plan Voluntary Assistance Scheme. Expenditure for 2018/19 is funded through unspent State Government grant funding carried forward.	318 - <b>318</b>
<b>TOTAL NATURAL ENVIRONMENT</b>		<b>5,679</b>

#### Major Initiatives

- 11) Partner with key industry bodies, regional and other stakeholders to ensure long term recycling remains a sustainable service in Wellington. Provide quarterly updates to Council, including early recommendations on pricing to the community.

#### Service Performance Outcome Indicators

Service	Indicator	Performance Measure	Target
Waste collection	Waste diversion	Kerbside collection waste diverted from landfill (Percentage of garbage, recyclable and green organics collected from kerbside bins that is diverted from landfill)	35% or more

## 2018/19 Budget - Wellington Shire Council

### 2.4 Strategic Objectives for theme 'Lifelong Learning'

- Improve people's access to opportunities to challenge and extend their thinking, promote independence, stimulate ideas, further develop leadership skills and lead meaningful lives.
- Encourage innovation for and in the region.

The activities and initiatives for each service category and key strategic activities are described below:

#### Services

Business area	Description of services provided	Expenditure
		(Income)
		Net Cost
		\$'000
Arts & Culture	The Art Gallery and Libraries, as part of the Arts & Culture unit, seeks to assist in the development of a vibrant culturally active community that promotes expression and participation through visual, literary and performing arts; informs and educates the community on various aspects of the arts; enhances the lifestyle of Wellington residents; and encourages visitors to explore the heritage and culture of the region.	1,956
		(493)
		<b>1,463</b>
<b>INITIATIVES</b>		
	<ul style="list-style-type: none"> <li>• Continue to implement recommendations and actions to support the 5 year work plan to reduce energy consumption by 5% per year at The Wedge Performing Art Space and the Wellington Centre.</li> </ul>	
<b>TOTAL LIFELONG EDUCATION AND DEVELOPMENT</b>		<b>1,463</b>

#### Service Performance Outcome Indicators

Service	Indicator	Performance Measure	Target
Libraries	Participation	Active library members (Percentage of the municipal population that are active library members)	15% or more

## 2018/19 Budget - Wellington Shire Council

### 2.5 Strategic Objectives for theme 'Economy'

- Support and develop our existing businesses
- Use a targeted approach to attract new business investment to Wellington Shire, to support population growth
- Grow Wellington Shire's visitor economy

The activities and initiatives for each service category and key strategic activities are described below:

#### Services

Business area	Description of services provided	Expenditure
		(Income) Net Cost \$'000
Business Development	Council's Business Development service aims to support business growth and employment, lifestyle opportunities and a vibrant tourism sector.	925
		(7)
		<b>918</b>

#### Initiatives

- Implement the 2018-20 action plan associated with Wellington Shire Economic Development Strategy.
- Seek funding for and develop a business case for the extension of the Great Southern Rail Trail through to Yarram to increase visitation and business opportunities in adjacent areas.
- Implement year one actions emanating from the Recreation Vehicle (RV) Strategy.
- Provide exceptional visitor information services through Council's Visitor Information Centre network and report to Council on key deliverables by June 2019.
- Work with partners including Latrobe Valley Authority, RDV and AusIndustry to promote government funding opportunities to Wellington businesses to support expansion plans and job creation and report outcomes to Council.
- Review Council's list of Surplus Land so that land value can be realised in accordance with policy and standards of best practice and develop a business case that supports the recommended process/timeline.
- Engage with stakeholders to complete designs of the Port of Sale Mooring Access Project.

#### TOTAL ECONOMY

918

#### Major Initiatives

- |     |  |
|-----|--|
| 12) | Progress West Sale Airport future stages of the Eastern Recreation Aviation Precinct.  |
| 13) | Strongly advocate for the relocation of Federation Training's Fulham campus to Sale CBD and, in doing so, improve accessibility to education and training outcomes for the Wellington community. |



## 2018/19 Budget - Wellington Shire Council

### 2.6 Strategic Objectives for theme 'Organisational'

- Wellington Shire Council is a leader in best practice, innovation, and continuous improvement.
- Community engagement and customer service excellence is central to Council's decision making process.
- Maintain a well governed, transparent, high performing, ethical and accountable organisation.
- Act and lobby on behalf of the priorities of the community.

The services, major initiatives and service performance indicators for each business area are described below:

#### Services

Business area	Description of services provided	Expenditure (Income) Net Cost \$'000
Councillors, Chief Executive and Executive Team	This area of <b>governance</b> includes the Mayor, Councillors, Chief Executive Officer and Executive Management Team and associated support which covers service provision across the entire organisation.	3,583 (125) <b>3,458</b>
<p><b>Initiatives</b></p> <ul style="list-style-type: none"> <li>• Design and develop a new Wellington Shire Council website.</li> <li>• Identify and facilitate shared services/opportunities with participating GLGN Councils.</li> </ul>		
Media and Public Relations	This area provides internal and external communication services and support and branding initiatives for Council. The team also seeks to proactively inform our community and our staff ensuring transparency, consistency and clarity of our message.	437 <b>437</b>
Information Services	The Information Services unit provides centralised and integrated information services and new and emerging technologies to assist Council to reach the 2030 Vision	3,785 (240) <b>3,545</b>
<p><b>Initiatives</b></p> <ul style="list-style-type: none"> <li>• Complete improvement upgrades for the microwave communications infrastructure across Wellington Shire Council and East Gippsland Shire Council.</li> <li>• Plan and manage the rollout requirements for the Educloud project across Wellington Shire Council's participating Schools and Wellington Libraries.</li> </ul>		
Organisational Development	The Organisational Development unit provides expert and responsive advice and services in the areas of Human Resources, Learning & Development, Occupational Health & Safety, Risk Management, Corporate Planning & Reporting and Business Improvement.	2,270 (37) <b>2,233</b>

## 2018/19 Budget - Wellington Shire Council

### *Initiatives*

- *Develop a Workforce Management Plan to address the human resourcing requirements while meeting relevant Access and Inclusion Plan outcomes to ensure that Council has the right employees, with the right skills, to deliver the Council Plan and services required by the community, both now and in the future.*

Finance	The Finance unit provides financial, payroll, rating and property valuation services to the organisation, community and external stakeholders. These services underpin the drive to be a financially sustainable Council, comply with the necessary legislative requirements and meet community needs. The unit also aims to provide a safe, reliable and sustainable fleet of vehicles to support the organisation in achieving its goals. The significant procurement goal is that of gaining good value from our purchasing.	2,519 (58) <b>2,461</b>
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### *Initiatives*

- *Update finance business systems to meet governance requirements*
- *Establish a central Register for all contracts across the organisation to ensure consistency and good governance*

Business Development	The Commercial Facilities team, as part of the Business Development unit, manages a range of commercial property portfolios including strategic projects in addition to completing the transactions for property acquisitions, disposal and transfers.	1,600 (1,523) <b>77</b>
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Municipal Services	The Customer Service team, as part of the Municipal Services unit, provides responsive, quality customer service to all stakeholders.	516  <b>516</b>
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<b>TOTAL ORGANISATIONAL</b>		<b>12,727</b>
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### **Major Initiatives**

- |     |   |
|-----|---|
| 14) | <b>To demonstrate that the Gippsland Regional Livestock Exchange is operating in a manner that provides a positive community and economic outcome for the region.</b> |
|-----|---|

## 2018/19 Budget - Wellington Shire Council

### 2.8 Performance statement

The service performance indicators detailed in the preceding pages will be reported on within the Performance Statement which is prepared at the end of the financial year as required by Section 132 of the Act and included in the 2018/19 Annual Report. The Performance Statement will also include reporting on prescribed indicators of financial performance (outlined in section 5) and sustainable capacity, which are not included in this budget report. The prescribed performance indicators contained in the Performance Statement are audited each year by the Victorian Auditor General who issues an audit opinion on the Performance Statement. The major initiatives detailed in the preceding pages will be reported in the Annual Report in the form of a statement of progress in the Report of Operations.

### 2.9 Reconciliation with budgeted operating result

	Income \$'000	Expenditure \$'000	Net Cost \$'000
Communities	4,301	8,407	(4,106)
Services and Infrastructure	4,487	20,982	(16,495)
Natural Environment	9,026	14,705	(5,679)
Lifelong Education and Development	493	1,956	(1,463)
Economy	7	925	(918)
Organisational	1,983	14,710	(12,728)
<b>Total services &amp; initiatives</b>	<b>20,297</b>	<b>61,685</b>	<b>(41,388)</b>
Other non-attributable			(19,058)
<b>Deficit before funding sources</b>			<b>(60,446)</b>
General Rates			54,548
Underlying Surplus			<b>(5,900)</b>
Capital grants, contributions & other income			15,764
<b>Surplus for the year</b>			<b>5,664</b>

## 2018/19 Budget - Wellington Shire Council

### 3. Financial Statements

This section presents information in regard to the Financial Statements. The budget information for the years 2018/19 to 2021/22 has been extracted from the Strategic Resource Plan.

The section includes the following financial statements in accordance with the Local Government Act 1989 and the Local Government Model Finance Report.

- 3.1 Comprehensive Income Statement
- 3.2 Balance Sheet
- 3.3 Statement of Changes in Equity
- 3.4 Statement of Cash Flows
- 3.5 Statement of Capital Works
- 3.6 Statement of Human Resources

## 2018/19 Budget - Wellington Shire Council

### 3.1 Comprehensive Income Statement

For the four years ending 30 June 2022

	NOTES	Forecast	Budget	Strategic Resource Plan Projections		
		Actual 2017/18 \$'000	2018/19 \$'000	2019/20 \$'000	2020/21 \$'000	2021/22 \$'000
<b>Income</b>						
Rates and Charges	4.1.1	59,501	61,411	64,793	66,724	69,409
Statutory fees & fines	4.1.2	622	811	827	862	860
User fees & charges	4.1.3	6,762	7,525	7,708	7,672	7,979
Grants - Operating	4.1.4	15,111	8,580	14,268	14,725	14,497
Grants - Capital	4.1.4	12,435	13,836	8,600	5,785	4,470
Contributions - monetary - Operating	4.1.5	192	317	168	118	121
Contributions - monetary - Capital	4.1.5	561	1,229	415	100	100
Contributions - non - monetary	4.1.5	200	-	-	-	-
Net gain (loss) on disposal of property, infrastructure, plant and equipment	4.1.6	317	151	115	146	150
Other income- Operating	4.1.7	3,696	2,135	2,206	2,184	2,150
Other income- Capital	4.1.7	1,128	153	110	110	110
<b>Total income</b>		<b>100,655</b>	<b>96,148</b>	<b>97,408</b>	<b>98,624</b>	<b>99,828</b>
<b>Expenses</b>						
Employee costs	4.1.8	25,275	26,927	27,569	28,146	28,796
Materials and Services	4.1.9	30,319	32,297	31,992	33,751	32,783
Bad and doubtful debts	4.1.10	86	86	67	89	91
Depreciation and amortisation	4.1.11	24,400	24,130	24,974	24,932	25,042
Borrowing Costs	4.1.12	424	391	485	387	435
Other expenses	4.1.13	2,363	2,453	2,048	2,302	1,512
<b>Total expenses</b>		<b>82,872</b>	<b>86,784</b>	<b>87,175</b>	<b>89,603</b>	<b>88,659</b>
<b>Surplus for the year</b>		<b>17,833</b>	<b>9,864</b>	<b>10,233</b>	<b>9,015</b>	<b>11,167</b>
<b>Other comprehensive income</b>						
<b>Items that will not be reclassified to surplus or deficit:</b>						
Net asset revaluation increment		8,720	-	-	-	-
<b>Total comprehensive result</b>		<b>26,653</b>	<b>9,864</b>	<b>10,233</b>	<b>9,015</b>	<b>11,167</b>

## 2018/19 Budget - Wellington Shire Council

### 3.2 Balance Sheet

For the four years ending 30 June 2022

	NOTES	Forecast	Budget	Strategic Resource Plan Projections		
		Actual 2017/18 \$'000	2018/19 \$'000	2019/20 \$'000	2020/21 \$'000	2021/22 \$'000
<b>Assets</b>						
<b>Current assets</b>						
Cash and cash equivalents		51,912	45,058	41,697	42,547	40,400
Trade and other receivables		8,157	6,232	6,753	6,802	7,228
Other financial assets		15,000	20,990	20,000	25,000	25,000
Other assets		408	408	408	408	408
<b>Total current assets</b>	4.2.1	<b>73,477</b>	<b>71,688</b>	<b>68,858</b>	<b>74,757</b>	<b>67,034</b>
<b>Non-current assets</b>						
Trade and other receivables		2,520	2,881	3,619	4,071	4,518
Property, infrastructure, plant & equipment		870,301	889,288	897,963	904,634	910,293
Intangible assets		1,272	1,252	1,160	491	-
<b>Total non-current assets</b>	4.2.1	<b>874,101</b>	<b>893,201</b>	<b>902,642</b>	<b>909,396</b>	<b>914,811</b>
<b>Total assets</b>		<b>947,578</b>	<b>964,889</b>	<b>971,500</b>	<b>984,153</b>	<b>986,845</b>
<b>Liabilities</b>						
<b>Current liabilities</b>						
Trade and other payables		7,475	7,347	7,873	8,290	8,058
Trust funds and deposits		609	609	679	789	749
Provisions		6,279	8,689	8,904	7,993	7,153
Interest-bearing loans and borrowings	4.2.3	289	6,884	821	1,007	1,171
<b>Total current liabilities</b>	4.2.2	<b>14,632</b>	<b>24,019</b>	<b>18,277</b>	<b>18,059</b>	<b>17,131</b>
<b>Non-current liabilities</b>						
Provisions		8,176	5,950	7,409	10,267	12,277
Interest-bearing loans and borrowings	4.2.3	7,603	5,810	8,570	7,568	8,011
<b>Total non-current liabilities</b>	4.2.2	<b>13,779</b>	<b>11,760</b>	<b>13,979</b>	<b>17,835</b>	<b>20,288</b>
<b>Total liabilities</b>		<b>28,411</b>	<b>35,779</b>	<b>32,256</b>	<b>35,894</b>	<b>37,419</b>
<b>Net assets</b>		<b>919,147</b>	<b>929,011</b>	<b>939,244</b>	<b>948,259</b>	<b>959,426</b>
<b>Equity</b>						
Accumulated surplus		360,894	369,571	379,982	390,137	405,002
Other Reserves	4.3.1	7,003	8,190	8,012	6,872	3,174
Asset Revaluation Reserve		551,250	551,250	551,250	551,250	551,250
<b>Total equity</b>		<b>919,147</b>	<b>929,011</b>	<b>939,244</b>	<b>948,259</b>	<b>959,426</b>

## 2018/19 Budget - Wellington Shire Council

### 3.3 Statement of Changes in Equity

For the four years ending 30 June 2022

	NOTES	Total \$'000	Accumulated Surplus \$'000	Asset Revaluation Reserve \$'000	Other Reserves \$'000
<b>2018 Forecast</b>					
Balance at beginning of the financial year		893,210	344,174	542,530	8,505
Surplus(deficit) for the year		17,933	17,933	-	-
Effect of prior year adjustments		(718)	(718)	-	-
Net asset revaluation increment(decrement)		8,720	-	8,720	-
Transfer to other reserves		-	(3,511)	-	3,511
Transfer from other reserves		-	3,014	-	(3,014)
<b>Balance at end of the financial year</b>		<b>919,147</b>	<b>360,894</b>	<b>551,250</b>	<b>7,003</b>
<b>2019 Budget</b>					
Balance at beginning of the financial year		919,147	360,894	551,250	7,003
Surplus(deficit) for the year		3,854	3,854	-	-
Net asset revaluation increment(decrement)		-	-	-	-
Transfer to other reserves	4.3.1	-	(2,912)	-	2,912
Transfer from other reserves	4.3.1	-	1,725	-	(1,725)
<b>Balance at end of the financial year</b>	4.3.2	<b>928,011</b>	<b>369,571</b>	<b>551,250</b>	<b>8,190</b>
<b>2020</b>					
Balance at beginning of the financial year		928,011	369,571	551,250	8,190
Surplus(deficit) for the year		10,233	10,233	-	-
Net asset revaluation increment(decrement)		-	-	-	-
Transfer to reserves		-	(3,132)	-	3,132
Transfer from reserves		-	3,310	-	(3,310)
<b>Balance at end of the financial year</b>		<b>938,244</b>	<b>379,672</b>	<b>551,250</b>	<b>8,012</b>
<b>2021</b>					
Balance at beginning of the financial year		938,244	379,672	551,250	8,012
Surplus(deficit) for the year		9,015	9,015	-	-
Net asset revaluation increment(decrement)		-	-	-	-
Transfer to reserves		-	(3,134)	-	3,134
Transfer from reserves		-	4,274	-	(4,274)
<b>Balance at end of the financial year</b>		<b>947,259</b>	<b>380,137</b>	<b>551,250</b>	<b>8,872</b>
<b>2022</b>					
Balance at beginning of the financial year		947,259	380,137	551,250	8,872
Surplus(deficit) for the year		11,167	11,167	-	-
Net asset revaluation increment(decrement)		-	-	-	-
Transfer to reserves		-	(3,347)	-	3,347
Transfer from reserves		-	7,045	-	(7,045)
<b>Balance at end of the financial year</b>		<b>958,426</b>	<b>405,002</b>	<b>551,250</b>	<b>3,174</b>

## 2018/19 Budget - Wellington Shire Council

### 3.4 Statement of Cash Flow

For the four years ending 30 June 2022

	Forecast Actual 2017/18	Budget 2018/19	Strategic Resource Plan Projections		
			2019/20	2020/21	2021/22
NOTES	\$'000	\$'000	\$'000	\$'000	\$'000
	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)
<b>Cash flows from operating activities</b>					
Rates and charges	59,037	81,174	84,374	88,484	89,078
Statutory fees and fines	822	311	827	862	860
User fees	6,942	7,343	7,889	7,793	7,988
Grants - Operating	15,408	4,785	14,062	14,929	14,291
Grants - Capital	14,804	13,336	6,600	5,785	4,470
Contributions- monetary	472	1,464	(338)	(259)	(212)
Interest received	1,345	1,250	1,275	1,301	1,327
Trust funds and deposits taken	(679)	(224)	249	141	252
Other receipts	2,255	1,038	1,041	963	933
Employers costs	(25,841)	(26,490)	(27,415)	(28,001)	(28,630)
Materials and services	(31,516)	(31,828)	(32,067)	(33,334)	(33,011)
Trust funds and deposits repaid	497	314	(269)	(51)	(272)
Other payments	(702)	(783)	(548)	(502)	(512)
<b>Net cash provided by operating activities</b>	<b>4.4.1</b>	<b>42,904</b>	<b>36,771</b>	<b>36,141</b>	<b>36,580</b>
<b>Cash flows from investing activities</b>					
Payments for property, infrastructure, plant and equipment	36,196	43,876	33,968	31,878	30,689
Proceeds from sale of property, infrastructure, plant and equipment	(1,545)	(731)	(848)	(790)	(809)
Payments for/ (Proceeds from) sale of investments	(1,431)	5,000	-	5,000	-
<b>Net cash used in investing activities</b>	<b>4.4.2</b>	<b>35,190</b>	<b>47,945</b>	<b>36,065</b>	<b>29,880</b>
<b>Cash flows from financing activities</b>					
Finance costs	424	391	485	387	435
Proceeds from borrowings	-	(5,000)	(1,473)	(2,005)	(1,815)
Repayment of borrowings	764	289	6,654	821	1,007
<b>Net cash provided by financing activities</b>	<b>4.4.3</b>	<b>1,188</b>	<b>(4,520)</b>	<b>5,898</b>	<b>(173)</b>
<b>Net increase (decrease) in cash &amp; cash equivalents</b>		<b>8,526</b>	<b>(6,694)</b>	<b>850</b>	<b>6,893</b>
Cash & cash equivalents at beginning of the financial year		45,388	51,912	45,058	41,897
<b>Cash &amp; cash equivalents at end of the financial year</b>		<b>51,912</b>	<b>45,058</b>	<b>41,897</b>	<b>48,400</b>



## 2018/19 Budget - Wellington Shire Council

### 3.5 Statement of Capital Works

For the four years ending 30 June 2022

	NOTES	Forecast	Budget	Strategic Resource Plan Projections		
		2017/18 \$'000	2018/19 \$'000	2019/20 \$'000	2020/21 \$'000	2021/22 \$'000
<b>Property</b>						
Land		-	-	-	-	-
Landfill Improvements		1,023	30	-	75	1,800
<b>Total land</b>		<b>1,023</b>	<b>30</b>	<b>-</b>	<b>75</b>	<b>1,800</b>
Buildings		11,873	8,877	7,415	5,332	4,470
<b>Total property</b>		<b>12,896</b>	<b>8,907</b>	<b>7,415</b>	<b>5,407</b>	<b>6,270</b>
<b>Plant &amp; Equipment</b>						
Plant, Machinery & Equipment		2,178	2,201	2,008	2,324	2,450
Furniture & Fittings		384	196	10	-	-
Computers & Communications		270	185	182	182	182
Library books		282	258	254	287	278
<b>Total plant &amp; equipment</b>		<b>3,103</b>	<b>2,821</b>	<b>2,452</b>	<b>2,793</b>	<b>2,910</b>
<b>Infrastructure</b>						
Roads		10,716	12,083	13,294	12,032	13,066
Bridges		1,292	412	610	735	603
Footpaths		2,147	6,718	865	785	803
Drainage		300	150	1,410	2,250	1,445
Off Street Car Parks		370	85	550	550	550
Aerodromes		779	6,238	435	415	605
Parks, Open Space, Streetscapes		3,721	3,181	3,660	2,785	2,025
Recreation, Leisure, Community Facilities		1,008	3,442	1,953	2,798	1,435
Waste Management		147	250	235	120	100
Other Infrastructure		1,650	745	520	1,120	840
<b>Total Infrastructure</b>		<b>22,128</b>	<b>33,284</b>	<b>23,462</b>	<b>23,570</b>	<b>21,572</b>
Intangibles		33	664	659	108	137
<b>Total Intangibles</b>		<b>33</b>	<b>664</b>	<b>659</b>	<b>108</b>	<b>137</b>
<b>Total capital works expenditure</b>	4.5.1	<b>38,166</b>	<b>43,676</b>	<b>33,988</b>	<b>31,878</b>	<b>30,689</b>
<b>Represented by:</b>						
New asset expenditure		2,920	335	350	330	520
Asset renewal expenditure		24,044	26,586	22,951	22,556	23,552
Asset expansion expenditure		4,043	3,951	2,504	3,172	1,287
Asset upgrade expenditure		7,150	12,794	6,183	5,820	5,330
<b>Total capital works expenditure</b>	4.5.1	<b>38,166</b>	<b>43,676</b>	<b>33,988</b>	<b>31,878</b>	<b>30,689</b>
<b>Funding sources represented by:</b>						
Grants		12,435	13,326	8,800	5,785	4,470
Contributions		2,151	1,777	1,822	506	920
Council cash		23,580	23,289	24,868	23,787	24,299
Borrowings		-	4,795	500	1,400	1,000
<b>Total capital works expenditure</b>	4.5.1	<b>38,166</b>	<b>43,676</b>	<b>33,988</b>	<b>31,878</b>	<b>30,689</b>

## 2018/19 Budget - Wellington Shire Council

### 3.6 Statement of Human Resources

For the four years ending 30 June 2022

	Forecast	Budget	Strategic Resource Plan Projections		
	Actual 2017/18 \$'000	2018/19 \$'000	2019/20 \$'000	2020/21 \$'000	2021/22 \$'000
<b>Staff expenditure</b>					
Employee costs - operating	25,275	26,927	27,589	28,148	28,796
Employee costs - capital	92	102	-	-	-
<b>Total staff expenditure</b>	<b>25,367</b>	<b>27,029</b>	<b>27,589</b>	<b>28,148</b>	<b>28,796</b>
	FTE	FTE	FTE	FTE	FTE
<b>Staff numbers</b>					
Employers- Operating	298.1	294.5	288.3	286.0	284.0
Capitalised Labour	1.0	1.0	-	-	-
<b>Total Staff numbers</b>	<b>297.1</b>	<b>295.5</b>	<b>288.3</b>	<b>286.0</b>	<b>284.0</b>

A summary of human resources expenditure categorised to the organisational structure of Council is included below:

Division	Budget 2018/19 \$'000	Comprises			
		Permanent Full Time \$'000	Part Time \$'000	Casual \$'000	Temporary \$'000
Built & Natural Environment	3,276	6,801	58	-	418
Chief Executive Officer	810	810	-	-	-
Community and Culture	6,385	3,220	1,041	1,638	476
Corporate Services	3,882	3,286	353	-	243
Development	5,793	4,545	744	237	177
<b>Division Totals</b>	<b>26,056</b>	<b>20,672</b>	<b>2,197</b>	<b>1,875</b>	<b>1,312</b>
<b>Total permanent staff expenditure</b>	<b>22,869</b>				
Casuals, temporary and other expenditure	4,180				
Less: Capitalised Labour costs	(102)				
<b>Total operating expenditure</b>	<b>26,927</b>				

A summary of the number of full time equivalent (FTE) Council staff in relation to the above expenditure is included below:

Division	Budget FTE	Comprises			
		Permanent Full Time	Part Time	Casual \$'000	Temporary \$'000
Built & Natural Environment	112.8	106.0	0.6	-	6.0
Chief Executive Officer	6.0	6.0	-	-	-
Community and Culture	75.4	33.0	14.2	19.5	8.7
Corporate Services	40.8	33.0	4.8	-	3.0
Development	80.7	44.0	10.8	3.2	2.9
<b>Division Totals</b>	<b>295.5</b>	<b>222.0</b>	<b>30.2</b>	<b>22.7</b>	<b>20.6</b>
<b>Total permanent staff</b>	<b>292.2</b>				
Casuals and other	43.3				
Less: Capitalised Labour costs	(1.0)				
<b>Total Operating Employees</b>	<b>294.5</b>				

## 2018/19 Budget - Wellington Shire Council

### 4. Notes to Financial Statements

#### 4.1 Comprehensive Income Statement

##### 4.1.1 Rates and Charges

Rates and charges are required by the Act and the Regulations to be disclosed in Council's annual budget.

In developing the Strategic Resource Plan (SRP), rates and charges were identified as an important source of income. Planning for future rate increases has therefore been an important component of the Strategic Resource Planning (SRP) process. The Fair Go Rates System (FGRS) sets out the maximum amount councils may increase rates in a year. For 2018/19 the FGRS cap has been set at 2.25%. The cap applies to general rates and is calculated on the basis of council's average rates.

The level of required rates and charges has been considered in this context, with reference to Council's other sources of income and the planned expenditure on services and works to be undertaken for the community.

To achieve these objectives while maintaining service levels and a strong capital expenditure program, the average general rate will increase by 2.25% in line with the rate cap. Other charges including the Garbage charge, Waste Infrastructure charge and the EPA levy are outside the Fair Go Rate System (FGRS) and will be on a cost recovery basis. Special charge relates to ratepayer's contributions towards special charge street schemes.

Total rate and charges to be raised for 2018/19 is \$61.1M and \$0.3M for interest on rates and charges.

4.1.1(a) The reconciliation of the total rates and charges to the Comprehensive Income Statement is as follows:

	Forecast Actual	Budget 2018/19	Change	
	\$'000	\$'000	\$'000	%
General rates*	53,324	54,551	1,227	2.3
Garbage Charge	1 3,570	4,166	596	16.7
Waste Infrastructure Charge	1,536	1,679	142	9.2
EPA Levy	285	319	33	11.6
Boisdale Sewage Scheme	10	10	-	-
Special charge	2 462	395	(67)	(14.5)
Interest on rates and charges	314	293	(21)	(6.7)
<b>Total rates and charges</b>	<b>59,501</b>	<b>61,411</b>	<b>1,910</b>	<b>3.2</b>

\*This item is subject to the rate cap established under the FGRS.

##### Comments

(1) The increase in the garbage charge is due to the impact of developments in the recycling industry resulting from China's ban on the importation of certain materials in their present form, which will significantly increase Council's cost of recycling and handling.

(2) Special charge relates to owner contribution raised as a special charge for ratepayers' contribution towards street reconstructions.

4.1.1(b) The rate in the dollar to be levied as general rates under Section 156 of the Act for each type of class of land compared with the previous financial year:

Type or class of land	2017/18	2018/19	Change
	cents/\$CV	cents/\$CV	
General residential	0.005436	0.005297	(2.6%)
Commercial/Industrial	0.005436	0.005297	(2.6%)
Farm	0.004349	0.004238	(2.6%)
Cultural & Recreational Land Act (rate concession)	N/A	N/A	N/A

## 2018/19 Budget - Wellington Shire Council

4.1.1(c) The estimated amount to be raised by general rates in relation to each type or class of land, and the estimated total amount to be raised by general rates compared with the previous year.

Type of Property	2017/18 \$000's	2018/19 \$000's	Change %
General residential	31,560	32,153	1.3
Commercial/Industrial	8,629	12,255	42.0
Farm	9,680	10,073	4.1
Cultural & Recreational Land	71	70	(0.9)
<b>Total amount to be raised by general rates</b>	<b>49,940</b>	<b>54,551</b>	<b>9.2</b>

Additional supplementary property valuations and new assessments occurring after the 2017/18 budget was struck in April 2017, are fully annualised and are included in the budget for 2018/19.

4.1.1(d) The number of assessments in relation to each type or class of land compared with the previous year.

Type of Property	2017/18 No.	2018/19 No.	Change %
General residential	28,301	27,691	(2.2)
Commercial/Industrial	1,563	1,551	(0.1)
Farm	3,656	3,539	(3.2)
Cultural & Recreational Land	37	35	(5.4)
<b>Total number of assessments</b>	<b>33,547</b>	<b>32,816</b>	<b>(2.2)</b>

4.1.1(e) The basis of valuation to be used is the Capital Improved Value (CIV).

4.1.1(f) The estimated value of each type or class of land compared with the previous financial year.

Type of Property	2017/18 000's	2018/19 000's	Change %
General residential	5,606,600	6,070,024	4.5
Commercial/Industrial	1,587,341	2,313,557	45.8
Farm	2,225,986	2,378,944	6.8
Recreational Land	27,468	28,509	3.8
<b>Total value of land</b>	<b>9,647,461</b>	<b>10,789,034</b>	<b>11.8</b>

The uplift represents supplementary (new assessments of CIV) occurring/created after the 2017/18 budget was struck in April 2017 and exist for inclusion in 2018/19 budget.

4.1.1(g) The rate or unit amount to be levied for each type of service rate or charge under Section 162 of the Act compared with the previous financial year.

Type of Charge	Per Rateable Property 2017/18 \$	Per Rateable Property 2018/19 \$	Change %
Residential Garbage collection	187.00	222.00	18.7
Waste Infrastructure Charge (Landfill operation and rehabilitation)	50.00	55.00	10.0
EPA Levy Charge	14.92	16.92	13.4
Boisdale Common Effluent System and Pump out Charge - Residential	396.00	404.90	2.2
Boisdale Common Effluent System and Pump out Charge - Commercial	396.00	404.90	2.2

Service rates and charges are not covered by FGRS

## 2018/19 Budget - Wellington Shire Council

4.1.1 (h) The estimated amount to be raised by each type of service rate or charge compared with the previous financial year.

Type of Charge	2017/18 000's	2018/19 000's	Change %
Kerbside collection (Garbage) (1)	3,533	4,166	17.9
Waste Infrastructure Charge	1,534	1,678	9.4
EPA Levy Charge	262	318	12.6
Boisdale Common Effluent System Charge	10	10	-
<b>Total amount to be raised by service rates or charges</b>	<b>5,359</b>	<b>6,172</b>	<b>15.2</b>

(1) Recycle processing charges and management of council's landfills and transfer stations.

4.1.1(i) The estimated total amount to be raised by all rates and charges compared with the previous year:

	2017/18 000's	2018/19 000's	Change
Rates and charges	55,304	60,723	5,419
Supplementary rates	196	-	(196)
<b>Total</b>	<b>55,500</b>	<b>60,723</b>	<b>5,223</b>

4.1.1(j) Fair Go Rates System Compliance

Wellington Shire Council is compliant with the State Government's Fair Go Rates System:

	2017/18	2018/19
Number of rateable properties	33,153	32,781
Base Average Rates	\$ 1,567.30	\$ 1,631.73
Maximum Rate Increase (set by the State Government)	2.00%	2.25%
Capped Average Rate	\$ 1,698.65	\$ 1,868.44
Maximum General Rates and Municipal Charges Revenue	\$ 53,000,043	\$ 54,693,115
Budgeted General Rates and Municipal Charges Revenue	\$ 53,005,016	\$ 54,480,996

4.1.1 (k). There are no known significant changes, which may affect the estimated amounts to be raised by rates and charges. However, the total amount to be raised by rates and charges may be affected by:

- The making of supplementary valuations;
- The variation of returned levels of value (e.g. valuation appeals);
- Changes of use of land such that rateable land becomes non-rateable land and vice versa;
- Changes of use of land such that residential land becomes business land and vice versa; and
- Consolidation of farm properties and land subdivisions.

## 2018/19 Budget - Wellington Shire Council

### 4.1.1(i) Differential rates:

#### Rates to be levied

The rate in the dollar to be applied to the C/IV in

- A general rate of 0.005297 for all rateable general properties; and

Each differential rate will be determined by multiplying the Capital Improved Value of each rateable land (categorised by the characteristics described below) by the relevant percentages indicated above.

Council considers that each differential rate will contribute to the equitable and efficient carrying out of Council functions. Details of the types of classes of land, which are subject to each differential rate are set out below.

#### Farm Land

Farm land is land, which is:

- not less than 2 hectares in area; and
- is used primarily for:
  - grazing (including agistment);
  - dairying;
  - pig-farming;
  - poultry-farming;
  - fish-farming;
  - tree-farming;
  - bee-keeping;
  - viticulture;
  - horticulture;
  - fruit-growing or the growing of crops of any kind or for any combination of these activities, and;
- is used by a business;
  - that has significant and substantial commercial purpose or character; and
  - that seeks to make a profit on a continuous or repetitive basis from its activities on the land; and
  - that is making a profit from its activities on the land, or that has a reasonable prospect of making a profit from its activities on the land if it continues to operate in the way that it is operating; and
- where the ratepayer is considered a Primary Producer.

#### Recreational land

Recreational land is land, which is as defined in accordance with Section 4 of the *Cultural & Recreational Lands Act 1963*:

- controlled by a non-profit organisation which exists for the purpose of providing or promoting culture or sporting recreation facilities which is used for sporting, recreation or cultural purposes or which is used for agricultural showgrounds.

The amounts levied on recreational land have regard to the services provided by the Council in relation to such lands, and the benefit to the community derived from such recreational lands.

## 2018/19 Budget - Wellington Shire Council

### 4.1.2 Statutory fees and fines

	Forecast	Budget	Change	
	Actual 2017/18 \$'000	2018/19 \$'000	\$'000	%
Infringements and costs	215	221	6	2.8
Land & Building Information Certificates	115	118	3	2.6
Permits	93	72	(21)	(22.6)
Planning Fees	399	400	1	0.3
<b>Total statutory fees and fines</b>	<b>822</b>	<b>811</b>	<b>(11)</b>	<b>(1.4)</b>

Statutory fees relate mainly to fees and fines levied in accordance with legislation and includes Public Health and Wellbeing Act 2008 registrations, provision of property information and fines. Increases in statutory fees are made in accordance with legislative requirements.

**Comments:**

Budgeted statutory fees and fines are expected to remain relatively consistent with 2017/18 levels except for permits. Permit income is anticipated to decrease by 23 per cent primarily due to the lower number of compliance (fee) notices expected to be raised in 2018/19.

### 4.1.3 User fees

	Forecast	Budget	Change	
	Actual 2017/18 \$'000	2018/19 \$'000	\$'000	%
Waste management services	2,573	2,673	100	3.9
Leisure centres	2,142	2,260	118	5.5
Registration and other permits	1	777	776	14.8
Saleyards	2	658	656	310.0
The Wedge	380	389	9	2.3
Other fees and charges	332	285	(37)	(11.2)
Reimbursements	3	282	279	(14.9)
Emergency Works- Call outs	90	90	-	-
Animal Services	61	61	-	-
Wellington Centre	35	39	4	10.9
<b>Total user fees</b>	<b>6,782</b>	<b>7,525</b>	<b>743</b>	<b>11.0</b>

User charges relate mainly to the recovery of service delivery costs through the charging of fees to users of Council's services. These include use of leisure, entertainment and other community facilities. In setting the budget, the key principles for determining the level of user charges has been to ensure that increases do not exceed CPI increases or market levels.

**Comments:**

Budgeted user fees are expected to increase by \$0.7M over 2017/18.

(1) Additional animal registration income will be used to employ resources to ensure compliance with new Domestic Breeders legislation.

(2) Since 1 April 2018 Council retained operations of the Gippsland Regional Livestock Exchange operations which results in a full year of user fees in 2018/19.

(3) During 2017/18 Council provided information technology shared services support to two Gippsland Councils, but the 2018/19 budget only includes support for one council.

A detailed listing of fees and charges is included in Appendix- Fees and Charges.

## 2018/19 Budget - Wellington Shire Council

### 4.1.4 Grants

Grants are required by the Act and the Regulations to be disclosed in Council's annual budget.

	Forecast Actual 2017/18 \$'000	Budget 2018/19 \$'000	Change \$'000	%
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Grants were received in respect of the following:

Summary of grants				
Commonwealth funded grants	18,601	8,900	(9,701)	(52.2)
State funded grants	8,945	13,616	4,671	51.1
<b>Total grants received</b>	<b>27,546</b>	<b>22,416</b>	<b>(5,130)</b>	<b>(18.6)</b>

#### (a) Operating Grants

<b>Recurrent - Commonwealth Government</b>					
Victoria Grants Commission	1	12,754	8,311	(6,443)	(50.5)
<b>Recurrent - State Government</b>					
Property valuation	2	185	-	(185)	(100.0)
School crossing supervisors		110	110	-	-
Municipal emergency		154	179	22	14.2
Libraries		314	321	7	2.3
Parks & Environmental services		112	113	1	0.8
Cultural Services		213	213	-	-
Fire Service Property levy		58	-	(58)	(100.0)
Senior citizens		56	56	-	-
Other		13	13	-	-
Community support programs		25	25	-	-
Rural Access		261	247	(14)	(5.4)
Environmental health		72	72	-	-
<b>Total recurrent grants</b>		<b>14,327</b>	<b>7,657</b>	<b>(6,670)</b>	<b>(46.6)</b>
<b>Non-Recurrent - State Government</b>					
Other		50	125	75	150.0
Community Support programs		5	5	-	-
Cultural Services		8	-	(8)	(100.0)
Parks & Environmental services	3	255	-	(255)	(100.0)
Economic Development & Tourism		5	-	(5)	(100.0)
Community & Recreation Facilities upgrade	4	460	793	333	72.5
<b>Total non-recurrent grants</b>		<b>784</b>	<b>923</b>	<b>139</b>	<b>17.7</b>
<b>Total operating grants</b>		<b>15,111</b>	<b>8,580</b>	<b>(6,531)</b>	<b>(43.2)</b>

#### Comments:

Budgeted operating grants are expected to decrease by \$6.5M over 2017/18.

(1) The Commonwealth Government has indicated that fifty percent of the 2018/19 Financial Assistance Grant will be 'brought forward' to the current financial year and paid before 30 June 2018.

(2) The biennial general property revaluation will occur in 2017/18 for which Council receives reimbursement from the State Revenue Office.

(3) The Victorian government announced in March 2018 that it will provide assistance to Councils for impact of the change in recycling arrangement for the last 2017/18 financial quarter.

(4) One off grants for community and facilities upgrades will be received in 2018/19 for Sale Memorial Hall and Gormandale Lighting Upgrades.



## 2018/19 Budget - Wellington Shire Council

		Forecast Actual 2017/18 \$'000	Budget 2018/19 \$'000	Change	
				\$'000	%
<b>(b) Capital Grants</b>					
<b>Recurrent - Commonwealth Government</b>					
Roads to Recovery	1	5,497	1,617	(3,880)	(70.6)
<b>Total Recurrent Commonwealth Government grants</b>		<b>5,497</b>	<b>1,617</b>	<b>(3,880)</b>	<b>(70.6)</b>
<b>Non - Recurrent - Commonwealth Government</b>					
Blackspot	2	350	872	522	177.7
<b>Non - Recurrent - State Government</b>					
Roads	2	-	1,167	1,167	-
Bridges		-	146	146	-
Footpaths	3	534	1,500	966	180.9
Recreational Leisure & Community Facilities		207	1,090	883	426.6
Parks, Open Space & Streetscapes		1,375	398	(977)	(71.1)
Aerodromes	4	500	4,500	4,000	800.0
Other Infrastructure		297	356	59	19.9
Buildings	6	3,665	2,090	(1,575)	(43.0)
Plant, Machinery & Equipment		1	-	(1)	(100.0)
Library Books		9	-	(9)	(100.0)
<b>Total Non-Recurrent State Government Grants</b>		<b>6,568</b>	<b>11,247</b>	<b>4,659</b>	<b>70.7</b>
<b>Total Capital grants</b>		<b>12,435</b>	<b>13,838</b>	<b>1,401</b>	<b>11.3</b>
<b>Total Grants</b>		<b>27,548</b>	<b>22,416</b>	<b>(5,130)</b>	<b>(18.6)</b>

### Comments:

Capital grants include all monies received from State and Federal government for the purposes of funding specific capital works projects and are expected to increase by \$1.4M compared to 2017/18.

(1) 2018/19 is the last year of the current Roads to Recovery 5 year program.

(2) Blackspot and Local Roads to Market funding will be used to upgrade roads in the various areas of the Shire.

(3) Funding will be received for Streetscapes works in Maltra and Sale.

(4) Other major grant funding will be received for the West Sale Runway Extension (\$4.5M), Cameron Sporting Complex (\$2M) and Sale Tennis Club (\$0.8M).

## 4.1.5 Contributions

		Forecast Actual 2017/18 \$'000	Budget 2018/19 \$'000	Change	
				\$'000	%
Monetary	1	793	1,546	793	100.3
Non-monetary	2	260	-	(260)	(100.0)
<b>Total contributions</b>		<b>1,013</b>	<b>1,546</b>	<b>533</b>	<b>52.6</b>

### Comments:

Cash contributions include all monies received from community sources or other non government bodies towards the delivery of Council's services to ratepayers (operating) and capital works program.

(1) Monetary contributions are expected to increase by \$0.8M in anticipation of community contributions towards some major community redevelopments occurring in 2018/19 including the Sale Memorial Hall, Cameron Sporting Complex, Sale Tennis Club and the Gippsland Regional Sports Complex floor upgrade.

(2) Non monetary contributions are gifted and donated assets relating to infrastructure assets from new subdivisions and land acquired under the Wellington Coastal Strategy Voluntary Assistance Scheme. No non cash monetary contributions have been budgeted for 2018/19.

## 2018/19 Budget - Wellington Shire Council

### 4.1.6 Net Gain (loss) on disposal of property, infrastructure, plant and equipment

	Forecast	Budget	Change	
	Actual 2017/18 \$'000	2018/19 \$'000	\$'000	%
Proceeds from sale of assets	1,545	731	(814)	(52.7)
Written Down Value of assets sold	(1,228)	(580)	648	(52.8)
<b>Total Net Gain (loss) on disposal of property, infrastructure, plant and equipment</b>	<b>317</b>	<b>151</b>	<b>(166)</b>	<b>(52.3)</b>

**Comments:**

Proceeds from the disposal of Council Assets is expected to be \$0.7M and relates mainly to the planned cyclical replacement of part of the plant and vehicle fleet. The written down value of assets sold is anticipated to be \$0.6M.

### 4.1.7 Other income

	Forecast	Budget	Change	
	Actual 2017/18 \$'000	2018/19 \$'000	\$'000	%
Interest on investments	1,345	1,280	(65)	(7.1)
Other rent	1 940	815	(134)	(14.1)
Donations	2 1,131	155	(976)	(86.3)
Recognition of assets	3 1,223	-	(1,223)	(100.0)
Interest on debtors	18	18	-	-
Miscellaneous income	4 107	-	(107)	(100.0)
Sponsorship	27	27	-	-
Insurance recovery	24	23	(1)	(4.2)
<b>Total other income</b>	<b>4,824</b>	<b>2,288</b>	<b>(2,536)</b>	<b>(52.6)</b>

**Comments:**

Budgeted other income is expected to decrease by \$2.5M.

(1) Since 1 April 2018 Council retained operations of the Gippsland Regional Livestock Exchange operations which results in reduced rental income in 2018/19.

(2) Reduced donations towards major projects such as the Port of Sale Culture Hub (Wellington Centre) and the Gippsland Regional Sports Complex will not occur in 2018/19.

(3) Recognition of assets such as roads and buildings are forecasted to be \$1.2M in 2017/18. No budget is included for recognition of assets in 2018/19.

(4) A number of one-off miscellaneous reimbursements and non asset sales occurred in 2017/18 which are not expected to occur in 2018/19.

## 2018/19 Budget - Wellington Shire Council

### 4.1.8 Employee costs

	Forecast		Budget	Change	
	Actual	2017/18		2018/19	\$'000
		\$'000	\$'000	\$'000	%
Wages and Salaries		20,056	21,842	1,787	8.9
Superannuation		2,003	2,121	118	5.9
Casual staff		1,774	1,640	(134)	(7.6)
Other		832	585	(247)	(29.7)
Workcover		391	512	121	31.0
Fringe benefit tax		220	227	7	3.4
<b>Total employee costs</b>		<b>25,276</b>	<b>26,927</b>	<b>1,652</b>	<b>6.5</b>

**Comments:**

Budgeted employee costs are expected to increase by \$1.7 M over 2017/18 primarily due to:

- (1) Moving to direct employment of staff at Gippeland Regional Livestock Exchange (GRLE) and Visitor Information Centres.
- (2) Enterprise Agreement increases and within band movements.

### 4.1.9 Materials and services

	Forecast		Budget	Change	
	Actual	2017/18		2018/19	\$'000
		\$'000	\$'000	\$'000	%
Authority fees		948	948	-	-
Consultants	1	514	837	323	62.9
Contractors	2	14,568	15,086	518	3.6
Contributions		2,690	2,644	(46)	(1.7)
Insurance		1,085	1,111	46	4.3
Legal expenses		218	154	(62)	(28.7)
Materials	3	7,992	8,874	882	11.0
Utility payments	4	2,326	2,643	317	13.6
<b>Total Materials and services</b>		<b>30,319</b>	<b>32,297</b>	<b>1,978</b>	<b>6.5</b>

**Comments:**

Budgeted materials and services are expected to increase by \$2.0M over 2017/18:

- (1) Additional consulting expenditure will occur in 2018/19 mainly for the commencement of research in relation to Port Albert drainage and tidal protection opportunities (\$0.2M) and identifying and facilitating shared services opportunities with participating Gippeland Local Government Network (GLGN) Councils (\$0.1M).
- (2) Additional contractor expenditure in 2018/19 includes the impact of increased recycling processing costs (\$0.6M), continued works on potential shared services between Gippeland Councils (\$0.6M), redevelopment of the Sale Memorial Hall and Gormandale lighting upgrades (\$1.0M) and SPAusnet upgrades to York Street Sale (\$1.0M). This is offset by a reduction in 2017/18 one off expenditure on projects such as the Cowarr Recreation Reserve Upgrade, the biennial general property valuation, Kimany Landfill remediation works and the completion of the Cobains Rd/Princes Highway roundabout.
- (3) Materials costs will increase for the maintenance of roads and other infrastructure including the refurbishment of the Port of Sale Business Centre.
- (4) Utility costs are anticipated to increase mainly due to a full year of operational costs for the Wellington Centre and the impact of a new electricity contract commencing January 2018.

## 2018/19 Budget - Wellington Shire Council

### 4.1.10 Bad and doubtful debts

	Forecast	Budget	Change	
	Actual 2017/18 \$'000	2018/19 \$'000	\$'000	%
Rate debtors	81	81	-	-
Infringements	5	5	-	-
<b>Total bad and doubtful debts</b>	<b>86</b>	<b>86</b>	<b>-</b>	<b>-</b>

**Comments:**

Budgeted bad and doubtful debts are expected to remain consistent with 2017/18 levels.

### 4.1.11 Depreciation and amortisation

	Forecast	Budget	Change	
	Actual 2017/18 \$'000	2018/19 \$'000	\$'000	%
Infrastructure	15,170	15,692	426	3.2
Property	6,698	5,509	(1,189)	(17.8)
Plant and equipment	2,235	2,274	39	1.8
Intangible assets	296	685	389	131.7
<b>Total depreciation and amortisation</b>	<b>24,405</b>	<b>24,130</b>	<b>(275)</b>	<b>(1.1)</b>

**Comments:**

Budgeted depreciation and amortisation is expected to decrease by \$0.3M, mainly due to a one off accounting adjustment in 2017/18 of \$2.3M for the partial disposal of a Port of Sale building associated with the completion of the major refurbishment. Excluding this adjustment depreciation and amortisation will increase by nearly \$3M due mainly to the completion of the 2018/19 capital works program and the full year effect of depreciation on the 2017/18 capital works program.

### 4.1.12 Borrowing costs

	Forecast	Budget	Change	
	Actual 2017/18 \$'000	2018/18 \$'000	\$'000	%
Interest - borrowings	424	391	(33)	(7.7)
<b>Total borrowing costs</b>	<b>424</b>	<b>391</b>	<b>(33)</b>	<b>(7.7)</b>

### 4.1.13 Other expenses

	Forecast	Budget	Change	
	Actual 2017/18 \$'000	2018/19 \$'000	\$'000	%
Derecognition of assets	56	-	(56)	(100.0)
Assets written off	105	-	(105)	(100.0)
Councillors allowances	304	310	6	2.0
Operating lease rentals	288	278	(10)	(3.8)
Landfill Rehabilitation Expense	1,500	1,750	250	16.7
Auditors remuneration - VAGO	70	70	-	-
Auditors remuneration - internal	40	45	5	12.5
<b>Total other expenses</b>	<b>2,963</b>	<b>2,453</b>	<b>50</b>	<b>3.8</b>

**Comments:**

Budgeted other expenses are expected to increase marginally over 2018/19.

## 2018/19 Budget - Wellington Shire Council

### 4.2 Balance Sheet

#### 4.2.1 Assets

Budgeted "Total assets" are expected to increase by \$17.3M, being an decrease of \$1.8M in current assets and a increase of \$19.1M in non-current assets.

The decrease of \$1.8M in current assets is the result of reduced cash and cash equivalents partly offset by increase in other financial assets.

The increase of \$19.1M in non-current assets is attributable to the net result of the capital works program (\$43.7M of new assets), depreciation of assets (\$24.1M) and the impact of asset sales (\$0.5M).

#### 4.2.2 Liabilities

Budgeted "Total liabilities" are expected to increase by \$7.6M, being \$9.4M in current liabilities and a decrease of \$1.9M in non-current liabilities.

The increase of \$9.4M in current liabilities is primarily due to classification of the timing for the planned repayment of \$6.0M loan principal (Local Government Funding Vehicle (LGFV bond)) during 2019/20. Trade and other payable will increase by \$0.5M and the provision for landfill by \$2.4M for planned commencement of the rehabilitation of the Longford landfill in 2019/20.

The majority of \$1.9M decrease in non-current liabilities relates to reduction in loan borrowings.

#### 4.2.3 Borrowings

The table below shows information on borrowings specifically required by the Regulations.

	2017/18	2018/19
	\$'000	\$'000
Amount borrowed as at 30 June of the prior year	8,608	7,892
Amount proposed to be borrowed	-	5,000
Amount projected to be redeemed	764	289
Amount of borrowings as at 30 June	7,892	12,603

Borrowings are utilised by council to spread impacts across generations of citizens of the community utilising assets.

Prior years borrowings were delayed due to timing of projects planned to be completed in 2018/19.

## 2018/19 Budget - Wellington Shire Council

### 4.3 Statement of changes in Equity

#### 4.3.1 Other Reserves

		2018/19 \$'000
Forecast at 30 June 2018		7,003
<b>Proposed Transfer to Reserves 2018/19</b>		
Discretionary Reserves		
-Plant Replacement	1	805
-Waste Infrastructure	2	1,676
Non-Discretionary Reserves		
-Recreational Land	3	116
-Art Gallery Acquisition/Contribution Reserves	4	11
-Leased Property Improvements	5	310
	<b>Total transfers to reserves</b>	<b>2,912</b>
<b>Proposed Transfer from Reserves 2018/19</b>		
Discretionary Reserves		
-Plant Replacement	1	885
-Waste Infrastructure	2	495
Non-Discretionary Reserves		
-Recreational Land	3	320
-Art Gallery Acquisition/Contribution Reserves	4	45
-Leased Property Improvements	5	-
	<b>Total transfers to reserves</b>	<b>1,725</b>
<b>Budget at 30 June 2018</b>		<b>8,190</b>

#### Comments

Total other reserves are expected to increase by \$1.2M over 2017/18.

(1) Plant Replacement Reserve is to fund future purchases of major plant and equipment and will marginally decrease by the end of 2018/19.

(2) Waste Infrastructure Reserve is to fund the establishment of recycling and transfer station, remediation and rehabilitation of existing and closed landfills and an increase in landfill capacity in the future. The 2018/19 increase relates to the transfer to the reserve of the Waste Infrastructure charge collected during 2018/19 reduced by proposed expenditure on waste facilities.

(3) Recreational Land Reserve is to fund future open space facilities as per Section 18 of Subdivision Act. During 2018/19 it is anticipated to transfer funds from this reserve to purchase land for future open space developments in Stratford and Yarram.

(4) Art Gallery Acquisition and Contribution Reserves are to fund future art acquisitions and major exhibitions including the John Leslie Art Prize. The John Leslie Art Prize will occur in 2018 and funds will be transferred for this major exhibition.

(5) Leased Property Improvements Reserve is to fund future works on leased properties (caravan parks and Port of Sale Moorings) in accordance with Crown Land Act. Funds transferred to reserve in 2018/19 include lease related payments received from Caravan Parks lessees and mooring fees.

#### 4.3.2 Equity

Total Equity is anticipated to increase by \$9.9M being for the expected 2018/19 surplus.

## **2018/19 Budget - Wellington Shire Council**

### **4.4 Statement of Cash Flows**

#### **4.4.1 Net cash flows provided by/used in operating activities**

The decrease of \$6.1M in cash inflows from operating activities is mainly due to fifty percent of the 2018/19 Financial Assistance Grant being "brought forward" and received by 30 June 2018.

#### **4.4.2 Net cash flows provided by/used in investing activities**

Of the \$12.8M increase in payments for investing activities \$5.5M represents the change in payments for property, infrastructure, plant and equipment. The increase in property, infrastructure, plant and equipment expenditure represents Council's continued commitment to the renewal of community assets and delivering improvements to facilities. More detailed information on the 2018/19 capital program can be found in Section 4.5. During 2018/19 increased investments will also occur.

#### **4.4.3 Net cash flows provided by/used in financing activities**

Net cash flow provided by financing activities has increased by \$5.5M as a result of proposed \$5M 2018/19 borrowings which is to partly fund works on West Sale Airport Runway Extension, Cameron Sporting Complex Redevelopment, Sale Tennis Club Redevelopment, Maffra CBD Streetscape Development and to partly fund residential street schemes (with funds to be repaid by ratepayers over a 10 year period). During 2018/19 loan principal and interest repayments will decrease by \$0.5M.

## 2018/19 Budget - Wellington Shire Council

### 4.5. Capital Works Program

This section presents a listing of the capital works projects that will be undertaken for the 2018/19 year, classified by expenditure type and funding source. Works are also disclosed as current budget or carried forward from prior year.

#### 4.5.1 Summary

	Forecast Actual 2017/18 \$'000	Budget 2018/19 \$'000	Change \$'000	
Property	12,896	6,907	(5,989)	(46.4)
Plant and equipment	3,103	2,821	(282)	(9.1)
Infrastructure	22,128	33,284	11,156	50.4
Intangibles	39	664	625	1,602.6
<b>Total</b>	<b>38,166</b>	<b>43,676</b>	<b>5,510</b>	<b>14.4</b>

Intangibles are included as a reconciling item to match Statement of Capital Works (Section 3).

<sup>1</sup> With the completion of the Port of Sale Cultural Hub in 2017/18, the largest project undertaken in the last three years, the property capital works is smaller in 2018/19.

<sup>2</sup> Investment in large infrastructure projects such as the West Sale Airport Runway Extension and the Gippsland Regional Sports Complex.

<sup>3</sup> Cyclic renewal of major business software will occur in 18/19.

	Project Cost \$'000	Asset expenditure types				Summary of Funding Sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contrib. \$'000	Council cash \$'000	Borrowings \$'000
Property	6,907	-	2,181	3,346	1,380	2,090	790	2,027	2,000
Plant and equipment	2,821	-	2,653	50	118	-	-	2,821	-
Infrastructure	33,284	335	21,879	8,804	2,466	11,748	988	17,755	2,795
Intangibles	664	-	78	586	-	-	-	664	-
<b>Total</b>	<b>43,676</b>	<b>335</b>	<b>26,591</b>	<b>12,786</b>	<b>3,964</b>	<b>13,838</b>	<b>1,778</b>	<b>23,267</b>	<b>4,795</b>



2018/19 Budget - Wellington Shire Council

4.5.2 Current Budget

Capital Works Area	Project	Asset Expenditure Type				Summary of Funding Sources			
	Cost \$'000	New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Cash \$'000	Borrowings \$'000
<b>PROPERTY</b>									
<b>LAND</b>									
	-	-	-	-	-	-	-	-	-
<b>TOTAL LAND</b>	-	-	-	-	-	-	-	-	-
<b>LANDFILL IMPROVEMENTS</b>									
Rosedale Landfill - Minor Cell Construction	30	-	30	-	-	-	-	30	-
<b>TOTAL LANDFILL IMPROVEMENTS</b>	30	-	30	-	-	-	-	30	-
<b>BUILDINGS</b>									
Public Toilets Renewal Program - Rosedale CBO Toilet	250	-	250	-	-	-	-	250	-
Aqua Energy - CCTV System Extension	10	-	5	-	5	-	-	10	-
Outdoor Pools - Public Address System Reinstatement (Year 2)	30	-	24	6	-	-	-	30	-
Aqua Energy - LED Lighting Renewal	35	-	26	7	-	-	-	35	-
Aqua Energy - Leisure and Program Pool Ceiling replacement	55	-	52	3	-	-	-	55	-
Aqua Energy - PV Solar Installation	30	-	-	-	30	-	-	30	-
Aqua Energy - Leisure Pool and Changeroom HVAC Improvement	10	-	8	2	-	-	-	10	-
Baldwin Recreation Reserve, Sale - Changeroom Upgrade (Year 2)	150	-	90	60	-	-	-	150	-
Gippsland Regional Sports Complex - Stadium Floor Upgrade	850	-	-	850	-	-	500	350	-
Gippsland Regional Sports Complex - Stadium Storage Extension and access upgrade	45	-	22	-	23	-	-	45	-
Gippsland Regional Sports Complex - PV Solar Installation	26	-	-	-	26	-	-	26	-
Brigolong Recreation Reserve - Pavilion Redevelopment	400	-	320	80	-	90	40	270	-
Cameron Sporting Complex, Maffra - Stadium Redevelopment	4,250	-	1,062	2,125	1,063	2,000	250	-	2,000
Stephenson Park Recreation Reserve, Sale - Change Room Redevelopment	80	-	56	24	-	-	-	80	-
The Wedge - Hearing Augmentation System	7	-	6	1	-	-	-	7	-
The Wedge - Inground Lighting Fixtures	35	-	17	18	-	-	-	35	-
The Wedge - Meeting Room Audio Visual System	10	-	8	2	-	-	-	10	-

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2018/19 Budget - Wellington Shire Council

Capital Works Area	Project	Asset Expenditure Type				Summary of Funding Sources			
	Cost \$'000	New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Cash \$'000	Borrowings \$'000
The Wedge - Moving Head Lighting Fixtures	20	-	10	-	10	-	-	20	-
The Wedge - Replacement of Hand winches	24	-	12	12	-	-	-	24	-
<b>TOTAL BUILDINGS</b>	<b>6,317</b>	-	<b>1,970</b>	<b>3,190</b>	<b>1,157</b>	<b>2,090</b>	<b>790</b>	<b>1,437</b>	<b>2,000</b>
<b>TOTAL PROPERTY</b>	<b>6,347</b>	-	<b>2,000</b>	<b>3,190</b>	<b>1,157</b>	<b>2,090</b>	<b>790</b>	<b>1,467</b>	<b>2,000</b>
<b>PLANT &amp; EQUIPMENT</b>									
<b>PLANT, MACHINERY &amp; EQUIPMENT</b>									
Fleet Renewal - Annual Program	906	-	906	-	-	-	-	906	-
Plant Renewal - Annual Program	1,115	-	1,115	-	-	-	-	1,115	-
<b>TOTAL PLANT, MACHINERY &amp; EQUIPMENT</b>	<b>2,021</b>	-	<b>2,021</b>	-	-	-	-	<b>2,021</b>	-
<b>FURNITURE &amp; FITTINGS</b>									
Aqua Energy - Cardio Equipment Upgrade	98	-	68	10	20	-	-	98	-
Gippsland Regional Sports Complex - Meeting Room Furniture Upgrade	16	-	8	8	-	-	-	16	-
Gippsland Art Gallery - Art Acquisitions	20	-	-	-	20	-	-	20	-
Gippsland Art Gallery - Display Cabinets	10	-	-	-	10	-	-	10	-
The Wedge - Membership Card Printer	4	-	2	2	-	-	-	4	-
The Wedge - Rostra Platforms	8	-	-	-	8	-	-	8	-
Gippsland Regional Sports Complex - Stage 2A - Pavilion Fit-Out & Competition Equipment	60	-	-	-	60	-	-	60	-
<b>TOTAL FURNITURE &amp; FITTINGS</b>	<b>216</b>	-	<b>78</b>	<b>20</b>	<b>118</b>	-	-	<b>216</b>	-
<b>LIBRARY BOOKS</b>									
Library - Audio Visual Library Resources	51	-	51	-	-	-	-	51	-
Library - Book Acquisitions	148	-	148	-	-	-	-	148	-
Library - Cataloguing & Processing	40	-	40	-	-	-	-	40	-
<b>TOTAL LIBRARY BOOKS</b>	<b>239</b>	-	<b>239</b>	-	-	-	-	<b>239</b>	-
<b>TOTAL PLANT &amp; EQUIPMENT</b>	<b>2,476</b>	-	<b>2,338</b>	<b>20</b>	<b>118</b>	-	-	<b>2,476</b>	-

2018/19 Budget - Wellington Shire Council

Capital Works Area	Project	Asset Expenditure Type				Summary of Funding Sources			
	Cost \$'000	New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Cash \$'000	Borrowings \$'000
<b>INFRASTRUCTURE</b>									
<b>ROADS</b>									
Boisdale Newry Road Safety Upgrades (Blackspot Program)	84	-	21	63	-	84	-	-	-
Pound Road West/Gellondale Road, Alberton Renewal Project Development	210	-	157	53	-	210	-	-	-
Beverleys Road Safety Upgrades (Blackspot Program)	528	-	264	264	-	528	-	-	-
Freestone Creek Road Safety Upgrades (Blackspot Program)	121	-	24	97	-	121	-	-	-
Hodges Road Safety Upgrades (Blackspot Program)	140	-	28	112	-	140	-	-	-
Johnsons Road Upgrade (Local Roads to Market Program)	723	-	-	723	-	723	-	-	-
Firebrace Road Upgrade (Local Roads to Market Program)	593	-	-	593	-	593	-	-	-
Sale Toongabbie Road Safety Upgrades - Planning and Design (Blackspot Program)	99	-	49	50	-	99	-	-	-
Sale Toongabbie Road and Intersection Upgrades (Local Roads to Market Program)	440	-	220	220	-	200	150	-	-
McMilan Crescent, Yarram - Special Charge Scheme	300	-	150	150	-	250	50	-	-
Marley Street North, Sale - Special Charge Scheme	843	-	421	422	-	578	265	-	-
Boggy Creek Road, Longford - Special Charge Scheme - (Year 1 - Design)	50	-	25	25	-	-	-	50	-
Riverview Road, Warrak - Special Charge Scheme	200	-	100	100	-	120	80	-	-
Park Avenue, Cowwarr - Vehicle Turning Area	20	-	-	20	-	20	-	-	-
Loch Sport Town Entry Improvements (Town Entry Improvement Program)	50	-	25	25	-	-	-	50	-
Reeve Street / Raglan Street, Sale - Intersection Improvements	150	-	75	75	-	-	-	150	-
Stockdale Road / Briagolong-Stockdale Road Intersection Upgrade - (Year 1 - Design)	30	-	15	15	-	-	-	30	-
Final Seals - Annual Program	307	-	307	-	-	-	-	307	-
Rural Roads Resealing - Annual Program	4,125	-	4,125	-	-	-	-	4,125	-
Urban Streets Asphalt Resheeting - Annual Program	540	-	540	-	-	-	-	540	-
Urban Street Resealing - Annual Program	525	-	525	-	-	-	-	525	-
Kerb & Channel Replacement - Annual Program	205	-	205	-	-	-	-	205	-
Reconstruct Unsealed Roads - Annual Program	1,180	-	1,180	-	-	-	-	1,180	-
Unsealed Road Intersection Upgrades - Annual Program	200	-	100	100	-	-	-	200	-
<b>TOTAL ROADS</b>	<b>11,883</b>	<b>-</b>	<b>8,688</b>	<b>3,173</b>	<b>44</b>	<b>3,756</b>	<b>545</b>	<b>7,582</b>	<b>-</b>

2018/19 Budget - Wellington Shire Council

Capital Works Area	Project	Asset Expenditure Type				Summary of Funding Sources			
	Cost \$'000	New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Cash \$'000	Borrowings \$'000
<b>BRIDGES</b>									
Staceys Bridge Upgrade	292	-	-	292	-	148	-	148	-
End Posts / Bridge Approach Guardrails - Annual Program	120	-	120	-	-	-	-	120	-
<b>TOTAL BRIDGES</b>	<b>412</b>	<b>-</b>	<b>120</b>	<b>292</b>	<b>-</b>	<b>148</b>	<b>-</b>	<b>268</b>	<b>-</b>
<b>FOOTPATHS</b>									
Glebe Wooddelta Path Construction	300	-	-	-	300	-	-	300	-
Footpath Disability Improvement - Annual Program	20	-	10	10	-	-	-	20	-
Footpaths Renewal - Annual Program	256	-	256	-	-	-	-	256	-
Footpaths Network Connections - Annual Program	66	-	-	-	66	-	-	66	-
Shared Path Program - Hood Street, Rosedale / James Street, Yarram / Tyers Street, Stratford	300	-	-	-	300	-	-	300	-
Gravel Path Renewal - Annual Program	75	-	75	-	-	-	-	75	-
Maffra CBD Streetscape Renewal - Year 2	2,150	-	1,720	430	-	500	-	500	1,150
Sale CBD Infrastructure Renewal Program	1,500	-	1,500	-	-	1,000	-	500	-
Refurbishment of Foster Street Decking, Sale	60	-	60	-	-	-	-	60	-
<b>TOTAL FOOTPATHS</b>	<b>4,727</b>	<b>-</b>	<b>3,621</b>	<b>440</b>	<b>666</b>	<b>1,500</b>	<b>-</b>	<b>2,077</b>	<b>1,150</b>
<b>DRAINAGE</b>									
Minor Drainage Improvements - Annual Program	150	-	75	75	-	-	-	150	-
<b>TOTAL DRAINAGE</b>	<b>150</b>	<b>-</b>	<b>75</b>	<b>75</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>150</b>	<b>-</b>
<b>RECREATIONAL LEISURE &amp; COMMUNITY FACILITIES</b>									
Gippsland Regional Sports Complex - Stage 2A - Car Park	80	-	-	-	80	-	-	80	-
Sale Tennis Club Redevelopment	1,624	-	547	1,277	-	600	374	-	650
Outdoor Pool Plant Room Replacement, Sale - Year 2	200	-	160	40	-	-	-	200	-
Outdoor Pools BBQ and Shade Installation	40	-	-	8	32	-	-	40	-
Gordon Street Recreation Reserve, Heyfield - Netball Court Redevelopment	290	-	145	-	145	290	-	-	-
Gordon Street Recreation Reserve, Heyfield - Tennis Court	75	-	75	-	-	-	-	75	-
<b>TOTAL RECREATIONAL LEISURE &amp; COMMUNITY FACILITIES</b>	<b>2,509</b>	<b>-</b>	<b>927</b>	<b>1,325</b>	<b>257</b>	<b>1,090</b>	<b>374</b>	<b>395</b>	<b>650</b>

2018/19 Budget - Wellington Shire Council

Capital Works Area	Project	Asset Expenditure Type				Summary of Funding Sources			
	Cost \$'000	New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Cash \$'000	Borrowings \$'000
<b>WASTE MANAGEMENT</b>									
Maffra Landfill Entrance Road Construct and Seal	50	-	25	25	-	-	-	50	-
Landfill & Transfer Station Material Storage Upgrades	140	-	70	70	-	-	-	140	-
Landfill & Transfer Station Signage Renewal	40	-	40	-	-	-	-	40	-
Maffra Landfill OH&S Safety Barrier	20	-	20	-	-	-	-	20	-
<b>TOTAL WASTE MANAGEMENT</b>	<b>250</b>	<b>-</b>	<b>155</b>	<b>95</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>250</b>	<b>-</b>
<b>PARKS, OPEN SPACE &amp; STREETSCAPES</b>									
Veronica Maybury Memorial Reserve - Vehicle Entry Works	45	-	-	45	-	-	-	45	-
Playspace Renewal Program	260	-	260	-	-	-	-	260	-
Playspace Expansion Program	75	-	-	-	75	-	-	75	-
Sale - Botanic Gardens Development	35	-	7	14	14	30	-	5	-
Maffra - Cameron Sports Complex Open Space Upgrade	200	-	100	100	-	-	-	200	-
Irrigation Renewal Program	35	-	35	-	-	-	-	35	-
Heyfield - Apex Park Sustainable Irrigation Project	65	-	32	-	33	-	-	65	-
Maffra - Active Recreation Precinct Upgrade	20	-	-	-	20	-	3	17	-
Sale - Lake Guthridge Arboretum	30	-	15	15	-	-	-	30	-
Rosedale - Prince Street Reserve Upgrade	110	-	110	-	-	-	-	110	-
Sale - Gippsland Regional Sports Complex - Hockey Field Precinct Landscaping	183	-	-	-	183	-	-	183	-
Sale - Stead Street Reserve Upgrade	130	-	65	65	-	-	-	130	-
Maffra - Port of Maffra Jetty Renewal	40	-	30	10	-	-	-	40	-
Regional & District Landscape Renewal Program	50	-	50	-	-	-	-	50	-
Loch Sport - 1/4 Basketball Court and Skate Park Shelter	30	-	15	-	15	-	3	27	-
Yarram Recreation Reserve - Oval Lighting	248	-	124	124	-	100	50	98	-
Open Space Land Purchases	320	-	-	-	320	-	-	320	-
Gippsland Regional Sports Complex - Stage 2A - Score Boards	30	30	-	-	-	-	-	30	-
Gordon Street Recreation Reserve, Heyfield - Cricket Nets Upgrade	81	-	61	20	-	61	-	-	-
Gordon Street Recreation Reserve, Heyfield - Oval Lighting Upgrade	250	-	125	125	-	187	13	50	-
<b>TOTAL PARKS, OPEN SPACE &amp; STREETSCAPES</b>	<b>2,237</b>	<b>30</b>	<b>1,029</b>	<b>518</b>	<b>660</b>	<b>366</b>	<b>69</b>	<b>1,770</b>	<b>-</b>

2018/19 Budget - Wellington Shire Council

Capital Works Area	Project	Asset Expenditure Type				Summary of Funding Sources			
	Cost \$'000	New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Cash \$'000	Borrowings \$'000
<b>AERODROMES</b>									
West Sale Airport - Runway Extension	5,495	-	3,648	1,374	275	4,500	-	-	905
Aerodrome Minor Capital Works Program - Audit Works	85	-	51	17	17	-	-	85	-
<b>TOTAL AERODROMES</b>	<b>5,580</b>	<b>-</b>	<b>3,697</b>	<b>1,391</b>	<b>292</b>	<b>4,500</b>	<b>-</b>	<b>85</b>	<b>995</b>
<b>OFF STREET CAR PARKS</b>									
Off Street Car Park Renewal Program	35	-	35	-	-	-	-	35	-
Off Street Car Park Resealing	50	-	50	-	-	-	-	50	-
<b>TOTAL OFF STREET CAR PARKS</b>	<b>85</b>	<b>-</b>	<b>85</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>85</b>	<b>-</b>
<b>OTHER INFRASTRUCTURE</b>									
Fulham Animal Shelter Upgrade	30	-	-	30	-	-	-	30	-
Gippsland Regional Livestock Exchange - Facility Improvements	30	-	30	-	-	-	-	30	-
Boating Infrastructure Improvements Program - Seacombe Boat Ramp Upgrade & Remote Monitoring of Boat Ramps	435	-	261	174	-	356	-	79	-
Boisdale Common Effluent System Compliance Works	250	-	125	125	-	-	-	250	-
<b>TOTAL OTHER INFRASTRUCTURE</b>	<b>745</b>	<b>-</b>	<b>416</b>	<b>329</b>	<b>-</b>	<b>356</b>	<b>-</b>	<b>369</b>	<b>-</b>
<b>TOTAL INFRASTRUCTURE</b>	<b>28,578</b>	<b>30</b>	<b>18,991</b>	<b>7,638</b>	<b>1,919</b>	<b>11,746</b>	<b>988</b>	<b>13,049</b>	<b>2,795</b>
<b>INTANGIBLES</b>									
EventPro Software	22	-	18	4	-	-	-	22	-
GIS Imagery Renewal	60	-	60	-	-	-	-	60	-
<b>TOTAL INTANGIBLES</b>	<b>82</b>	<b>-</b>	<b>78</b>	<b>4</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>82</b>	<b>-</b>
<b>TOTAL NEW CAPITAL WORKS 2018/19</b>	<b>37,483</b>	<b>30</b>	<b>23,407</b>	<b>10,852</b>	<b>3,194</b>	<b>13,636</b>	<b>1,778</b>	<b>17,074</b>	<b>4,795</b>

2018/19 Budget - Wellington Shire Council

Capital Works Area	Project	Asset Expenditure Type				Summary of Funding Sources			
	Cost \$'000	New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Cash \$'000	Borrowings \$'000

**Works carried forward from the 2017/18 year** (Work funded from funds received in 17/18 and carried forward)

<b>PROPERTY</b>									
<b>BUILDINGS</b>									
Public Toilets Renewal Program - Rosedale CBD Toilet	25	-	25	-	-	-	-	25	-
Outdoor Pools - Solar Heating Upgrades	90	-	45	45	-	-	-	90	-
Baldwin Recreation Reserve, Sale - Changeroom Upgrade (Year 1)	445	-	111	111	223	-	-	445	-
<b>TOTAL BUILDINGS</b>	<b>560</b>	<b>-</b>	<b>181</b>	<b>156</b>	<b>223</b>	<b>-</b>	<b>-</b>	<b>560</b>	<b>-</b>
<b>TOTAL PROPERTY</b>	<b>560</b>	<b>-</b>	<b>181</b>	<b>156</b>	<b>223</b>	<b>-</b>	<b>-</b>	<b>560</b>	<b>-</b>
<b>PLANT &amp; EQUIPMENT</b>									
<b>PLANT, MACHINERY &amp; EQUIPMENT</b>									
Fleet Renewal - Annual Program	180	-	180	-	-	-	-	180	-
<b>TOTAL PLANT, MACHINERY &amp; EQUIPMENT</b>	<b>180</b>	<b>-</b>	<b>180</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>180</b>	<b>-</b>
<b>COMPUTERS &amp; TELECOMMUNICATIONS</b>									
IT - Hardware Upgrade	105	-	105	-	-	-	-	105	-
Remote Sites ICT/ AV Technology Upgrades	60	-	30	30	-	-	-	60	-
<b>TOTAL COMPUTERS &amp; TELECOMMUNICATIONS</b>	<b>165</b>	<b>-</b>	<b>135</b>	<b>30</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>165</b>	<b>-</b>
<b>TOTAL PLANT &amp; EQUIPMENT</b>	<b>345</b>	<b>-</b>	<b>315</b>	<b>30</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>345</b>	<b>-</b>
<b>INFRASTRUCTURE</b>									
<b>ROADS</b>									
Cairnbrook Road Reconstruction 2.2km	150	-	90	60	-	-	-	150	-
Gordon Street Heyfield Reconstruction (Year 1 - Design)	50	-	35	15	-	-	-	50	-
<b>TOTAL ROADS</b>	<b>200</b>	<b>-</b>	<b>125</b>	<b>75</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>200</b>	<b>-</b>

2018/19 Budget - Wellington Shire Council

Capital Works Area	Project	Asset Expenditure Type				Summary of Funding Sources			
	Cost \$'000	New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Cash \$'000	Borrowings \$'000
<b>FOOTPATHS</b>									
Footpath Disability Improvement - Annual Program	100	-	50	50	-	-	-	100	-
Tarra Trail Stage 2 - Alberton-Port Albert	346	-	-	-	346	-	-	346	-
Sale CRD Infrastructure Renewal Program	1,545	-	1,545	-	-	-	-	1,545	-
<b>TOTAL FOOTPATHS</b>	<b>1,991</b>	<b>-</b>	<b>1,595</b>	<b>50</b>	<b>346</b>	<b>-</b>	<b>-</b>	<b>1,991</b>	<b>-</b>
<b>RECREATIONAL LEISURE &amp; COMMUNITY FACILITIES</b>									
Sale Tennis Club Redevelopment	396	-	119	277	-	-	-	-	-
Outdoor Pool Plant Room Replacement, Sale - Year 2	537	-	430	107	-	-	-	537	-
<b>TOTAL RECREATIONAL LEISURE &amp; COMMUNITY FACILITIES</b>	<b>933</b>	<b>-</b>	<b>549</b>	<b>384</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>933</b>	<b>-</b>
<b>PARKS, OPEN SPACE &amp; STREETSCAPES</b>									
Sale - Victoria Park Rejuvenation	130	-	97	-	33	-	-	130	-
Sale - Botanic Gardens Development	335	-	87	134	134	-	-	335	-
Stratford Memorial Park - Public Art Installation	25	-	-	-	25	-	-	25	-
Maffra Recreation Reserve Drainage	434	-	-	434	-	-	-	434	-
<b>TOTAL PARKS, OPEN SPACE &amp; STREETSCAPES</b>	<b>924</b>	<b>-</b>	<b>184</b>	<b>568</b>	<b>162</b>	<b>-</b>	<b>-</b>	<b>924</b>	<b>-</b>
<b>AERODROMES</b>									
West Sale Airport - Perimeter Fencing	14	-	10	4	-	-	-	14	-
West Sale Airport - Eastern Recreation Aviation Precinct - Stage 2 Headworks	164	-	123	41	-	-	-	164	-
West Sale Airport - Eastern Recreation Aviation Precinct - Stage 2-5	305	305	-	-	-	-	-	305	-
West Sale Airport - Runway Extension	175	-	122	44	9	-	-	175	-
<b>TOTAL AERODROMES</b>	<b>658</b>	<b>305</b>	<b>255</b>	<b>89</b>	<b>9</b>	<b>-</b>	<b>-</b>	<b>658</b>	<b>-</b>
<b>TOTAL INFRASTRUCTURE</b>	<b>4,706</b>	<b>305</b>	<b>2,688</b>	<b>1,186</b>	<b>547</b>	<b>-</b>	<b>-</b>	<b>4,706</b>	<b>-</b>
<b>INTANGIBLES</b>									
Business Systems Upgrades	582	-	-	582	-	-	-	582	-
<b>TOTAL INTANGIBLES</b>	<b>582</b>	<b>-</b>	<b>-</b>	<b>582</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>582</b>	<b>-</b>
<b>TOTAL CARRIED FORWARD CAPITAL WORKS 2017/18</b>	<b>6,193</b>	<b>305</b>	<b>3,184</b>	<b>1,934</b>	<b>770</b>	<b>-</b>	<b>-</b>	<b>6,193</b>	<b>-</b>



## 2018/19 Budget - Wellington Shire Council

### 5. Financial Performance Indicators

The following table highlights Council's current and projected performance across a range of key financial performance indicators. These indicators provide a useful analysis of Council's financial position and performance and should be used in the context of the organisation's objectives.

Indicator	Notes	Actual 2018/17	Forecast 2017/18	Budget 2018/19	Strategic Resource Plan Projections			Trend +/-	
					2019/20	2020/21	2021/22		
<b>Operating position</b>									
Adjusted underlying result	Adjusted underlying surplus (deficit) / Adjusted underlying revenue	1	18.0%	9.4%	(5.0%)	5.1%	5.4%	5.4%	+
<b>Liquidity</b>									
Working Capital	Current assets/Current liabilities	2	416.1%	501.8%	298.5%	376.7%	413.0%	478.7%	+
Unrestricted cash	Unrestricted cash / Current liabilities		281.1%	428.3%	253.8%	316.0%	302.4%	424.0%	+
<b>Obligations</b>									
Loans and borrowings	Interest bearing loans and borrowings / Rate revenue	3	15.8%	13.4%	20.8%	11.7%	13.1%	13.4%	-
Loans and borrowings	Interest and principal repayments / Rate revenue		3.0%	2.0%	1.1%	11.1%	1.8%	2.1%	+
Indebtedness	Non-current liabilities / Own source revenue		18.0%	19.1%	16.4%	16.5%	22.0%	25.2%	+
Asset renewal	Asset renewal expenses / Asset Depreciation	4	89.9%	90.8%	113.2%	94.0%	93.4%	90.9%	-
<b>Stability</b>									
Rates concentration	Rate revenue / Adjusted underlying revenue	5	60.2%	65.1%	74.8%	70.5%	70.5%	71.8%	+

## 2018/19 Budget - Wellington Shire Council

Indicator	Notes	Actual	Forecast	Budget	Strategic Resource Plan Projections			Trend
		2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	+/-
Rates effort	Rate revenue / Capital improved value of rateable properties in the municipality	0.55%	0.56%	0.57%	0.59%	0.60%	0.61%	•
<b>Efficiency</b>								
Expenditure level	Total expenses / Number of property assessments	\$ 2,344.22	\$ 2,499.60	\$ 2,629.31	\$ 2,830.20	\$ 2,676.62	\$ 2,622.21	o
Revenue level	Residential rate revenue / Number of residential property assessments	\$ 1,276.23	\$ 1,204.59	\$ 1,368.10	\$ 1,425.92	\$ 1,461.11	\$ 1,543.45	•
Workforce turnover	Number of permanent staff resignations and terminations / Average number of permanent staff for the financial year	9.4%	12.0%	11.0%	10.0%	10.0%	10.0%	o

### Key to Forecast Trend:

- + Forecast improvement in Council's financial performance/financial position indicator
- o Forecasts that Council's financial performance/financial position indicator will be steady
- Forecast deterioration in Council's financial performance/financial position indicator

### Notes to indicators

**1 Adjusted underlying result** - An indicator of the sustainable operating result required to enable Council to continue to provide core services and meet its objectives. The adjusted underlying result calculation includes recurrent capital funding (i.e. Roads to Recovery funding) and gain/loss from sale from property, plant and equipment but excludes all other capital income. The 2018/19 adjusted underlying result reflects the impact of fifty percent of the 2018/19 financial assistance grants brought forward and to be received by 30 June 2018. 2018/19 is also the final year of the current Roads to Recovery funding program (\$4.7M), which in future years will reduce to the historical annual allocation of \$2.0 to \$2.5M. The ratio shows a continual increase from 2018/19.

**2 Working Capital** - The proportion of current liabilities covered by current assets. Working capital is forecast to steadily increase from 2019/20 onwards.

**3 Debt compared to rates** - Trend indicates Council's reducing reliance on debt against its annual rate revenue through management of long term debt.

**4 Asset renewal** - This percentage indicates the extent of Council's renewals against its depreciation charge (an indication of the decline in value of its existing capital assets). A percentage greater than 100 indicates Council is maintaining its existing assets, while a percentage less than 100 means its assets are deteriorating faster than they are being renewed and future capital expenditure will be required to renew assets.

**5 Rates concentration** - Reflects extent of reliance on rate revenue to fund all of Council's on-going services. Trend indicates Council's reliance on rate revenue compared to all other revenue sources will remain steady over the last three years.

## **2018/19 Budget- Wellington Shire Council**

### **Appendix Fees and charges schedule**

The appendix presents the fees and charges of a statutory and non-statutory nature which will be charged in respect to various goods and services provided during the 2018/19 year.

**2018/19 Budget - Wellington Shire Council**  
**SCHEDULE OF FEES AND CHARGES AS AT 1 JULY 2018 (GST INCLUSIVE)**

**C = COUNCIL SET L = LEGISLATION**

Service	C/L	GST %	Fee 17/18 Including Tax \$	Fee 18/19 Including Tax \$	Effective Date
<b>ART GALLERY</b>					
Art Gallery Life Drawing Classes (6 week course)	C	10	154.00	157.00	01-Jan-19
<b>Art Gallery Education – Subscriptions:</b>					
Primary Schools under 150	C	10	102.50	104.50	01-Jan-19
Primary Schools over 150	C	10	11.00	11.00	01-Jan-18
Secondary Schools	C	10	222.50	226.00	01-Jan-19
Specialist Schools	C	10	102.50	104.50	01-Jan-19
Kindergartens	C	10	102.50	104.50	01-Jan-19
Tertiary institutions	C	10	346.50	352.00	01-Jan-19
Gecko Junior Memberships – First Child	C	10	15.00	15.00	01-Jan-18
Gecko Junior Memberships – Each Additional Child	C	10	10.00	10.00	01-Jan-18
Mafra Exhibition Space rental	C	10		160.00	01-Jul-18
Image reproduction fees	C	10		120.00	01-Jul-18
<b>THE WEDGE</b>					
<b>Main Stage Hire Rates</b>					
Commercial Rate per day (Max 14 hours)	C	10	1,410.00	1,438.00	01-Jul-18
Commercial - second performance on the same day	C	10	610.00	622.00	01-Jul-18
Community Rate per day (Max 14 hours)	C	10	795.00	810.00	01-Jul-18
Community - second performance on the same day	C	10	295.00	300.00	01-Jul-18
Commercial per Week	C	10	5,510.00	5,620.00	01-Jul-18
Community per Week	C	10	3,545.00	3,615.00	01-Jul-18
Commercial Rate - Short hire (max 4 hours)	C	10	918.00	936.00	01-Jul-18
Community Rate - Short hire (max 4 hours)	C	10	505.00	515.00	01-Jul-18
Rehearsal Room & Meeting Room & Foyer Rate per day (Max 8 hours)	C	10	293.00	298.00	01-Jul-18
Rehearsal Room & Meeting Room - Short hire (Max 4 hours)	C	10	154.00	157.00	01-Jul-18
Venue Restricting Foyer Hire (Max 10 hours)	C	10		700.00	01-Jul-18
<b>Ticket Fees</b>					
Ticket fees per ticket - Commercial	C	10	4.16	4.25	01-Jul-18
Ticket fees average per ticket - Community	C	10	2.75	2.80	01-Jul-18
Complimentary Ticket Fee	C	10	0.75	0.75	01-Jul-17
Credit Card Surcharge on Tickets	C	10		TBD, supplied by bank on 1 August. Likely to be around 1.05%.	01-Sep-18
<b>Tech Labour</b>					
Tech Labour Charge Out per hour - Commercial	C	10	49.90	51.00	01-Jul-18
Tech Labour Charge Out per hour - Community	C	10	45.80	47.00	01-Jul-18
<b>Labour Front of House</b>					
FOH Labour Charge out per hour - Commercial	C	10	45.80	47.00	01-Jul-18
FOH Labour Charge out per hour - Community	C	10	43.77	45.00	01-Jul-18
<b>Equipment</b>					
Use of Grand Piano - Commercial	C	10	261.50	266.00	01-Jul-18
Use of Grand Piano - Community	C	10	155.00	158.00	01-Jul-18
Piano Tune	C	10	256.50	261.00	01-Jul-18
Consumables (charged at cost + 15%)	C	10	Cost price + 15%	Cost price + 15%	01-Jul-17
<b>LIBRARY</b>					
Printing/Photocopies B&W A4 per page	C	10	0.20	0.20	01-Nov-01
Printing/Photocopies B&W A3 per page	C	10	0.50	0.50	01-Nov-01
Printing/Photocopies Colour A4 per page	C	10	1.00	1.00	01-Jul-10
Printing/Photocopies Colour A3 per page	C	10	2.00	2.00	01-Jul-10
Microfilm Printing A4 per page	C	10	0.20	0.20	01-Jul-10
Interlibrary loans- Search fee per book	C	10	4.00	4.00	01-Jul-10
Interlibrary loans- Books per transfer	C	10	18.50	18.50	01-Jul-13
Overdues per day after grace period expires	C	10	0.15	0.15	01-Jul-10

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Service	C/L	GST %	Fee 17/18 Including Tax \$	Fee 18/19 Including Tax \$	Effective Date
National facsimile fees (1st page)	C	10	5.00	5.00	01-Jul-17
National facsimile fees Additional Pages per page	C	10	1.25	1.25	01-Jul-17
Overseas facsimile fees (1st page)	C	10	10.00	10.00	01-Jul-17
Overseas facsimile fees Additional Pages per page	C	10	2.50	2.50	01-Jul-17
Library Receiving Faxes per page	C	10	1.25	1.25	01-Jul-17
Mini-earphones	C	10	5.00	5.00	01-Jul-15
Library Laminating A4 size	C	10	4.00	4.00	01-Jul-14
Library Book Covering	C	10	10.00	10.00	01-Jul-14
Library Binding Repairs (thin book approx. 10 mins)	C	10	10.00	10.00	01-Jul-14
Library Binding Repairs (thick book approx. 15 mins)	C	10	15.00	15.00	01-Jul-14
Replacement membership cards	C	10	5.50	5.00	01-Jul-13
Replacement CD for Talking Book set	C	10	RRP	RRP	01-Jul-17
Lost Book, Magazine or Audio-Visual item	C	10	RRP	RRP	01-Jul-13
<b>GIPPSLAND REGIONAL SPORTS COMPLEX</b>					
<b>Indoor Courts</b>					
Court Hire (peak) per hour	C	10	48.00	50.00	01-Jul-18
Court Hire (off peak) per hour*	C	10	35.40	36.00	01-Jul-18
* capped at 8 hours when all 4 courts are booked					
Training/Casual Use - adult / entry fee	C	10	6.00	6.20	01-Jul-18
Training/Casual Use - concession / entry fee	C	10	3.10	3.20	01-Jul-18
<b>Outdoor Courts</b>					
Outdoor Court with Lights - per hour (Capped at 8 Courts)	C	10	10.10	10.50	01-Jul-18
Outdoor Court no Lights - per hour (Capped at 8 Courts)	C	10	4.80	5.00	01-Jul-18
School Use	C	10	3.20	3.50	01-Jul-18
<b>Meeting/Club Rooms</b>					
Meeting Room - per hour	C	10	4.50	5.00	01-Jul-18
Club Room (half) - per hour	C	10	13.00	13.50	01-Jul-18
Club Room (full) - per hour	C	10	26.00	27.00	01-Jul-18
Club Administration Office					
Office Annual Hire Fee	C	10	315.00	325.00	01-Jul-18
<b>Team Match Fees - Competition run by W.S.C.</b>					
Indoor competitions	C	10	89.00	TBD	01-Jul-18
Outdoor competitions	C	10	39.00	TBD	01-Jul-18
Synthetic competitions	C	10	TBD	TBD	01-Oct-17
<b>Synthetic Pitch Hire</b>					
Full Field	C	10	TBD	60.00	01-Jul-18
Half Field	C	10	TBD	36.00	01-Jul-18
-30% lights Full Field	C	10	TBD	12.00	01-Jul-18
-60% lights Full Field	C	10	TBD	24.00	01-Jul-18
-100% lights Full Field	C	10	TBD	40.00	01-Jul-18
-30% lights - Half Field	C	10	TBD	7.20	01-Jul-18
-60% lights - Half Field	C	10	TBD	14.50	01-Jul-18
-100% lights - Half Field	C	10	TBD	24.00	01-Jul-18
Off Peak (Weekday rate - Full field)	C	10	TBD	48.00	01-Jul-18
<b>Pavilion Hire</b>					
Club Annual Hire (inc office space and storage shed)	C	10	TBD	325.00	01-Jul-18
Goosk Annual Hire	C	10	TBD	2,000.00	01-Jul-18

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<b>AQUA ENERGY</b>					
<b>Aquatics Casual Entry</b>					
Swim Adult	C	10	6.30	6.50	01-Jul-18
Swim Concession	C	10	5.10	5.20	01-Jul-18
Swim Child (5-15)	C	10	4.20	4.30	01-Jul-18
Swim Family (Medicare card)	C	10	16.80	17.20	01-Jul-18
Swim, Sauna - Adult	C	10	8.70	8.90	01-Jul-18
Swim, Sauna - Concession	C	10	6.90	7.00	01-Jul-18
Swim School Group - per Student	C	10	3.40	3.50	01-Jan-19
Swim School Group - Cost of instructor	C	10	42.50	43.50	01-Jan-19
Children Under 5 Years	C		Free	Free	01-Jul-18
<b>Group Fitness &amp; Gym Casual Entry</b>					
Group Fitness Adult	C	10	14.10	14.40	01-Jul-18
Group Fitness Concession	C	10	11.20	11.40	01-Jul-18
Group Fitness Schools - per student	C	10	7.50	7.70	01-Jan-19
Gym Adult	C	10	15.70	16.00	01-Jul-18
Gym Concession	C	10	12.50	12.70	01-Jul-18
Gym Teen (classes or gym)	C	10	7.00	7.00	01-Jul-17
Gym School Group - per student	C	10	6.40	6.60	01-Jan-19
Living Longer Living Stronger (gym/fitness classes)	C	10	7.10	7.00	01-Jul-18
<b>Multi Visit Passes</b>					
10 visit Swim - Adult	C	10	60.00	58.50	01-Jul-18
10 visit Swim - Child	C	10	38.00	38.70	01-Jul-18
10 visit Swim - Concession	C	10	46.00	45.80	01-Jul-18
10 visit Swim - Family	C	10	151.50	154.80	01-Jul-18
10 visit Gym - Adult	C	10	141.50	144.00	01-Jul-18
10 visit Gym - Concession	C	10	113.00	114.30	01-Jul-18
10 visit Group Fitness - Adult	C	10	127.00	129.60	01-Jul-18
10 visit Group Fitness - Concession	C	10	102.00	102.60	01-Jul-18
10 visit Crèche - Member	C	10	80.00	82.00	01-Jul-18
10 visit Crèche - Non-Member	C	10	156.00	160.00	01-Jul-18
Living Longer Living Stronger 4 week	C	10		47.50	01-Jul-18
Living Longer Living Stronger 6 week	C	10		71.00	01-Jul-18
Living Longer Living Stronger 8 week	C	10		95.00	01-Jul-18
<b>Other</b>					
Crèche - Members per child per session	C	10	8.00	8.20	01-Jul-18
Crèche - Non members per child per session	C	10	15.65	16.00	01-Jul-18
Fitness Room Hire - Full Day	C	10	52.50	53.80	01-Jul-18
Fitness Room Hire - Half Day	C	10	26.50	27.00	01-Jul-18
<b>Pool Hire</b>					
Swimming Pool Hire - whole pool per hour	C	10	143.00	146.00	01-Jul-18
Swimming Pool Hire - lane per hour	C	10	44.00	45.00	01-Jul-18
Pool Infelable Hire - per hour	C	10	95.00	97.00	01-Jul-18
Additional Lifeguard - per hour	C	10	43.00	44.00	01-Jul-18
<b>Learn to Swim Lessons</b>					
Swim lessons - 30mins - Non-Member	C	10	16.95	17.30	01-Jul-18
Swim lessons - 45mins - Non-Member	C	10	18.00	18.50	01-Jul-18
Swim lessons - 1hour - Non-Member	C	10	19.30	19.75	01-Jul-18
Private 1:1 - Half Hour - Non-Member	C	10	44.50	45.50	01-Jul-18
Holiday Swim Program - Non-Member	C	10	84.70	86.50	01-Jul-18
Disability - Achiever Program 1:1	C	10	27.30	27.85	01-Jul-18
Swim lesson - 30mins - Non-Member Direct Debit - <u>fortnight</u>	C	10	27.20	27.75	01-Jul-18
Swim lesson - 45mins - Non-Member Direct Debit - <u>fortnight</u>	C	10	29.00	29.60	01-Jul-18
Swim lesson - 1hour - Non-Member Direct Debit - <u>fortnight</u>	C	10	31.00	31.75	01-Jul-18

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<b>Admin</b>					
Joining Fee (Direct Debit Membership)	C	10	70.00	70.00	01-Jul-17
Membership card replacement fee	C	10	8.80	9.00	01-Jul-18
Suspension Fee	C	10	5.50	5.50	01-Jul-17
<b>Term Memberships</b>					
Aquatic 12mth - Adult Renew	C	10	385.00	372.50	01-Jul-18
Aquatic 12mth - Adult	C	10	432.50	441.50	01-Jul-18
Aquatic 12mth - Concession Renew	C	10		301.00	01-Jul-18
Aquatic 12mth - Concession	C	10	385.00	372.50	01-Jul-18
Aquatic 12mth - Child Renew	C	10		250.00	01-Jul-18
Aquatic 12mth - Child	C	10	315.00	321.00	01-Jul-18
Aquatic 12mth - Family Renew	C	10		816.00	01-Jul-18
Aquatic 12mth - Family	C	10	673.50	687.00	01-Jul-18
Aquatic 6mth - Adult	C	10	252.00	257.00	01-Jul-18
Aquatic 6mth - Concession	C	10	215.25	220.50	01-Jul-18
Aquatic 6mth - Child	C	10	192.00	196.00	01-Jul-18
Aquatic 6mth - Family	C	10	372.50	380.00	01-Jul-18
Aquatic 3mth - Adult	C	10	168.50	172.00	01-Jul-18
Aquatic 3mth - Concession	C	10	148.00	151.00	01-Jul-18
Aquatic 3mth - Child	C	10	140.00	143.00	01-Jul-18
Aquatic 3mth - Family	C	10	222.50	227.00	01-Jul-18
Gold Adult 12mth Adult Renew	C	10	975.00	955.00	01-Jul-18
Gold 12mth - Adult	C	10	1,045.00	1,066.00	01-Jul-18
Gold 12mth - Concession Renew	C	10		796.00	02-Jul-18
Gold 12mth - Concession	C	10	850.00	867.00	03-Jul-18
Gold 12mth - Family Renew	C	10		1,658.00	04-Jul-18
Gold 12mth - Family	C	10	1,695.00	1,730.00	01-Jul-18
Gold 6mth - Adult	C	10	559.00	570.00	01-Jul-18
Gold 6mth - Concession	C	10	461.00	470.00	01-Jul-18
Gold 6mth - Family	C	10	883.50	901.00	01-Jul-18
Gold 3mth - Adult	C	10	315.25	325.00	01-Jul-18
Gold 3mth - Concession	C	10	268.30	275.00	01-Jul-18
Gold 3mth - Family	C	10	477.50	488.00	01-Jul-18
<b>Corporate</b>					
Direct Debit Memberships - Fortnightly					
Aquatic Direct Debit - Adult	C	10	14.70	15.00	01-Jul-18
Aquatic Direct Debit - Concession	C	10	11.10	11.35	01-Jul-18
Aquatic Direct Debit - Child	C	10	10.00	10.25	01-Jul-18
Aquatic Direct Debit - Family	C	10	24.20	24.75	01-Jul-18
Gold Direct Debit - Adult	C	10	37.75	38.50	01-Jul-18
Gold Direct Debit - Concession	C	10	30.00	30.60	01-Jul-18
Gold Direct Debit - Family	C	10	62.50	63.75	01-Jul-18
Living Longer Living Stronger Direct Debit	C	10	29.10	29.70	01-Jul-18
Corporate Adult 5+ Direct Debit	C	10	33.80	34.50	01-Jul-18
Corporate Family 5+ Direct Debit	C	10	56.30	57.60	01-Jul-18
<b>Personal Training</b>					
Personal Training 1 Hour Session	C	10	58.50	59.70	01-Jul-18
Personal Training 1/2 Hour Session	C	10	38.00	38.75	01-Jul-18
Personal Training 1 Hour Session 1.2	C	10	70.50	71.90	01-Jul-18
Personal Training 1/2 Hour Session 1.2	C	10	49.00	50.00	01-Jul-18
Personal Training 1 Hour Session 1.3	C	10	85.00	86.75	01-Jul-18
Personal Training 1 Hour Session 1.4	C	10	105.00	107.00	01-Jul-18

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<b>OUTDOOR POOLS</b>					
<b>Single Admission (All Pools)</b>					
Adult	C	10	6.30	6.50	01-Jul-18
Concession	C	10	5.10	5.20	01-Jul-18
Child (4-15)	C	10	4.20	4.30	01-Jul-18
Family	C	10	16.80	17.20	01-Jul-18
<b>Summer Season Passes - 15 Weeks</b>					
Adult	C	10	104.00	106.00	01-Jul-18
Concession	C	10	83.50	85.20	01-Jul-18
Child (4-15)	C	10	69.50	71.00	01-Jul-18
Family	C	10	174.00	177.50	01-Jul-18
<b>LOCAL LAWS</b>					
Al fresco Dining Permit Annual Fee	C		175.00	178.00	01-Jul-18
Roadside Trading Permit (12 Weeks fee)	C			745.00	01-Jul-18
Roadside Trading Permit (26 Weeks fee)	C			1,300.00	01-Jul-18
Roadside Trading Permit (52 Weeks fee)	C			2,300.00	01-Jul-18
Local Laws permit - 1 year	C		67.00	68.25	01-Jul-18
Local Law permit - 3 years	C		160.00	163.00	01-Jul-18
Impounded Vehicle release fee	C		\$305.00 + towing Fee	\$314 + towing Fee	01-Jul-18
Shopping trolley impoundment release fee	C		135.00	140.50	01-Jul-18
Local Law Fines	L		100.00 = 1 penalty unit	100.00 = 1 penalty unit	01-Jul-18
VicRoads - Emergency works callout up to 3hrs	C	10	595.00	605.00	01-Jul-18
<b>ANIMALS</b>					
<b>Domestic Animals - Dog Registrations</b>					
Standard Fee	C		123.00	150.00	11-Apr-19
Dangerous, Menacing or Restricted Breed	C		205.00	210.00	11-Apr-19
Guard Dog	C		120.00	150.00	11-Apr-19
Reduced Fee (Sterilised, over 10 years old, kept for breeding at a licensed premises, owner a member of approved association, kept for working stock, obedience trained with an approved organisation) not applicable to dangerous, menacing, guard dog or restricted breeds	C		41.00	46.00	11-Apr-19
Pension Concession on above of 50%	C		50% of appropriate fee	50% of appropriate fee	11-Apr-19
<b>Domestic Animals - Cat Registrations</b>					
Standard Fee	C		123.00	150.00	11-Apr-19
Reduced Fee (Sterilised, over 10 years old, kept for breeding at a licensed premises, owner a member of approved association)	C		41.00	46.00	11-Apr-19
Pension Concession on above of 50%	C		50% of appropriate fee	50% of appropriate fee	01-Apr-17
Tag Replacement Dog	C		6.00	6.00	11-Apr-19
Tag Replacement Cat	C		6.00	6.00	11-Apr-19
Animal Cage Deposits (Refundable)	C		67.00	67.00	11-Apr-19
Domestic Animal Business Registration	C		260.00 + Veterinarian fee if applicable	260.00 + Veterinarian fee if applicable	11-Apr-19
DAB Information Access Fee (Request for information specific to the business)	C			75.00	01-Jul-18
Domestic Animal Business Registration - Breeders 3-10 Fertile Dogs	C		\$2500.00 flat fee + \$15.00 per breeding bitch + Veterinarian Fee if applicable	\$2500 flat fee, and \$500 application fee, balance on registration + vet fee if applicable	01-Jul-18
Domestic Animal Business Registration - Breeders requiring Ministerial Approval	C		\$2500.00 flat fee + \$15.00 per breeding bitch + Veterinarian Fee if applicable	\$3500 flat fee, \$1000 application fee, balance on registration + vet fee if applicable	01-Jul-18



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<b>Impound Penalties</b>					
Release Penalty Dogs & Cats Registered	C		155.00	155.00	01-Jul-17
Release Penalty Unregistered Dogs & Cats, or subsequent impound of Registered animal	C		185.00	185.00	01-Jul-17
Release Penalty Small Livestock - includes Sheep, Goats and Pigs	C		\$75 for 1st animal, \$40 per subsequent animal + invoiced transportation costs	\$76.50 for 1st animal, \$41 per subsequent animal + invoiced transportation costs	01-Jul-18
Release Penalty Large Livestock - includes Cattle and Horses	C		\$125.00 for 1st animal, \$40 per subsequent animal + invoiced transportation costs	\$127.50 for 1st animal, \$41 per subsequent animal + invoiced transportation costs	01-Jul-18
<b>Sustenance fee, per day per animal - fee may be increased dependent on seasonal availability:</b>					
Small Livestock - includes Sheep, Goats and Pigs	C		14.00	14.50	01-Jul-18
Large Livestock - includes Cattle and Horses	C		18.00	19.00	01-Jul-18
<b>BUILDING</b>					
Legislative fee increase announcement expected in April for 1 July 2018					
Building Permits Inspections – Minimum Rate	C	10	168.00	171.00	01-Jul-18
Building Report and Consents	L		282.10	283.40	01-Jul-18
Building Plan Copy	C	10	89.00	90.00	01-Jul-18
Building Plan Search Fee	C	10	64.00	66.00	01-Jul-18
Building Levy	L		20% cost of work	20% cost of work	01-Jul-17
Building Information Certificates	L		52.50	46.10	01-Jul-18
Building Information Certificates with inspections	L		402.00	402.00	01-Jul-17
Copy of Occupancy Permit or Certificate of Final Inspection	L		40.00	40.00	01-Jul-17
Heritage/Demolition Response	L		65.40	63.10	01-Jul-18
Hoarding Permits	L		282.10	287.58	01-Jul-18
Lodgement Fees – Domestic	L		39.10	118.90	01-Jul-18
Lodgement Fees – Commercial	L		39.10	118.90	01-Jul-18
Stormwater Discharge Point	L		65.40	141.18	01-Jul-18
Swimming Pool Inspections	C	10	146.00	150.00	01-Jul-18
Places of Public Entertainment (POPES)	C	10	327.00	332.00	01-Jul-18
<b>HEALTH</b>					
Requested premises inspection Fee	C		276.00	290.00	01-Jul-18
Registration - Food Premises- class 1*	C		470.00	480.00	01-Jul-18
Registration - Food Premises- class 2*	C		469.00	480.00	01-Jul-18
Registration - Food Premises - class 2 (Low volume)*	C		268.00	275.00	01-Jul-18
Registration - Food Premises- class 3 *	C		268.00	275.00	01-Jul-18
Registration - Food Premises- class 3 (Low risk)*	C		113.00	115.00	01-Jul-18
Additional Registration Fee - per additional staff over 5 EFT	C		19.00	19.50	01-Jul-18
Water Transport Vehicle	C		357.00	365.00	01-Jul-18
Handymen's Lifetime Registration one off	C		245.00	250.00	01-Jul-18
Registrations – Hair/Beauty/Skin Penetration	C		138.00	140.00	01-Jul-18
Registrations - Prescribed Accommodation* (Rooming Houses)	C		202.00	205.00	01-Jul-18
Registrations – Caravan Parks per site	L		As per the Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2010, No.49 Schedule 2	As per the Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2010, No.49 Schedule 2	01-Jul-18
Caravan Park - Application for Rigid Annex	C		251.00	256.00	01-Jul-18
* Pro rata registration applies for new registrations					
Transfer of Registration	L		50% of Annual Registration Fee	50% of Annual Registration Fee	01-Jul-18
Transfer of Registration Caravan Parks	L		5 x fee units	5 x fee units	01-Jul-18
Registration Late fee additional 50%	C		additional 50%	additional 50%	01-Jul-18

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Additional Food Act Inspection Fee - used when premises does not comply with first or second inspection requirements	C		164.00	168.00	01-Jul-18
Penalties - refer to relevant legislation. Penalty amounts are determined as per the Monetary Unit Act	L		Penalties - refer to relevant legislation.	Penalties - refer to relevant legislation.	01-Jul-18
Vaccones	C		Cost price + Administration Fee	Cost price + Administration Fee	01-Jul-18
<b>SEPTIC TANK FEES</b>					
Minor alteration	C		205.00	210.00	01-Jul-18
Major alteration	C		410.00	416.00	01-Jul-18
New Septic Tank	C		495.00	502.00	01-Jul-18
Additional inspections	C		110.00	112.00	01-Jul-18
Reissue of Permits	C		65.00	66.00	01-Jul-18
Report and Consent Request - unsewered areas	C		54.00	55.00	01-Jul-18
<b>PLANNING</b>					
Development Advice Request	C	10	92.00	95.00	01-Jul-18
Development Advice Request (Complex)	C	10	\$90.00 minimum plus \$50.00 per hour	\$95 minimum plus \$50 per hour	01-Jul-18
Planning Permit & Endorsed Plans Search and Copy	C	10	133.00	135.00	01-Jul-18
Planning Permit Search and Copy	C	10	102.00	105.00	01-Jul-18
Planning Permit Extension of Time	C	10	204.00	205.00	01-Jul-18
Preparation/Review Section 173 Agreement	C	10	204.00	205.00	01-Jul-18
Strategic Planning Written Advice	C	10	92.00	95.00	01-Jul-18
Valuation (Public Open Space Contribution)	C	10	Cost of valuation	Cost of valuation	01-Jul-17
Fees for Applications for Permits under Section 47 (Regulation 9) of the Planning & Environment Act 1997	L		<a href="#">The full schedule of fees can be accessed from the DELWP Legislation and Regulation page.</a>		
Fees for Applications to Amend Permits Under Section 72 (Regulation 11) of the Planning & Environment Act 1997	L		<a href="#">The full schedule of fees can be accessed from the DELWP Legislation and Regulation page.</a>		
<b>Council Variations</b>					
Amend Endorsed Plan (if the estimated cost of change is \$10,000 or less, relates to a single dwelling and there is no need for new referrals or public notice)	C		188.00	192.00	01-Jul-18
Heritage	C		NO FEE	NO FEE	01-Jul-18
Liquor Licence Only	C		104.00	192.00	01-Jul-18
Native Vegetation Removal					
<10 Hectares	C		104.00	192.00	01-Jul-18
>10 Hectares	C		616.00	616.00	01-Jul-18
<b>FACILITY HIRE</b>					
<b>Gwen Webb Arts Activity Centre - Hire Charges</b>					
Owen Webb Centre Hire - Full Day*	C	10	54.00	56.00	01-Jul-18
Regular Hire (6 hours or less)	C	10	32.00	33.00	01-Jul-18
<b>LEVEL 2 FACILITY HIRE CHARGES: Stephenson Park - Main Oval, Sale Main Oval, Sale Velodrome, Sale Lions Park (Little Aths)</b>					
Part or full day hire - (community groups)	C	10	112.00	115.00	01-Jul-18
Part or full day hire - (schools casual hire)	C	10	FREE	FREE	01-Jul-18
Regular School Use - per season/per ground	C	10	221.00	226.00	01-Jul-18
Commercial/Private- Full Day*	C	10	371.00	379.00	01-Jul-18
Stephenson Park - Baseball Pitch Hire Charges (Level 2) (Includes Baseball Oval)	C	10	112.00	115.00	01-Jul-18
<b>LEVEL 3 FACILITY HIRE CHARGES: Wurruk Oval</b>					
Part or full day hire - (Community groups)	C	10	85.00	87.00	01-Jul-18
Part or full day hire - (schools casual hire)	C	10	FREE	FREE	01-Jul-18
Regular School Use - per season/per ground	C	10	166.00	170.00	01-Jul-18
Commercial/Private- Full Day*	C	10	247.00	252.00	01-Jul-18

**2018/19 Budget - Wellington Shire Council**  
**SCHEDULE OF FEES AND CHARGES AS AT 1 JULY 2018 (GST INCLUSIVE)**

C = COUNCIL SET L = LEGISLATION

Service	C/L	GST %	Fee 17/18 Including Tax \$	Fee 18/19 Including Tax \$	Effective Date
<b>LEVEL 4 FACILITY HIRE CHARGES: Stephenson Park - Rotary Oval or Baseball Oval (excluding pitch), Stead Street Oval (Winter only), Stratford Pine Lodge (oval Winter only, excl Tennis Courts)</b>					
Part or full day hire - (community groups)	C	10	57.00	59.00	01-Jul-18
Part or full day hire - (schools casual hire)	C	10	FREE	FREE	01-Jul-18
Regular School Use - per season/per ground	C	10	112.00	114.00	01-Jul-18
Commercial/Private- Full Day*	C	10	124.00	126.00	01-Jul-18
<b>Stephenson Park Upstairs Function Room</b>					
Seasonal user group subsidised rate- Full Day*	C	10	54.00	55.00	01-Jul-18
Non seasonal user Community Group - Full Day*	C	10	221.00	226.00	01-Jul-18
Commercial/Private- Full Day*	C	10	360.00	368.00	01-Jul-18
Light Usage Fee (rate per hour) (includes plug-in portable lighting)	C	10	15.00	15.00	01-Jul-18
Light Usage Fee (rate per hour) 150 lux at Stephenson Park	C	10		30.00	01-Jul-18
Toilet cleaning charges to be added to Casual hire if applicable	C	10	31.00	32.00	01-Jul-18
*Half day hire = 50% of scheduled full day fee. *Half day = 6 hours or less. Seasonal Hire includes use of toilets and rubbish disposal					
<b>MEETING ROOMS</b>					
<b>Yarram Meeting Rooms</b>					
Meeting Room 1 or 2 (max 25 people) per day Community Rate	C	10	53.00	55.00	01-Jul-18
Both Meeting Rooms 1 & 2 (max 50 people) per day Community Rate	C	10	105.00	110.00	01-Jul-18
Both Meeting Rooms 1 & 2 (max 50 people) per day Commercial Rate	C	10	215.00	220.00	01-Jul-18
Consulting Room 1 or 2 per hour	C	10	6.00	7.00	01-Jul-18
Consulting Room 1 or 2 per day	C	10	36.00	37.00	01-Jul-18
<b>Wellington Centre Meeting Rooms</b>					
Waycut Room per half day Standard Rate	C	10		125.00	01-Jul-18
Waycut Room per day Standard Rate	C	10		200.00	01-Jul-18
Carang Carang Room per half day Standard Rate	C	10		155.00	01-Jul-18
Carang Carang Room per day Standard Rate	C	10		295.00	01-Jul-18
Wellington Room per half day Standard Rate	C	10		200.00	01-Jul-18
Wellington Room per day Standard Rate	C	10		400.00	01-Jul-18
Function Gathering area per half day Standard Rate	C	10		155.00	01-Jul-18
Function Gathering area per day Standard Rate	C	10		295.00	01-Jul-18
Setup fee for room configuration (optional)	C	10		50.00	01-Jul-18
<b>LAKESIDE ENTERTAINMENT &amp; ARTS FACILITY (LEAF)</b>					
Weddings and Commercial Organisations	C	10	185.00	190.00	01-Jul-18
Not for profit/community organisations	C	10	-	-	01-Jul-18
Use of Concertina Doors	C	10	140.00	145.00	01-Jul-18
Use of Concertina Doors Community Groups	C	10	70.00	75.00	01-Jul-18
<b>CIRCUS</b>					
Recreation Reserve Fees (Circus) Daily Fees	C	10	0.90	870.00	01-Jul-18
<b>MOORINGS</b>					
Mooring Fees - Annual Licence	C	10	900.00	915.00	01-Jul-18
Mooring - Temporary Per Week - Min 2 weeks (\$116.00). Max 12 weeks.	C	10	58.00	54.30	01-Jul-18
Transfer of Mooring Fee	C	10	45.00	45.90	01-Jul-18

**2018/19 Budget - Wellington Shire Council**  
**SCHEDULE OF FEES AND CHARGES AS AT 1 JULY 2018 (GST INCLUSIVE)**

C = COUNCIL SET L = LEGISLATION

Service	C/L	GST %	Fee 17/18 Including Tax \$	Fee 18/19 Including Tax \$	Effective Date
<b>AERODROMES</b>					
Establishment fee for setting up user agreements - for new user agreements on Council Owned or Controlled Land	C	10	109.00	111.20	01-Jul-18
West Sale Airport Service Charge - Terminal Access - Per day for charter/commercial flights Rate capped to 100 days p.a.	C	10	110.00	112.20	01-Jul-18
West Sale Airport Service Charge - Use of Airside Apron Areas - per m2p.a.					
Aircraft parking or equipment storage. User agreement to be established for periods in excess of 28 continuous days Minimum charge \$275.00 (based on 100m2 for 1 month).	C	10	33.00	33.70	01-Jul-18
West Sale Airport / Yarram Aerodrome Service Charge - Annual User Licence Agreement - Recreational Use	C	10	140.00	142.80	01-Jul-18
West Sale Airport/Yarram Aerodrome Service Charge - Ann. User Licence Agreement - Light commercial use.	C	10	650.00	663.00	01-Jul-18
West Sale Airport/Yarram Aerodrome Service Charge - Annual User Licence Agreement - Commercial Use.	C	10	1,300.00	1,326.00	01-Jul-18
West Sale Airport - Landing Fees Fee applied per aircraft landing (landing and take-off) no charge for touch and goes. Military and other Aircraft with WSA and Yarram licence agreement exempt. GA registered aircraft ≤1550kg exempt GA registered aircraft > 1550kg \$3.00/tonne pro-rata.	C	10	\$3.00/tonne	\$3.10/tonne	01-Jul-18
Yarram Aerodrome - Landing Fees Fee applied per aircraft landing (landing and take-off) no charge for touch and goes. Military and other Aircraft with Yarram and WSA licence agreement exempt. GA registered aircraft ≤ 1550kg exempt. GA registered aircraft > 1550kg \$1.50/tonne pro-rata.	C	10	\$1.50/tonne	\$1.50/tonne	10-Nov-16
<b>SALEYARDS</b>					
17/18 Fees are based on fee currently charged by VLE. Council will take over Saleyard operations on 1 April 2018.					
Fees are provisional and subject to change upon review.					
<b>Prime Sales</b>					
Weighted Cattle	C	10	22.00	22.00	01-Jul-18
Weighted Bulls	C	10	29.26	29.26	01-Jul-18
Unweighted Cattle	C	10	15.51	15.51	01-Jul-18
Unweighted Bulls	C	10	22.00	22.00	01-Jul-18
Calves	C	10	3.63	3.63	01-Jul-18
Goats	C	10	1.76	1.76	01-Jul-18
Pigs	C	10	2.97	2.97	01-Jul-18
Proving Fee	C	10	2.53	2.53	01-Jul-18
<b>Store Sales</b>					
Unweighted Cattle	C	10	15.51	15.51	01-Jul-18
Unweighted Bulls	C	10	22.00	22.00	01-Jul-18
Unit (Cow and Calf)	C	10	19.14	19.14	01-Jul-18
Calves	C	10	3.63	3.63	01-Jul-18
<b>Buyer / NLIS Fee</b>					
Store Sales, Wednesday Calf Sales	C	10	2.75	2.75	01-Jul-18
Clearing Sales	C	10	2.75	2.75	01-Jul-18
<b>Sheep Sales</b>					
Sheep Sales	C	10	1.76	1.87	01-Jul-18
<b>Other</b>					
Weigh Only	C	10	11.66	11.66	01-Jul-18
Scan Only	C	10	6.27	6.27	01-Jul-18
On Delivery Fee - Cattle	C	10	6.27	6.27	01-Jul-18
On Delivery Fee - Sheep	C	10	0.44	0.44	01-Jul-18

**2018/19 Budget - Wellington Shire Council**  
**SCHEDULE OF FEES AND CHARGES AS AT 1 JULY 2018 (GST INCLUSIVE)**

**C = COUNCIL SET L = LEGISLATION**

Service	C/L	GST %	Fee 17/18 Including Tax \$	Fee 18/19 Including Tax \$	Effective Date
Post Breeder Tags – No Tag. Sakeyard tag applied by ORLE	C	10	37.95	37.95	01-Jul-18
Agent Fee – Special Sales	C	10	147.73	147.73	01-Jul-18
Auctioneers Fees	C	10	134.40	134.40	01-Jul-18
Buyers Reports	C	10	\$0.11 per head	\$0.11 per head	01-Jul-18
Flooring Sales	C	10	\$11 per cubic metre	\$11 per cubic metre	01-Jul-18
Truck Wash	C	10	\$1.35 per minute	\$1.45 per minute	01-Jul-18
<b>MAP SALES</b>					
Hardcopy - Standard Map (Dekho, Internet, VicRoads) A3 Colour	C	10	12.50	12.75	01-Jul-18
Hardcopy - Standard Map (Dekho, Internet, VicRoads) A2 Colour	C	10	18.50	18.80	01-Jul-18
Hardcopy - Standard Map (Dekho, Internet, VicRoads) A1 Colour	C	10	31.00	31.50	01-Jul-18
Hardcopy - Aerial Photo Plot A4	C	10	12.50	12.70	01-Jul-18
Hardcopy - Aerial Photo Plot A3	C	10	18.50	18.80	01-Jul-18
Hardcopy - Aerial Photo Plot A2	C	10	31.00	31.50	01-Jul-18
Hardcopy - Aerial Photo Plot A1	C	10	42.00	42.80	01-Jul-18
Softcopy - Aerial Photo - sent to email address	C	10	10.00	10.20	01-Jul-18
<b>TIPPING FEES</b>					
Commercial Tonne	C	10	161.00	166.00	01-Jul-18
Compacted Commercial	C	10	173.00	178.00	01-Jul-18
Commercial m3	C	10	65.00	67.00	01-Jul-18
Domestic m3	C	10	33.00	34.00	01-Jul-18
Greenwaste m3	C	10	15.00	15.00	01-Jul-18
Timber waste	C	10		30.00	01-Jul-18
Clean Concrete Tonne	C	10	30.00	31.00	01-Jul-18
Clean Concrete m3	C	10	44.00	45.00	01-Jul-18
Separated Recyclables m3	C	10	-	-	01-Jul-18
Asbestos per tonne	C	10	100.00	100.00	01-Jul-15
Single Mattress	C	10	10.00	10.00	01-Jul-18
Double Mattress	C	10	15.00	15.00	01-Jul-18
<b>ROADS</b>					
Rechargeable works	C	10	By Quote	By Quote	01-Jul-18
Consent for Works Within Road Reserve	L		\$81.60 - \$586.00	\$81.60 - \$586.00	01-Jul-18
<b>FIRE HAZARD RECOVERY</b>					
Recovery cost for Fire Hazard Removal Contractor plus an administration fee	C	10	Admin Cost \$105.00 + contractor cost	Admin Cost \$105 + contractor cost	01-Jul-18
Recovery cost for Contractor "call out" plus an administration fee	C	10	Admin Cost \$105.00 + contractor cost	Admin Cost \$105 + contractor cost	01-Jul-18
<b>FINANCE</b>					
Dishonoured Direct Debit Fees	C		30.00	30.00	01-Jul-16
Dishonoured Cheque Fees	C		35.00	35.00	01-Jul-09
Reissue Payment Fee	C			15.00	01-Jul-18
Land Information Certificates	L		25.90	26.30	01-Jul-18
Land Information Certificate – Urgent Fee	C	10	75.00	80.00	01-Jul-18
Duplicate Rate Notice	C	10	10.00	10.00	01-Jul-16
Rate Related Archive Search per hour	C	10	50.00	51.00	01-Jul-18
<b>FREEDOM OF INFORMATION</b>					
Freedom of Information Request	L		28.40	28.90	01-Jul-18
Freedom of information Search Charges per hour or part of an hour (except if on a computer)	L		21.40	21.40	01-Jul-17
Freedom of Information Supervision Charges Per Quarter hour	L		5.30	5.30	01-Jul-17
Freedom of Information Photocopies-A4 (per page)	L		0.20	0.20	01-Jul-17

WELLINGTON SHIRE COUNCIL  
STRATEGIC RESOURCE PLAN

*For the four years ended 30 June 2022*

**Comprehensive Income Statement  
For the four years ended 30 June 2022**

	2019	2020	2021	2022
	\$'000	\$'000	\$'000	\$'000
<b>Income</b>				
Rates and charges	61,411	64,790	66,724	69,409
Statutory fees and fines	811	827	862	860
User fees	7,525	7,708	7,872	7,979
Grants - Operating	8,580	14,268	14,723	14,497
Grants -Capital	13,836	6,800	5,785	4,470
Contributions - monetary- Operating	317	166	118	121
Contributions - monetary- Capital	1,229	415	100	100
Net gain/(loss) on disposal of property, infrastructure, plant and equipment	151	115	146	130
Other income- Operating	2,135	2,206	2,184	2,150
Other income- Capital	153	110	110	110
<b>Total income</b>	<b>96,148</b>	<b>97,408</b>	<b>98,624</b>	<b>99,826</b>
<b>Expenses</b>				
Employee costs	26,927	27,589	28,148	28,798
Materials and services	32,297	31,992	33,751	32,783
Bad and doubtful debts	86	87	89	91
Depreciation and amortisation	24,130	24,974	24,932	25,042
Borrowing costs	391	485	387	435
Other expenses	2,453	2,048	2,302	1,512
<b>Total expenses</b>	<b>86,284</b>	<b>87,175</b>	<b>89,609</b>	<b>88,659</b>
<b>Surplus/(deficit) for the year</b>	<b>9,864</b>	<b>10,233</b>	<b>9,015</b>	<b>11,167</b>
<b>Other comprehensive income</b>				
<b>Items that will not be reclassified to surplus or deficit in future</b>				
Net asset revaluation increment/(decrement)	-	-	-	-
<b>Total comprehensive result</b>	<b>9,864</b>	<b>10,233</b>	<b>9,015</b>	<b>11,167</b>

The Comprehensive Income Statement shows what is expected to happen over the next four years in respect of income, expenses and other gains/losses.

The bottom line shows the movement in Council's financial position during the next four years which is reflected in the movement in net assets/equity in the balance sheet

**KEY ASSUMPTIONS**

In developing the Strategic Resource Plan, it is necessary to consider number of external factors impacting on Council with the major impact being the cap on rates increases from 2018/17. In order to accommodate these factors, Council has continued its focus on cost reductions through operational efficiencies, resulting in minimal increases in expenditure over the term of this strategic resource plan.

The general rate income for 2018/19 is calculated within the Fair Go Rates system and as per the Ministerial directive of \$2.25% rise (2017/18-2.0%). The Waste Infrastructure charge will increase to \$55, while the Garbage charge will increase to \$222 due to the impact of developments in the recycling industry resulting from China's ban on the importation of certain materials in their present form which will significantly increase Council's cost of recycling and handling. The EPA Levy Charge will increase to \$16.92 for each property that receives a garbage collection service. An increase of 2.25% in the general rate in the dollar has been projected in subsequent years. Rate and charges income also includes contributions from ratepayers towards special charge schemes, being \$0.4M in 2018/19, \$1.1M in 2019/2020, \$0.8M in 2020/21 and \$0.8M in 2021/22.

Fees and Charges (including statutory fees) will contribute approximately 8.7% of the Council's total income in 2018/19 and will increase in line with CPI over the next 3 years, where pricing is controlled by the Council rather than set by legislation.

External Grants and Contributions over the next four years will range from 18% to 25% of total revenue. These are used to fund both capital and operating expenditure. Fifty percent of the 2018/19 financial assistance grants will be 'brought forward' in 2017/18, thereby reducing the operating grants income for 2018/19. Council has assumed a full year allocation for financial assistance grants in future years, along with a 2% increase. Other recurrent operating grants are forecast to increase by between 1% and 3% in future years. Capital grants are used to fund capital projects and are based on confirmed funding levels. In 2015, the Federal Government announced an increase in Roads to Recovery (R2R) funding of which this Council received total additional allocation of \$7.01 million which will be expended by the end of 2019. In future years R2R funding will revert back to the annualised allocation of approximately \$2.3 million.

Employee Costs are projected to rise by between 2.0% and 2.5% in accordance with the current Enterprise Bargaining Agreement and allowing for annual movement between banding levels.

Materials and Services costs are driven by a number of external factors including prevailing economic conditions (such as fuel prices), industry specific issues and CPI. Over the four year period there will be minimal costs increases except for 2019/2020.

**Balance Sheet**  
**For the four years ended 30 June 2022**

	2019 \$'000	2020 \$'000	2021 \$'000	2022 \$'000
<b>Assets</b>				
<b>Current assets</b>				
Cash and cash equivalents	45,058	41,697	42,547	49,400
Trade and other receivables	6,232	6,753	6,802	7,226
Other financial assets	20,000	20,000	25,000	25,000
Other assets	408	408	408	408
<b>Total current assets</b>	<b>71,698</b>	<b>68,858</b>	<b>74,757</b>	<b>82,034</b>
<b>Non-current assets</b>				
Trade and other receivables	2,661	3,619	4,071	4,518
Property, infrastructure, plant and equipment	889,288	897,863	904,834	910,293
Intangible assets	1,252	1,160	491	-
<b>Total non-current assets</b>	<b>893,201</b>	<b>902,642</b>	<b>909,396</b>	<b>914,811</b>
<b>Total assets</b>	<b>964,899</b>	<b>971,500</b>	<b>984,153</b>	<b>996,845</b>
<b>Liabilities</b>				
<b>Current liabilities</b>				
Trade and other payables	7,947	7,873	8,290	8,058
Trust funds and deposits	699	679	769	749
Provisions	8,689	8,904	7,993	7,153
Interest-bearing loans and borrowings	6,684	821	1,007	1,171
<b>Total current liabilities</b>	<b>24,019</b>	<b>18,277</b>	<b>18,059</b>	<b>17,131</b>
<b>Non-current liabilities</b>				
Provisions	5,950	7,409	10,267	12,277
Interest-bearing loans and borrowings	5,919	6,570	7,568	8,011
<b>Total non-current liabilities</b>	<b>11,869</b>	<b>13,979</b>	<b>17,835</b>	<b>20,288</b>
<b>Total liabilities</b>	<b>35,888</b>	<b>32,256</b>	<b>35,894</b>	<b>37,419</b>
<b>Net assets</b>	<b>929,011</b>	<b>939,244</b>	<b>948,259</b>	<b>959,426</b>
<b>Equity</b>				
Accumulated surplus	369,571	379,982	390,137	405,002
Reserves	559,440	559,262	558,122	554,424
<b>Total Equity</b>	<b>929,011</b>	<b>939,244</b>	<b>948,259</b>	<b>959,426</b>

*The Balance Sheet provides a snapshot of the Council's expected financial position at the end of each of the next four years. Total equity represents the net worth of Council.*



**Statement of Changes in Equity  
For the four years ended 30 June 2022**

	Total	Accumulated Surplus	Revaluation Reserve	Other Reserves
	\$'000	\$'000	\$'000	\$'000
<b>2019</b>				
Balance at beginning of the financial year	919,147	360,894	551,250	7,003
Surplus/(deficit) for the year	9,864	9,864	-	-
Net asset revaluation increment/(decrement)	-	-	-	-
Transfers to other reserves	-	(2,912)	-	2,912
Transfers from other reserves	-	1,725	-	(1,725)
<b>Balance at end of the financial year</b>	<b>929,011</b>	<b>369,571</b>	<b>551,250</b>	<b>8,190</b>
<b>2020</b>				
Balance at beginning of the financial year	929,011	369,571	551,250	8,190
Surplus/(deficit) for the year	10,233	10,233	-	-
Net asset revaluation increment/(decrement)	-	-	-	-
Transfers to other reserves	-	(3,132)	-	3,132
Transfers from other reserves	-	3,310	-	(3,310)
<b>Balance at end of the financial year</b>	<b>939,244</b>	<b>379,982</b>	<b>551,250</b>	<b>8,012</b>
<b>2021</b>				
Balance at beginning of the financial year	939,244	379,982	551,250	8,012
Surplus/(deficit) for the year	9,015	9,015	-	-
Net asset revaluation increment/(decrement)	-	-	-	-
Transfers to other reserves	-	(3,134)	-	3,134
Transfers from other reserves	-	4,274	-	(4,274)
<b>Balance at end of the financial year</b>	<b>948,259</b>	<b>390,137</b>	<b>551,250</b>	<b>6,872</b>
<b>2022</b>				
Balance at beginning of the financial year	948,259	390,137	551,250	6,872
Surplus/(deficit) for the year	11,167	11,167	-	-
Net asset revaluation increment/(decrement)	-	-	-	-
Transfers to other reserves	-	(3,347)	-	3,347
Transfers from other reserves	-	7,045	-	(7,045)
<b>Balance at end of the financial year</b>	<b>959,426</b>	<b>405,002</b>	<b>551,250</b>	<b>3,174</b>

**Statement of Cash Flows**  
**For the four years ended 30 June 2022**

	2019	2020	2021	2022
	Inflows/ (Outflows)	Inflows/ (Outflows)	Inflows/ (Outflows)	Inflows/ (Outflows)
	\$'000	\$'000	\$'000	\$'000
<b>Cash flows from operating activities</b>				
Rates and charges	61,174	64,374	66,484	69,076
Statutory fees and fines	811	827	862	860
User fees	7,343	7,686	7,793	7,988
Grants - operating	8,786	14,062	14,929	14,291
Grants - capital	13,836	6,800	5,785	4,470
Contributions- monetary	1,464	(338)	(269)	(212)
Interest received	1,250	1,275	1,301	1,327
Trust funds and deposits taken	(224)	249	141	252
Other receipts	1,038	1,041	993	933
Employee costs	(26,490)	(27,415)	(28,001)	(28,630)
Materials and services	(31,828)	(32,067)	(33,334)	(33,011)
Trust funds and deposits repaid	314	(269)	(51)	(272)
Other payments	(703)	(548)	(502)	(512)
<b>Net cash provided by/(used in) operating activities</b>	<b>36,771</b>	<b>35,677</b>	<b>36,141</b>	<b>36,560</b>
<b>Cash flows from investing activities</b>				
Payments for property, infrastructure, plant and equipment	43,676	33,988	31,878	30,689
Proceeds from sale of property, infrastructure, plant and equipment	(731)	(646)	(790)	(809)
Payments for/ (Proceeds from) sale of investments	5,000	-	5,000	-
<b>Net cash provided by/(used in) investing activities</b>	<b>47,945</b>	<b>33,342</b>	<b>36,088</b>	<b>29,880</b>
<b>Cash flows from financing activities</b>				
Finance costs	391	485	387	435
Proceeds from borrowings	(5,000)	(1,473)	(2,005)	(1,615)
Repayment of borrowings	269	6,684	821	1,007
<b>Net cash provided by/(used in) financing activities</b>	<b>(4,320)</b>	<b>5,696</b>	<b>(797)</b>	<b>(173)</b>
Net increase (decrease) in cash and cash equivalents	(6,854)	(3,361)	850	6,853
Cash and cash equivalents at the beginning of the financial year	51,912	45,058	41,697	42,547
<b>year</b>	<b>45,058</b>	<b>41,697</b>	<b>42,547</b>	<b>49,400</b>

The Cash Flow Statement shows the expected movement in cash over the next four years

The net cash flows from operating activities shows the expected cash available after providing services to the community. These funds along with net cash provided by financing activities are used to fund ongoing capital requirements.

**Statement of Capital Works  
For the four years ended 30 June 2022**

	2019 \$'000	2020 \$'000	2021 \$'000	2022 \$'000
<b>Property</b>				
Land	-	-	-	-
Landfill improvements	30	-	75	1,600
<b>Total land</b>	<b>30</b>	<b>0</b>	<b>75</b>	<b>1,600</b>
Buildings	6,877	7,415	5,333	4,470
<b>Total buildings</b>	<b>6,877</b>	<b>7,415</b>	<b>5,333</b>	<b>4,470</b>
<b>Total property</b>	<b>6,907</b>	<b>7,415</b>	<b>5,408</b>	<b>6,070</b>
<b>Plant and equipment</b>				
Plant, Machinery & Equipment	2,201	2,006	2,324	2,450
Furniture & Equipment	196	10	-	-
Computers & Communications	165	182	182	182
Book stock	259	254	287	278
<b>Total plant and equipment</b>	<b>2,821</b>	<b>2,452</b>	<b>2,793</b>	<b>2,910</b>
<b>Infrastructure</b>				
Roads	12,083	13,294	12,032	13,066
Bridges	412	610	735	603
Footpaths	6,718	865	785	803
Drainage	150	1,410	2,250	1,445
Off Street Car Parks	85	550	549	550
Aerodromes	6,239	435	415	605
Parks, Open Space, Streetscapes	3,160	3,500	2,765	2,025
Recreation, Leisure, Community Facilities	3,442	1,953	2,798	1,435
Waste Management	250	235	120	100
Other Infrastructure	745	520	1,120	940
<b>Total Infrastructure</b>	<b>33,284</b>	<b>23,462</b>	<b>23,569</b>	<b>21,572</b>
<b>Intangibles</b>	<b>664</b>	<b>659</b>	<b>108</b>	<b>137</b>
<b>Total capital works expenditure</b>	<b>43,676</b>	<b>33,988</b>	<b>31,878</b>	<b>30,689</b>
<b>Represented by:</b>				
New asset expenditure	335	350	330	520
Asset renewal expenditure	26,594	22,951	22,556	23,552
Asset expansion expenditure	3,962	2,504	3,172	1,287
Asset upgrade expenditure	12,784	8,183	5,820	5,330
<b>Total capital works expenditure</b>	<b>43,675</b>	<b>33,988</b>	<b>31,878</b>	<b>30,689</b>

The Statement of Capital Works shows the expected expenditure on capital works over the next four years

**Capital Works Strategies**

The capital works program over the four year period (as part of the ten year capital works program) will continue to be refined to ensure alignment with Asset Management Plan objectives and strategies. All projects are evaluated on a case by case basis, taking into account public safety, community need, legislative requirements and availability of funding, both internal and external. Essential to Council achieving its Asset Management Plan objectives over the next four years is the continuation of the Roads to Recovery funding initiative of \$9.4M.

**Borrowing Strategies**

Council's Long Term Financial Plan, takes into consideration the need to plan carefully for funding the renewal of infrastructure assets, and remain a financially sustainable organisation.

New borrowings have been forecast for all years from 2018/19 to 2021/22, to partly fund major capital works such as the Cameron Sporting Complex Redevelopment, Maffra streetscape, Sale Tennis Club Redevelopment, West Sale Airport Runway Extension, future sporting infrastructure facilities and residential street and drainage schemes. At the end of the four year financial period, total debt is forecast to be \$9.2M - well within the relevant Local Government Reporting Framework indicators.

Other Information  
For the four years ended 30 June 2022

1. Summary of planned capital works expenditure

	Asset Expenditure Types					Funding Sources				
	Total \$'000	New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Total \$'000	Grants \$'000	Contributions \$'000	Council Cash \$'000	Borrowings \$'000
<b>2019</b>										
<b>Property</b>										
Land										
Land	-	-	-	-	-	-	-	-	-	-
Landfill Improvements	30	-	30	-	-	30	-	-	30	-
<b>Total Land</b>	<b>30</b>	<b>-</b>	<b>30</b>	<b>-</b>	<b>-</b>	<b>30</b>	<b>-</b>	<b>-</b>	<b>30</b>	<b>-</b>
Buildings										
Buildings	6,877	-	2,151	3,346	1,380	6,877	2,090	790	1,997	2,000
<b>Total Buildings</b>	<b>6,877</b>	<b>-</b>	<b>2,151</b>	<b>3,346</b>	<b>1,380</b>	<b>6,877</b>	<b>2,090</b>	<b>790</b>	<b>1,997</b>	<b>2,000</b>
<b>Total Property</b>	<b>6,907</b>	<b>-</b>	<b>2,181</b>	<b>3,346</b>	<b>1,380</b>	<b>6,907</b>	<b>2,090</b>	<b>790</b>	<b>2,027</b>	<b>2,000</b>
<b>Plant &amp; Equipment</b>										
Plant, Machinery & Equipment	2,201	-	2,201	-	-	2,201	-	-	2,201	-
Furniture & Equipment	196	-	79	19	98	196	-	-	196	-
Computers & Communications	165	-	135	30	-	165	-	-	165	-
Book stock	259	-	239	-	20	259	-	-	259	-
<b>Total Plant &amp; Equipment</b>	<b>2,821</b>	<b>-</b>	<b>2,654</b>	<b>49</b>	<b>118</b>	<b>2,821</b>	<b>-</b>	<b>-</b>	<b>2,821</b>	<b>-</b>
<b>Infrastructure</b>										
Roads	12,083	-	6,792	3,247	44	12,083	3,756	545	7,782	-
Bridges	412	-	120	292	-	412	148	-	266	-
Footpaths	6,718	-	5,216	490	1,012	6,718	1,500	-	4,068	1,150
Drainage	150	-	75	75	-	150	-	-	150	-
Off Street Car Parks	85	-	85	-	-	85	-	-	85	-
Aerodromes	6,239	305	4,153	1,480	301	6,239	4,500	-	744	995
Parks, Open Space, Streetscapes	3,160	30	1,193	1,086	851	3,160	398	68	2,694	-
Recreation, Leisure, Community Facilities	3,442	-	1,476	1,709	257	3,442	1,090	374	1,328	650
Waste Management	250	-	155	95	-	250	-	-	250	-
Other Infrastructure	745	-	416	328	-	745	356	-	389	-
<b>Total Infrastructure</b>	<b>33,284</b>	<b>335</b>	<b>21,681</b>	<b>8,802</b>	<b>2,465</b>	<b>33,284</b>	<b>11,746</b>	<b>687</b>	<b>17,756</b>	<b>2,795</b>
<b>Intangibles</b>	<b>664</b>	<b>-</b>	<b>78</b>	<b>587</b>	<b>-</b>	<b>664</b>	<b>-</b>	<b>-</b>	<b>664</b>	<b>-</b>
<b>Total capital works expenditure</b>	<b>43,676</b>	<b>335</b>	<b>26,594</b>	<b>12,784</b>	<b>3,963</b>	<b>43,676</b>	<b>13,836</b>	<b>1,777</b>	<b>23,268</b>	<b>4,795</b>

WELLINGTON SHIRE COUNCIL  
STRATEGIC RESOURCE PLAN

2020	Asset Expenditure Types					Funding Sources				
	Total \$'000	New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Total \$'000	Grants \$'000	Contributions \$'000	Council Cash \$'000	Borrowings \$'000
<b>Property</b>										
<b>Land</b>										
Land	-	-	-	-	-	-	-	-	-	-
Landfill Improvement	-	-	-	-	-	-	-	-	-	-
<b>Total Land</b>	-	-	-	-	-	-	-	-	-	-
<b>Buildings</b>										
Buildings	7,415	-	3,280	2,744	1,391	7,415	2,783	50	4,582	-
<b>Total Buildings</b>	7,415	-	3,280	2,744	1,391	7,415	2,783	50	4,582	-
<b>Total Property</b>	7,415	-	3,280	2,744	1,391	7,415	2,783	50	4,582	-
<b>Plant &amp; Equipment</b>										
Plant, Machinery & Equipment	2,006	-	2,006	-	-	2,006	-	-	2,006	-
Furniture & Equipment	10	-	3	7	-	10	-	-	10	-
Computers & Communications	182	-	182	-	-	182	-	-	182	-
Book stock	254	-	244	-	10	254	-	-	254	-
<b>Total Plant &amp; Equipment</b>	2,452	-	2,435	7	10	2,452	-	-	2,452	-
<b>Infrastructure</b>										
Roads	13,204	-	10,323	2,925	46	13,204	3,371	1,250	8,673	-
Bridges	810	-	810	-	-	810	310	110	190	-
Footpaths	885	-	441	45	378	885	-	-	885	-
Drainage	1,410	-	905	505	-	1,410	-	297	1,113	-
Off Street Car Parks	550	-	550	-	-	550	-	-	550	-
Aerodromes	435	350	81	17	17	435	-	-	435	-
Parks, Open Space, Streetscapes	3,590	-	1,993	1,048	550	3,590	38	-	3,554	-
Recreation, Leisure, Community Facilities	1,953	-	1,813	27	112	1,953	300	115	1,038	500
Waste Management	235	-	188	68	-	235	-	-	235	-
Other Infrastructure	520	-	330	190	-	520	-	-	520	-
<b>Total Infrastructure</b>	23,482	350	17,184	4,825	1,103	23,482	4,017	1,772	17,173	500
<b>Intangibles</b>	659	-	52	607	-	659	-	-	659	-
<b>Total capital works expenditure</b>	33,988	350	22,951	8,183	2,504	33,988	6,800	1,822	24,866	500

WELLINGTON SHIRE COUNCIL  
STRATEGIC RESOURCE PLAN

2021	Asset Expenditure Types					Funding Sources				
	Total \$'000	New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Total \$'000	Grants \$'000	Contributions \$'000	Council Cash \$'000	Borrowings \$'000
<b>Property</b>										
<b>Land</b>										
Land	-	-	-	-	-	-	-	-	-	-
Landfill Improvements	75	-	75	-	-	75	-	-	75	-
<b>Total Land</b>	<b>75</b>	<b>-</b>	<b>75</b>	<b>-</b>	<b>-</b>	<b>75</b>	<b>-</b>	<b>-</b>	<b>75</b>	<b>-</b>
<b>Buildings</b>										
Buildings	5,332	-	3,375	1,252	705	5,332	1,265	-	4,067	-
<b>Total Buildings</b>	<b>5,332</b>	<b>-</b>	<b>3,375</b>	<b>1,252</b>	<b>705</b>	<b>5,332</b>	<b>1,265</b>	<b>-</b>	<b>4,067</b>	<b>-</b>
<b>Total Property</b>	<b>5,407</b>	<b>-</b>	<b>3,450</b>	<b>1,252</b>	<b>705</b>	<b>5,407</b>	<b>1,265</b>	<b>-</b>	<b>4,142</b>	<b>-</b>
<b>Plant &amp; Equipment</b>										
Plant, Machinery & Equipment	2,324	-	2,324	-	-	2,324	-	-	2,324	-
Furniture & Equipment	-	-	-	-	-	-	-	-	-	-
Computers & Communications	182	-	182	-	-	182	-	-	182	-
Book stock	287	-	250	-	37	287	10	-	277	-
<b>Total Plant &amp; Equipment</b>	<b>2,793</b>	<b>-</b>	<b>2,756</b>	<b>-</b>	<b>37</b>	<b>2,793</b>	<b>10</b>	<b>-</b>	<b>2,783</b>	<b>-</b>
<b>Infrastructure</b>										
Roads	12,032	-	9,411	2,573	48	12,032	3,520	500	8,012	-
Bridges	735	-	735	-	-	735	540	-	195	-
Footpaths	785	-	370	25	390	785	-	-	785	-
Drainage	2,250	-	885	415	950	2,250	-	300	1,044	900
Off Street Car Parks	550	-	550	-	-	550	-	-	550	-
Aerodromes	415	300	51	17	17	415	-	-	415	-
Parks, Open Space, Streetscapes	2,765	-	2,190	350	225	2,765	250	-	2,515	-
Recreation, Leisure, Community Facilities	2,798	-	1,958	40	600	2,798	200	100	1,998	500
Waste Management	120	-	110	10	-	120	-	-	120	-
Other Infrastructure	1,120	-	90	1,030	-	1,120	-	-	1,120	-
<b>Total Infrastructure</b>	<b>23,570</b>	<b>300</b>	<b>16,350</b>	<b>4,460</b>	<b>2,430</b>	<b>23,570</b>	<b>4,510</b>	<b>906</b>	<b>16,754</b>	<b>1,400</b>
<b>Intangibles</b>	<b>108</b>	<b>-</b>	<b>-</b>	<b>108</b>	<b>-</b>	<b>108</b>	<b>-</b>	<b>-</b>	<b>108</b>	<b>-</b>
<b>Total capital works expenditure</b>	<b>31,878</b>	<b>300</b>	<b>22,556</b>	<b>5,820</b>	<b>3,172</b>	<b>31,878</b>	<b>5,785</b>	<b>906</b>	<b>23,787</b>	<b>1,400</b>

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WELLINGTON SHIRE COUNCIL  
STRATEGIC RESOURCE PLAN

2022	Asset Expenditure Types					Funding Sources				
	Total \$'000	New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Total \$'000	Grants \$'000	Contributions \$'000	Council Cash \$'000	Borrowings \$'000
<b>Property</b>										
<b>Land</b>										
Land	-	-	-	-	-	-	-	-	-	-
Landfill Improvements	1,600	-	1,600	-	-	1,600	-	-	1,600	-
<b>Total Land</b>	<b>1,600</b>	<b>-</b>	<b>1,600</b>	<b>-</b>	<b>-</b>	<b>1,600</b>	<b>-</b>	<b>-</b>	<b>1,600</b>	<b>-</b>
<b>Buildings</b>										
Buildings	4,470	-	2,682	1,088	720	4,470	960	-	3,510	-
<b>Total Buildings</b>	<b>4,470</b>	<b>-</b>	<b>2,682</b>	<b>1,088</b>	<b>720</b>	<b>4,470</b>	<b>960</b>	<b>-</b>	<b>3,510</b>	<b>-</b>
<b>Total Property</b>	<b>6,070</b>	<b>-</b>	<b>4,282</b>	<b>1,968</b>	<b>720</b>	<b>6,070</b>	<b>960</b>	<b>-</b>	<b>5,110</b>	<b>-</b>
<b>Plant &amp; Equipment</b>										
Plant, Machinery & Equipment	2,450	-	2,450	-	-	2,450	-	-	2,450	-
Furniture & Equipment	-	-	-	-	-	-	-	-	-	-
Computers & Communications	182	-	182	-	-	182	-	-	182	-
Book stock	278	-	255	-	23	278	10	-	268	-
<b>Total Plant &amp; Equipment</b>	<b>2,910</b>	<b>-</b>	<b>2,887</b>	<b>-</b>	<b>23</b>	<b>2,910</b>	<b>10</b>	<b>-</b>	<b>2,900</b>	<b>-</b>
<b>Infrastructure</b>										
Roads	13,066	-	10,298	2,718	50	13,066	3,300	500	9,266	-
Bridges	603	-	603	-	-	603	-	-	603	-
Footpaths	603	-	378	25	402	603	-	-	603	-
Drainage	1,445	-	1,015	430	-	1,445	-	320	625	500
Off Street Car Parks	550	-	550	-	-	550	-	-	550	-
Aerodromes	605	520	51	17	17	605	-	-	605	-
Parks, Open Space, Streetscapes	2,025	-	1,950	-	75	2,025	-	-	2,025	-
Recreation, Leisure, Community Facilities	1,435	-	1,435	-	-	1,435	200	100	635	500
Waste Management	100	-	50	50	-	100	-	-	100	-
Other Infrastructure	940	-	30	910	-	940	-	-	940	-
<b>Total Infrastructure</b>	<b>21,572</b>	<b>520</b>	<b>16,358</b>	<b>4,150</b>	<b>544</b>	<b>21,572</b>	<b>3,500</b>	<b>920</b>	<b>16,152</b>	<b>1,000</b>
<b>Intangibles</b>										
Intangibles	137	-	25	112	-	137	-	-	137	-
<b>Total capital works expenditure</b>	<b>30,689</b>	<b>520</b>	<b>23,552</b>	<b>5,330</b>	<b>1,287</b>	<b>30,689</b>	<b>4,470</b>	<b>920</b>	<b>24,299</b>	<b>1,000</b>

10.

**Statement of Human Resources  
For the four years ended 30 June 2022**

	2019 \$'000	2020 \$'000	2021 \$'000	2022 \$'000
<b>Staff expenditure</b>				
Employee costs - Operating	26,927	27,589	28,145	28,796
Employee costs - Capital	102	-	-	-
<b>Total staff expenditure</b>	<b>27,029</b>	<b>27,589</b>	<b>28,145</b>	<b>28,796</b>
	FTE	FTE	FTE	FTE
<b>Staff numbers</b>				
Employees	294.5	288.3	285.0	284.0
Capitalised Labour	1.0	-	-	-
<b>Total staff numbers</b>	<b>295.5</b>	<b>288.3</b>	<b>285.0</b>	<b>284.0</b>

Staff numbers will decrease from 2019/20 onwards due to the finalisation of existing funding arrangements and the conclusion of temporary assignments.



Other Information  
For the four years ended 30 June 2022

2. Summary of planned human resources expenditure

	2019	2020	2021	2022
	\$'000	\$'000	\$'000	\$'000
<b>Built and Natural Environment</b>				
Permanent - Full time	8,801	8,021	9,247	9,478
Permanent - Part time	59	80	82	64
<b>Total Built and Natural Environment</b>	<b>8,860</b>	<b>8,101</b>	<b>9,329</b>	<b>9,542</b>
<b>Chief Executive Officer</b>				
Permanent - Full time	810	830	851	872
Permanent - Part time	-	-	-	-
<b>Total Chief Executive Officer</b>	<b>810</b>	<b>830</b>	<b>851</b>	<b>872</b>
<b>Community and Culture</b>				
Permanent - Full time	3,230	3,311	3,394	3,478
Permanent - Part time	1,041	1,067	1,094	1,121
<b>Total Community and Culture</b>	<b>4,271</b>	<b>4,378</b>	<b>4,488</b>	<b>4,599</b>
<b>Corporate Services</b>				
Permanent - Full time	3,288	3,368	3,452	3,538
Permanent - Part time	353	382	371	380
<b>Total Governance</b>	<b>3,641</b>	<b>3,750</b>	<b>3,823</b>	<b>3,918</b>
<b>Development</b>				
Permanent - Full time	4,545	4,658	4,775	4,894
Permanent - Part time	744	783	782	801
<b>Total Development</b>	<b>5,289</b>	<b>5,441</b>	<b>5,557</b>	<b>5,695</b>
<b>Total Casuals and other expenditures</b>	<b>4,100</b>	<b>4,140</b>	<b>4,120</b>	<b>4,100</b>
<b>Total staff expenditures</b>	<b>27,829</b>	<b>27,589</b>	<b>28,148</b>	<b>28,796</b>
	<b>FTE</b>	<b>FTE</b>	<b>FTE</b>	<b>FTE</b>
<b>Built and Natural Environment</b>				
Permanent - Full time	106.0	106.0	106.0	106.0
Permanent - Part time	0.6	0.6	0.6	0.6
<b>Total Built and Natural Environment</b>	<b>106.6</b>	<b>106.6</b>	<b>106.6</b>	<b>106.6</b>
<b>Chief Executive Officer</b>				
Permanent - Full time	6.0	6.0	5.0	5.0
Permanent - Part time	-	-	-	-
<b>Total Chief Executive Officer</b>	<b>6.0</b>	<b>6.0</b>	<b>5.0</b>	<b>5.0</b>
<b>Community and Culture</b>				
Permanent - Full time	32.0	32.0	32.0	32.0
Permanent - Part time	14.2	14.2	14.2	14.2
<b>Total Community and Culture</b>	<b>47.2</b>	<b>46.2</b>	<b>46.2</b>	<b>46.2</b>
<b>Corporate Services</b>				
Permanent - Full time	33.0	32.0	32.0	32.0
Permanent - Part time	4.8	4.2	4.2	4.2
<b>Total Corporate Services</b>	<b>37.8</b>	<b>36.2</b>	<b>36.2</b>	<b>36.2</b>
<b>Development</b>				
Permanent - Full time	44.0	44.0	44.0	44.0
Permanent - Part time	10.6	10.6	10.6	10.6
<b>Total Development</b>	<b>54.6</b>	<b>54.6</b>	<b>54.6</b>	<b>54.6</b>
<b>Total Casuals &amp; Temporary staff</b>	<b>43.3</b>	<b>38.7</b>	<b>37.4</b>	<b>35.4</b>
<b>Total staff numbers</b>	<b>295.5</b>	<b>288.3</b>	<b>286.8</b>	<b>284.8</b>

## ITEM C2.4

## INSTRUMENT OF APPOINTMENT AND AUTHORISATION (PLANNING AND ENVIRONMENT ACT 1987)

DIVISION: CORPORATE SERVICES  
ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES  
DATE: 19 JUNE 2018

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

### OBJECTIVE

The report seeks Council's approval for designated Council Officers responsible for enforcement of the *Planning and Environment Act 1987* (the Act) to be authorised and appointed as Authorised Officers under the Act.

### PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

#### RECOMMENDATION

***That Council, in the exercise of the powers conferred by section 224 of the Local Government Act 1989 (the Act) and the other legislation referred to in the attached S11A Instrument of Appointment and Authorisation (the instrument), resolve that: -***

- 1. Council Officers Mark Bayly, Joshua Clydesdale, Thomas Hams, Barry Hearsey, Geoff Newby, Michelle Nichols, Kim Phillips, Ben Proctor, Francois Theron, John Traa and Andrew Wolstenholme be appointed and authorised as set out in the instrument as provided at attachment 1; and***
- 2. The instrument be signed and sealed.***

### BACKGROUND

Council Officers whose duties include enforcement under the *Planning and Environment Act 1987* must now be authorised and appointed as an Authorised Officer by a resolution of Council. Previously this authorisation and appointment was achieved through the "Council to Chief Executive Officer" delegation process.

### OPTIONS

Council has the following options:

- To appoint and authorise officers as outlined in the attached instrument of appointment and authorisation, or
- To not authorise officers and seek further clarification and or information.

## **PROPOSAL**

It is proposed that Council appoint and authorise officers as outlined in the attached instrument of appointment and authorisation.

## **CONFLICT OF INTEREST**

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

## **LEGISLATIVE IMPACT**

Section 188(2)(c) of the *Planning and Environment Act 1987* provides Council with the authority to approve the S11a Instrument of Appointment and Authorisation.

## **COUNCIL PLAN IMPACT**

The Council Plan 2017–21 Theme 6 Organisational states the following strategic objective and related strategy:

### Strategic Objective 6.3

“Maintain a well governed, transparent, high performing, ethical and accountable organisation”

### Strategy 6.3.3

*“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.

## **RESOURCES AND STAFF IMPACT**

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

Maddocks Delegations and Authorisations

*S11A. Instrument of Appointment and Authorisation (Planning and Environment Act 1987)*

**Wellington Shire Council**

**Instrument of Appointment and Authorisation**  
***(Planning and Environment Act 1987 only)***

## **Instrument of Appointment and Authorisation (*Planning and Environment Act 1987*)**

In this instrument "**officer**" means -

(Officer Name)

**By this instrument of appointment and authorisation** Wellington Shire Council -

1. under section 147(4) of the *Planning and Environment Act 1987* - appoints the officer to be an authorised officer for the purposes of the *Planning and Environment Act 1987* and the regulations made under that Act; and
2. under section 232 of the *Local Government Act 1989* authorises the officer generally to institute proceedings for offences against the Acts and regulations described in this instrument.

**It is declared that** this instrument -

- (a) comes into force immediately upon its execution;
- (b) remains in force until varied or revoked.

This instrument is authorised by a resolution of the Wellington Shire Council on 19 June 2018

**(Council seal)**

Date: ..... / ..... / 2018



## C3 - REPORT

# GENERAL MANAGER DEVELOPMENT

**ITEM C3.1****WEST SALE AND WURRUK INDUSTRIAL LAND SUPPLY STRATEGY**

DIVISION: DEVELOPMENT  
 ACTION OFFICER: MANAGER LAND USE PLANNING  
 DATE: 19 JUNE 2018

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

**OBJECTIVE**

To adopt the 'West Sale and Wurruk Industrial Land Supply Strategy (April 2018)'.

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

***That Council, having considered all written submissions received in response to the period of public exhibition, resolve to adopt the 'West Sale and Wurruk Industrial Land Supply Strategy (April 2018)' (refer to Attachment 1).***

**BACKGROUND**

The purpose of the *West Sale and Wurruk Industrial Land Supply Strategy* (the Strategy) is to provide a robust land use planning rationale to justify, rezone and facilitate the industrial development of land in the short-medium term, within West Sale and/or Wurruk in accordance with the recommendations of the adopted '*Sale, Wurruk and Longford Structure Plan (2010)*'. The three sites or 'Candidate Areas' (refer to **Figure 1**) nominated within the Structure Plan for potential future industrial growth are located:

1. to the west of the existing industrial zoned land in Wurruk;
2. to the north of the Princes Highway and to the east of the West Sale Aerodrome, and
3. to the south of the Princes Highway and east of the Fulham Correctional Centre.

The key objectives of the Strategy are to:

1. establish and assess the existing available industrial land supply and future industrial land requirements in the short-medium term;
2. provide the strategic justification/rationale to assess and/or rezone land within the three Candidate Areas to an appropriate industrial zone based on identified land supply requirements;
3. provide for a supply of lot sizes that can accommodate a variety of different industrial uses;
4. develop design appropriate guidelines to manage the visual, physical and environmental impacts of future development on the locality; and
5. identify the key infrastructure requirements (including associated financial costs) that are necessary to 'unlock' the potential for the development of the identified additional land in the short-medium term that will assist in delivering the land to the market. Current known infrastructure challenges include but are not be limited to: drainage; traffic and access to major highway routes.

The draft Strategy was placed on public exhibition between 11 December 2017 and 26 January 2018 and attracted a total of 10 submissions. Seven (7) submissions were received from statutory agencies and three (3) from the community. Full copies of all submissions have been placed on the Councillor Home page and can be inspected in hard copy at Council's Customer Service Centre, Desailly Street, Sale. A summary of the key issues raised, and responses are included in **Attachment 2** to this Report.

Based on the findings of an initial '*Analysis, Issues and Options Report (October 2017)*' and feedback provided during a period of public exhibition, Urban Enterprise planning consultants have now, on behalf of Council, prepared a final Strategy (refer to **Attachment 1**). The Strategy is supported by a detailed Appendices (refer to **Attachment 3**), which includes further detailed information in relation to traffic, drainage and ecological matters.



Candidate Area 2 is recommended as the primary opportunity to provide industrial land. Rezoning of industrial land in this location has the potential to form part of a broader economic precinct which incorporates the West Sale Aerodrome and is supported by major road, rail and air distribution infrastructure.

Given that there are some potential challenges with development of this area which could delay its ultimate transition to industrial uses and the number of enquiries regarding vacant industrial land within the Wellington Shire in the past 12 months, it is also recommended that a secondary candidate area is advanced for rezoning.

Candidate Area 1 is considered the best additional opportunity for short-term development given the (relatively) low infrastructure costs and proximity to an existing industrial area, but only if road access can be secured to the land and a Cultural Heritage Management Plan is prepared. It is expected that a Council report will be presented at a later date in relation to the preparation of a planning scheme amendment to implement the findings of the Strategy, noting that Candidate Area 2 is recommended as the priority opportunity to provide industrial land.

## **OPTIONS**

1. That Council, having considered all written submissions received in response to the period of public exhibition, resolve to adopt the 'West Sale and Wurruk Industrial Land Supply Strategy (April 2018)' (refer to **Attachment 1**); or
2. That Council does not adopt the 'West Sale and Wurruk Industrial Land Supply Strategy (April 2018)' and seeks further information for consideration at a future meeting.

## **PROPOSAL**

That Council, having considered all written submissions received in response to the period of public exhibition, adopts the 'West Sale and Wurruk Industrial Land Supply Strategy (April 2018)' (refer to **Attachment 1**).

## **CONFLICT OF INTEREST**

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

## **FINANCIAL IMPACT**

The financial resources associated with this project have been accounted for in the Council budget for the 2017/2018 financial year.

Additional funding amounting to \$50,000 has also been provided by both the Gippsland Regional Office of the Department of Environment, Land, Water and Planning and the Victorian Planning Authority.

## **COMMUNICATION IMPACT**

Should Council adopt the Strategy, the following methods will be used to broadly communicate the document to the broader community:

- Up-to-date Council webpage.
- Media release.
- Direct notification to landowners within and adjoining the Candidate Areas.
- Direct notification to statutory agencies/authorities.

## LEGISLATIVE IMPACT

The Strategy has been prepared having regard to the *Planning and Environment Act 1987*; the provisions of the Wellington Planning Scheme - including the relevant state and local planning policy; and the *'Sale, Wurruk and Longford Structure Plan (2010)'*.

## COUNCIL PLAN IMPACT

The Council Plan 2017–21 contains the following strategic objectives and related strategies:

### Strategic Objective 2.3

*'Wellington Shire is well planned, considering long term growth and sustainability.'*

### Strategy 2.3.1

*'Continue to provide strategic planning to encourage long term growth and sustainability in Wellington Shire.'*

### Strategic Objective 5.2

*'Use a targeted approach to attract new business and investment to Wellington Shire, to support population growth.'*

### Strategy 5.2.2

*'Ensure the availability of residential, commercial and industrial land supply.'*

The *'West Sale and Wurruk Industrial Land Supply Strategy (April 2018)'*, supports the above Council Plan strategic objectives and strategies.

## PLANNING POLICY IMPACT

The Strategy has been prepared having regard to the *'Sale, Wurruk and Longford Structure Plan (2010)'* and the relevant provisions of the Local Planning Policy Framework (Clause 21.05-10) of the Wellington Planning Scheme.

## ENVIRONMENTAL IMPACT

### *Biodiversity:*

A Desktop Biodiversity Assessment of each Candidate Area has been undertaken by Ecology and Heritage Partners. The Assessment is included in the Appendices Report (refer to **Attachment 3**).

### *Cultural Heritage:*

A Cultural Heritage Letter of Advice relating to all three Candidate Areas has also been prepared as part of the preparation of the Strategy.

Relevant environmental issues will be required to be addressed as part of the later approvals processes and prior to any development occurring.

## ENGAGEMENT IMPACT

The following (community) consultation processes have taken place:

1 August 2017	<b>Business Information Exchange Session Stakeholder Information Session</b> - attended by members of the business community.
August; November & December 2017	<b>Newsletters (x3)</b> - distributed to all business owners and landowners within the Candidate Areas.
11 December 2017 - 26 January 2018	<b>Public Exhibition Period</b> – Total of 10 submissions received and considered (see <b>Attachment 2</b> ).

At the commencement of the project all landowners within the Candidate Areas were contacted by representatives from Urban Enterprise planning consultants for one-on-one discussions about the project.

The Council website has also been kept up-to-date to reflect the progress and status of the project.

Members of the community who have previously requested information updates on the project will also be directly notified of Council's decision.



# WEST SALE AND WURRUK INDUSTRIAL LAND SUPPLY STRATEGY

FINAL STRATEGY

APRIL 2018

WELLINGTON SHIRE COUNCIL

Urban Enterprise - Urban Planning / Land Economics / Tourism Planning / Industry Software  
[www.urbanenterprise.com.au](http://www.urbanenterprise.com.au)

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**FILENAME:** West Sale and Warrak ILSS - Final Strategy v1.0 230418

**VERSION:** 1.0

#### **DISCLAIMER**

Neither Urban Enterprise Pty Ltd nor any member or employee of Urban Enterprise Pty Ltd takes responsibility in any way whatsoever to any person or organisation (other than that for which this report has been prepared) in respect of the information set out in this report, including any errors or omissions therein. In the course of our preparation of this report, projections have been prepared on the basis of assumptions and methodology which have been described in this report. It is possible that some of the assumptions underlying the projections may change. Nevertheless, the professional judgement of the members and employees of Urban Enterprise Pty Ltd have been applied in making these assumptions, such that they constitute an understandable basis for estimates and projections. Beyond this, to the extent that the assumptions do not materialise, the estimates and projections of achievable results may vary.

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## EXECUTIVE SUMMARY

Urban Enterprise was engaged by Wellington Shire Council (**Council**) to undertake the West Sale and Wumuk Industrial Land Supply Strategy. This report is the Final Strategy which builds on an Analysis, Issues and Options Paper.

The report draws on a comprehensive consultation process which invited input from a diverse range of stakeholders including Council officers, State government, infrastructure agencies, businesses, landowners and other stakeholders potentially impacted by future industrial development.

### POLICY, STRATEGY AND ECONOMIC CONTEXT

The Gippsland Regional Growth Plan identifies the Latrobe region as a focus for economic growth, while Sale is identified as a Regional Centre which should accommodate a range of services to support the surrounding region.

The Sale, Wumuk and Longford Structure Plan identified three key sites to the west of Sale for investigation for future industrial uses – these are reflected in the Sale Framework Plan which shows all three sites within the Settlement Boundary.

Policies and strategies identify the following economic strengths and opportunities for Sale and the region:

- Strengths of the economy in Sale include the defence and aviation sectors, oil and gas, and a diverse economy which enables the town to operate as a service centre for the broader region.
- Aviation, including the RAAF base and the West Sale Aerodrome, is a major opportunity for economic growth and employment in Sale and surrounds and
- The key economic strengths of Wellington generally include defence, aviation, high quality agricultural land and oil and gas production.
- The Wellington Shire economy is relatively well diversified and is not reliant on a single industry to support the region, however many established industries are relatively mature and unlikely to drive major economic and employment growth.
- Major infrastructure investment is protecting existing strengths in high quality irrigated agricultural land and enhancing access and proximity to markets through improved road and rail infrastructure.
- Improvements and expansions of existing aviation infrastructure near Sale, including the East Sale RAAF Base and the West Sale Aerodrome, is likely to drive new economic opportunities in the aviation and related industries in Sale.

### INDUSTRIAL LAND SUPPLY AND DEMAND

An analysis of industrial land **supply** in Sale found the following:

- Industrial land in Sale is fragmented across multiple precincts, many with interface conflicts with nearby residential uses and poor transport accessibility.
- There is approximately 15ha of vacant industrial land in Sale at present across 4 precincts, along with several larger sites that are either underutilised or disused (eg. Nylex).
- Overall, most industrial precincts have relatively poor access and interface issues. Only the Wumuk and Sale East precincts are considered appropriate and available to provide any meaningful opportunities to new industrial businesses, along with the potential strategic opportunities associated with large businesses seeking to occupy currently disused major properties such as the Nylex site.
- There are only two sites for strategic supply (Wellington Business Park and a site owned by Gippsland Grammar School) identified as appropriate for new large industrial businesses. One of these is proposed to

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19 JUN 2018

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be progressively subdivided over time (Wellington Business Park) and the other does not appear to be on the market with no guarantee to be made available for industrial purposes (Goodland Grammar).

- The remaining supply of land available for small and medium business currently has a total area of approximately 9 hectares across 25 smaller lots.
- Only one industrial area in Sale is being progressively subdivided to create new industrial lots (Sale East). This area is predominantly providing new lots in small stages, typically 1,500 – 3,000sqm in area, and
- Gaps identified in the existing land supply primarily relate to the lack of opportunities for large format industrial sites with separation from sensitive uses and ready access to major roads. The land size gaps are primarily in the medium to large lot sizes of 0.5-1ha, 1-2ha and 2ha+.

Given that investors and businesses typically prefer to locate on newer, higher quality lots, rather than existing lots with improvements or interface / access issues, there is a distinct lack of the type of land that would be attractive to new industrial businesses in Sale. The ongoing subdivision of Wellington Business Park is the only location where this type of land is being made available – the development of this area is expected to continue to deliver smaller lots that will be attractive to commercial and light industrial users.

The implications of the analysis of **demand** for industrial land in Sale and Warrak include:

- There are two drivers of demand for industrial land, being local industrial business and larger regional/export industrial businesses.
- The local demand rate for industrial land is projected to be between 0.5 and 0.7ha/annum for the next 15 years, leading to a requirement of between 7.5 and 10.5 hectares of local industrial land by 2031.
- Strategic demand is less readily quantifiable. Council and the developer of the Wellington Business Park have received multiple enquiries regarding larger lots between 2ha and 10ha over the past three years, including 15 enquiries in Wellington Shire in the past 12 months. Council should plan to accommodate larger businesses by providing a suitable supply of land with larger lot sizes over the next 15 – 20 years (of at least 1ha and up to 10ha).

An indicative allowance for at least 40 hectares (lot area) is recommended and could accommodate 5-10 large businesses and a range of medium businesses. Rezoning further land as a contingency is also supported given the long lead times associated with planning for employment areas.

Main industrial business opportunities identified include:

- Local industrial growth led by growing population needs, such as construction, workshops, storage, mechanics, equipment hire, etc.
- Expansion or relocation of existing Sale and Warrak businesses to the Candidate Areas to provide larger sites, better separation from sensitive use and easier access to the highway network, Latrobe and Melbourne, and
- New medium to large sized industrial businesses seeking proximity to existing regional produce and a suitable labour supply (Sale and Traralgon) and ready access to the highway network.

In the longer term and subject to infrastructure availability, the opportunity to utilise rail and air freight to distribute and export products may also attract certain business types, particularly in Candidate Area 2 which has direct access to the rail line as well as the West Sale Aerodrome.

Industries and business types that may be well suited to current opportunities and local advantages include:

- Aviation and associated industries, including safety, training, maintenance, recreation, storage, natural resource and emergency management, and advanced aviation technologies.
- Advanced manufacturing and engineering, including mineral resources and renewable energy technology.
- Food processing and value adding, including those to support the agricultural and tourism sectors (eg. food and wine manufacturing), and
- Transport and distribution to assist export of local product.

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## CANDIDATE AREA ASSESSMENT

Table S1 shows a summary of the candidate areas and the characteristics of each that have been identified throughout the analysis.

**TABLE S1: CANDIDATE AREA SUMMARY**

Attributes	Candidate Area 1	Candidate Area 2	Candidate Area 3
Land area	42ha	55ha	100ha
Gross Developable Area (indicative)*	38ha	42.5ha	90ha
Indicative lot area (70% of GDA)*	26.5ha	34.7ha	63ha
Land ownership	2 owners, no identified constraints	5 owners, fragmented ownership could result in slow rate of development, no identified constraints	2 owners, potential ownership constraint to developing part of the area
Planning Zones and overlays	Farming Zone 0006	Farming Zone 0006 AR01 (to be amended) AF02 (to be amended)	Farming Zone 0006
Current land use	Grazing	Rural residential Grazing Hospitality/Events	Grazing
Topography	Flat (sloping near river)	Flat	Flat
Key interfaces	Wurruk Industrial Estate Thompson River	West Sale Aerodrome Future Heavy Vehicle Bypass Rail line	Princes Highway Fulham Correctional Centre Council animal pound
Road access	Constrained road access	Direct access future bypass and Heyfield Rd roundabout Secondary access	Direct access to highway Secondary access Hopkins Rd Potential bypass access (Heyfield Rd roundabout)
Rail access	Adjacent rail line (no station)	Adjacent rail line (no station)	Near rail line
Air freight	Near aerodrome	Adjacent aerodrome	Near aerodrome
Infrastructure Costs	Moderate	High (potentially multiple beneficiaries)	High
Native vegetation	Yes	Yes	Yes
Cultural heritage	Sensitivity - OAMP needed	Voluntary OAMP recommended	High sensitivity - OAMP needed
Economic Opportunities	- Extend Wurruk Industrial estate - Leverage from existing business relationships and infrastructure	- Integrate with aerodrome uses - Leverage from heavy vehicle bypass	- Leverage from high exposure and access from Highway - Large sites possible
Main challenges	- Road access	- Multiple ownership and reduced prospect of short term transition - Native vegetation	- Development costs and encumbered land (drainage and cultural heritage) - Landowner intentions - Princes interface

Source: Urban Enterprise, 2017

\*If no other details are available, 90% GDA/LA, 10% NGA/GDA.

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Investigation of Candidate Areas has identified that each site has a range of opportunities and challenges that need to be considered. The Candidate Areas should be considered against the extent to which they meet the following criteria which generally apply to larger format industrial land uses:

1. Low number of land owners, larger lots, regular layout;
2. A low level of 'entrenched' uses / investment in improvements, and landowners open to the prospect of selling or developing in the near future;
3. Low levels of encumbrances (eg. flooding, native vegetation, cultural heritage, etc) such that a reasonable proportion of the land can be developed without significant additional costs;
4. Flat land, readily serviced with costs at a level that is unlikely to compromise development feasibility;
5. Sufficient land that is suited to the types of demand identified / aligned with overall economic opportunities;
6. Separated from sensitive land uses;
7. Easily accessed from major roads, freight networks and export infrastructure;
8. Proximity to a labour force, a market and the source of produce; and
9. Ability to leverage from other Council and State investment.

Table S2 provides an assessment of the extent to which the Candidate Areas align with these criteria based on the analysis presented in this report. The assessment shows that although each of the Candidate Areas will have challenges to development, Candidate Area 2 best aligns with the criteria overall. This is primarily because there are no major issues identified with the area which cannot be overcome (i.e. those which present a potential barrier to development) compared with Area 1 (access issues) and Area 3 (potential cultural heritage issues as well as high infrastructure costs and a likely reduction in developable area due to stormwater retention requirements).

The main challenges to developing Candidate Area 2 could be addressed, including:

- Relatively high traffic infrastructure costs could be distributed across multiple beneficiaries; and
- Land ownership may restrict short term development but is not considered likely to be an enduring constraint to development.

Candidate Area 2 also presents significant potential economic benefits and synergies which could be derived from co-location with the Aerodrome (including the opportunity to form a consolidated aviation, manufacturing and business precinct), the potential future heavy vehicle bypass and the potential for long term rail freight access.

**TABLE S2: ASSESSMENT OF CANDIDATE AREAS**

Criteria	Area 1	Area 2	Area 3
1	High	Medium	High
2	High	Medium	Medium
3	Medium	Medium	Low
4	High	Medium	Low
5	Medium	High	High
6	Medium	High	Low
7	Low	High	High
8	High	High	High
9	Low	High	Medium

Source: Urban Freight, 2017.

4. [www.trafficinfrastructure.com.au/traffic-infrastructure](http://www.trafficinfrastructure.com.au/traffic-infrastructure)

## RECOMMENDATIONS, STRATEGIES AND ACTIONS

Candidate Area 2 is recommended as the primary opportunity to provide industrial land. Rezoning of industrial land in this location has the potential to form part of a broader economic precinct which incorporates the West Sale Aerodrome and surrounding public land, supported by major road, rail and air distribution infrastructure.

Given that there are some potential challenges with development of this area which could delay ultimate transition of this area to industrial uses and the large number of enquiries regarding industrial land in Wellington Shire in the past 12 months, it is recommended that a secondary candidate area is also pursued for rezoning. Candidate Area 1 is considered the best opportunity for short term development given the low infrastructure costs and proximity to an existing industrial area, if road access can be secured and a Cultural Heritage Management Plan is prepared.

Concurrently seeking to advance planning for two separate areas will mitigate the risk of identifying a preferred site which is subsequently found to have considerable development constraints. If both areas are ultimately successful in being rezoned and delivering new land to the market, it is expected that each could play a different and complementary role.

The recommended actions should be undertaken concurrently wherever possible.

### **STRATEGY 1 Increase the supply of industrial land suitable for medium and large lots in Sale and Warrak**

#### **ACTION 1.1 Adopt the Strategy**

**ACTION 1.2 Allocate resources to the completion of identified actions, including seeking external funding to support actions and catalyst infrastructure where relevant.**

### **STRATEGY 2 Develop a planning framework to guide and control future development**

**ACTION 2.1 Prepare a Planning Scheme Amendment which covers the following actions under Strategy 2.**

**ACTION 2.2 Identify Candidate Area 1 and 2 as preferred industrial growth areas on the Sale Framework Plan, and retain the identification of Candidate Area 3 as a potential long term industrial growth area subject to demand.**

**ACTION 2.3 Rezone Candidate Area 1 to the Industrial 1 Zone and Candidate Area 2 to the Industrial 1 Zone or alternative zone associated with the broader economic precinct (such as a Special Use Zone).**

**ACTION 2.4 Prepare a Development Plan Overlay addressing the actions from Strategies 3, 4 and 5 as relevant, including Environment, Infrastructure and Cultural Heritage actions.**

**ACTION 2.5 Prepare a Design and Development Overlay addressing the actions from Strategy 6 and incorporating input from the West Sale Aerodrome and RAAF.**

**ACTION 2.6 Prepare a Development Contributions Plan Overlay for both areas (or equivalent mechanism for Candidate Area 1) and supporting documentation to formalise arrangements for shared infrastructure funding.**

### **STRATEGY 3 Define potential Cultural Heritage and ecological constraints to development**

**ACTION 3.1 Require preparation of a formal Cultural Heritage Management Plan for Candidate Area 1.**

**ACTION 3.2 Require preparation of a Preliminary Ecology Assessment for Areas 1 and 2 to observe the presence of protected flora and fauna.**

**ACTION 3.3 Require preparation of a Preliminary Cultural Heritage Survey of Area 2.**

- STRATEGY 4** Require consideration of specific infrastructure issues
- ACTION 4.1** Require the preparation of a survey and preliminary stormwater management plan and waterway management plan for Candidate Area 2, ensuring that all findings and options consider ways to integrate with proposed works associated with the Aerodrome expansion.
- ACTION 4.2** Require the preparation of a survey and preliminary stormwater management plan and waterway management plan for Candidate Area 1.
- ACTION 4.3** Require the preparation of a Risk Assessment with V/Line and the Road Authority to reveal the additional impacts on level crossings to be utilised for the relevant candidate area and measures required to mitigate any risk, building on the initial assessment prepared for this strategy.
- ACTION 4.4** Given that access arrangements for Candidate Area 2 (including the number of intersections) are not finalised, require further investigation of access arrangements to Sale-Heyfield Road at the time of detailed planning, considering the strategic nature and status of the Sale Alternative Truck Route.
- STRATEGY 5** Establish formal mechanisms for shared infrastructure funding
- ACTION 5.1** For Candidate Area 1, design suitable road access via Riverside Drive (including any necessary land acquisition or land swaps) and seek a funding contribution from relevant sources, including State government.
- ACTION 5.2** As part of future planning for the broader Aerodrome precinct, identify opportunities to co-fund major shared infrastructure items for Candidate Area 2 such as intersections and sewer/water extensions.
- ACTION 5.3** As part of any Planning Scheme Amendment, prepare a Development Contributions Plan (or equivalent mechanism) to set out requirements and conditions on which developers share major infrastructure costs.
- STRATEGY 6** Ensure that urban design and land use is optimised and minimise conflicts both for industrial areas and interface areas
- ACTION 6.1** For both candidate areas, apply a Design and Development Overlay which addresses each consideration outlined in this Strategy to any land to be rezoned to the Industrial 1 Zone, including specific consideration of and alignment with the requirements of Clause 22.05 and AEO2 for the portion of land (0.2ha) in Candidate Area 2 that is impacted by the overlay.
- ACTION 6.2** Liaise with DELWP to confirm whether a Correctional Facility is considered to be a sensitive use (or otherwise) in respect of Clause 52.10 as part of the planning for Candidate Area 2.
- STRATEGY 7** Establish and promote strategic economic clusters
- ACTION 7.1** Partner with Regional Development Victoria to identify, support and fund the delivery of a strategic regional hub for aviation and related industries in Candidate Area 2 and surrounds.
- ACTION 7.2** Prepare a Strategic Property and Economic Opportunities Plan for the broader area surrounding and including Candidate Area 2, incorporating the Aerodrome, other public land and land situated between the Princes Freeway and the rail-line.
- ACTION 7.3** Liaise with VicRoads to communicate the benefits of the Sale Alternate Truck Route to future industrial land in Candidate Area 2 and ensure that planning for the route has regard for proposed future industrial land use in this area.

- ACTION 7.4 Partner with Invest Gippsland to promote new industrial land opportunities in Candidate Areas 1 and 2 and identify potential businesses and investors.
- ACTION 7.5 In the medium term, liaise with V/Line regarding long term freight distribution options and potential to integrate with Candidate Area 2.
- ACTION 7.6 When planning for the layout of the overall strategic economic cluster, consider the opportunity to establish a broader functional road network which connects Sale-Cowarr Road to Sale-Heyfield Road, north of the railway line.

# 1. INTRODUCTION

## 1.1. ENGAGEMENT

Urban Enterprise was engaged by Wellington Shire Council (**Council**) to undertake the West Sale and Warruk Industrial Land Supply Strategy.

This report is the Final Strategy, which builds on the Analysis, Issues and Options Paper prepared in September 2017.

## 1.2. SCOPE

The scope of the project is to review the provision of existing industrial land, assess nominated future sites in the Structure Plan and consider future land requirements over the short to medium term in Warruk and West Sale.

The scope includes:

- A review of the policy, strategy and economic context in Sale and the broader region;
- A thorough consultation program with major authorities, land owners, economic drivers, property interests and planning units;
- An assessment of the industrial demand and supply in Sale and Warruk;
- An assessment of the infrastructure conditions and any issues associated with developing the Candidate Areas for future industrial land; and
- Identification of issues and options for providing ongoing industrial land supply in Sale.

## 1.3. REPORT STRUCTURE

The report structure for this Final Strategy includes:

- Section 2 provides a review of the policy strategy and economic context for the project;
- Section 3 includes a summary of the findings from the consultation process;
- Section 4 contains a review of the existing industrial land supply;
- Section 5 provides analysis and projection of demand for industrial land in Sale and Warruk;
- Section 6 includes analysis of the proposed industrial candidate areas, including the findings of technical reports regarding Cultural Heritage, Infrastructure and Traffic; and
- Section 7 provides a summary of issues and options; and
- Section 8 outlines proposed strategies and actions.

The report is informed by four technical reports which are included in a separate **Appendices Report**.

## 1.4. CONSULTATION

This report draws on a comprehensive consultation process which invited input from a diverse range of stakeholders including:

- Wellington Shire Council officers within the Strategic Planning, Infrastructure Development and Business Development units;
- State government departments including the Department of Environment, Land Water and Planning (DELWP), Department of Economic Development, Jobs, Transport and Resources (DEDTJR) and Regional Development Victoria (RDV);

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- State government agencies including VicRoads, VicTrack, Environment Protection Authority (EPA) and Country Fire Authority (CFA).
- Infrastructure authorities including Gippsland Water, the West Gippsland Catchment Management Authority (WGCMA), Ausnet, Telstra, NBN.
- Other stakeholders including Aboriginal Victoria, Fullam Correctional Centre, West Sale Aerodrome and the Royal Australian Air Force (RAAF).
- All businesses currently occupying industrial land in Sale and Warrak.
- All landowners within Candidate Area for future industrial land, and
- Selected real estate agents and developers.

Findings from consultation are included in the relevant sections of the report. A list of those consulted is provided in **Attachment C**. It is noted that not all stakeholders contacted provided input to the study.

## 1.5. KEY DEFINITIONS

### INDUSTRIAL LAND

This project considers industrial land. Under the Victorian Planning Provisions at the time of this study, industrial land uses are permitted to establish within a range of planning zones, including the suite of three industrial zones (Industrial 1 Zone – I1Z, Industrial 2 Zone – I2Z, and Industrial 3 Zone – I3Z), along with the Commercial 2 Zone (C2Z). This report defines industrial land as land within the four aforementioned planning zones.

### VACANT LAND

In this report, land identified as ‘vacant land’ includes individual properties that are classified in Council’s rates database as ‘vacant’ or as a ‘development site’, and/or was identified by a review of aerial photography or during a site visit as not being used for business purposes (i.e. no storage of materials, no visible business activity, no major improvements, etc). In some cases, sites with significant improvements may be identified as ‘vacant’ even though the buildings are not currently occupied (e.g. Nyfox in Sale).

### INDUSTRIAL LAND USE

Under the land use terms as defined in the Victorian Planning Provisions (clause 75), industrial land use generally falls within two broad land use terms as follows:

- “Industry”, including materials recycling, refuse disposal, research and development centre, rural industry (such as abattoirs and sawmills), services industry (such as car wash and motor repairs), and
- “Warehouse”, including commercial display areas, fuel depots, mail centres, milk depots and stores (such as boat and caravan storage, shipping container storage and others).

Although some other land uses are commonly found to be using industrial land (such as recreation, religious, transport terminals, offices, retail and utilities), references in this report to industrial land uses or users generally refer to the main uses of ‘industry’ and ‘warehouse’.

## INDUSTRIAL BUSINESSES AND EMPLOYMENT

Businesses and jobs in Australia are categorised by reference to the Australian and New Zealand Standard Industry Classification (ANZSIC) Code, which includes 16 broad industries. The ANZSIC industries which most closely align with and reflect industrial land use include

- Manufacturing
- Construction
- Transport, Postal and Warehousing and
- Wholesale Trade

Other industries include both occupation and business types which typically use industrial land and other uses that typically do not use industrial land, including

- Mining
- Electricity, Gas, Water and Waste Services
- Other services, and
- Rental, Hiring and Real Estate Services

References to industrial "industries" or business types generally to businesses and jobs within these ANZSIC codes.

## DATA AREAS

Several different data areas are used within this report and are identified throughout this report. Refer to **Attachment A** for data area mapping.

## 2. POLICY AND STRATEGY CONTEXT

### 2.1. INTRODUCTION

This section provides an overview of the policy and strategy context for the project.

### 2.2. PLAN MELBOURNE

Plan Melbourne is guided by nine key principles, of which linking regional Victoria to Melbourne is one. This connectivity throughout the state aims to create increased economic opportunities through physical, social and economic links to the central cities.

Sale is identified as a Regional Centre, with the nearest Regional Centre in Gippsland being Bairnsdale and the nearest Regional City being Latrobe City.

The Plan also identifies the potential for a future airport to serve the long-term needs of the south-east Melbourne and the Gippsland region, which is relevant to potential future freight export opportunities and industrial land location decisions.

### 2.3. THE LATROBE VALLEY ECONOMIC GROWTH ZONE

Recently, the Latrobe Valley Economic Growth Zone was established, with financial incentives aiming to create jobs and grow local businesses in the region. Financial incentives include the reimbursement of a range of government fees and charges as well as property transactions. The incentives aim to retain these businesses in the region for an extended period to support the economic activity in the Latrobe Valley.

### 2.4. WELLINGTON PLANNING SCHEME

The Wellington Municipal Strategic Statement (MSS) identifies Sale as the main employment, education, medical and commercial centre of the Shire, providing a service role for the surrounding region of smaller towns and settlements. The MSS aims to establish the wider Sale region as a thriving regional city.

The MSS identifies that:

- Diversity of economic activity is a strength within Sale;
- The airfields in Wellington are important economic development assets;
- It is important to actively seek and develop new business opportunities, while generating wealth that stays in the Shire and provides employment;
- Sale, Warruk and Longford will become strengthened with the development of the Defence sector as well as expansion of the oil and gas industries, and growth in health, education, recreation, tourism, retailing and general industry;
- The West Sale Aerodrome is as a key precinct to be developed as an industrial node;
- Warruk is a location with the opportunity to provide the establishment of new industries and as a secondary activity node to complement Sale;
- The objective to facilitate industrial development in Sale and Warruk includes the facilitation of westward expansion of the existing Warruk Industrial Estate, along with the establishment of a multimodal interchange/transport and logistics hub at the West Sale Aerodrome. Land south of the Aerodrome and the Princes Freeway is also highlighted for large scale industry in the long term.

- Aviation, timber and tourism industrial sectors are important industries for development in the area

## 2.5. SALE, WURRUK AND LONGFORD STRUCTURE PLAN

The Sale, Wurruk and Longford Structure Plan was prepared in 2010. The Structure Plan identified areas of residential growth in the Northern Growth Area (North Sale) as well as in the Western Growth Area (Wurruk) to accommodate expected population growth.

The objectives of the Structure Plan in relation to industry included:

- Protect existing industrial operations;
- Provide economic development and employment opportunities;
- Protect and enhance the capacity for RAAF Base and the Aerodrome to develop as major employment bases;
- Provide a multi-modal freight exchange area; and
- Enhance transport access to industrial areas.

The Structure Plan identified three candidate areas to be investigated for future industrial land at Wurruk, the West Sale Aerodrome and Fulham. These sites (shown in Figure 1) provide a total of almost 220ha of potential industrial land. The sites are also shown within the Sale settlement boundary in the Sale Framework Plan (as part of the Gippsland Regional Growth Plan).

FIGURE 1 LOCATION OF FUTURE INDUSTRIAL AREAS, WEST SALE AND WURRUK



Source: Sale, Wurruk and Longford Structure Plan, 2010

## 2.6. KEY POINTS

The important implications of the policy and strategy context for industrial land in Sale include:

- State policies identify the Latrobe region as a focus for economic growth, while Sale is identified as a Regional Centre which should accommodate a range of services to support the surrounding region;
- Strengths of the economy in Sale include the defence and aviation sectors, oil and gas, and a diverse economy which enables the town to operate as a service centre for the broader region;

- Aviation, including the FIAAF base and the West Sale Aerodrome, is a major opportunity for economic growth and employment in Sale and surrounds, and
- Three key sites to the west of Sale were identified for investigation for future industrial uses.

## 3. ECONOMIC CONTEXT

### 3.1. INTRODUCTION

This section provides an overview of the existing economic context in Sale and the broader Gippsland Region and implications for industrial land in and near Sale.

### 3.2. GIPPSLAND REGION

The Latrobe Valley Industry and Employment Roadmap<sup>1</sup> identified that much of the region's competitive advantages are "located in the region's resource-based industries, including new employment that will be associated with the diversification of the region's energy sector, the expansion of agriculture and forestry, growth in advanced manufacturing and growth in population driven segments of the region's service industries and public sector."

The Gippsland Regional Growth Plan identified that

- "To grow and diversify Gippsland's economy, efforts should be focused on the sectors of energy and earth resources, agriculture, forestry, fisheries, commercial and industrial development, and construction"<sup>2</sup>
- There are natural mineral deposits "throughout much of Gippsland that could generate future economic activity";
- Morwell is a location where freight and logistics precincts would enable consolidation of freight activities and opportunities to increase the use of rail;
- The areas surrounding Sale include the Macalister Irrigation District which is to be protected as a "key asset for horticulture and dairy production" and "key agriculture and forestry land" to be protected to support "food production for domestic and export markets", and
- Sale is a "diverse commercial centre" where there is the opportunity to support "healthcare, retail, manufacturing and professional services" and "to increase defence industries and training". Opportunities for nearby towns of Maffra and Longford include "food manufacturing hubs that add value to local agricultural products".

The Gippsland Regional Growth Plan identifies the importance of productive agricultural land to the Gippsland economy, and includes a plan<sup>3</sup> which identifies that the majority of land in the region is classed as 'productive agricultural land'. Land to the north and north west of Sale is identified as 'prime productive agricultural land', which generally aligns with the Macalister Irrigation District.

### 3.3. WELLINGTON SHIRE ECONOMY

Key observations based on previous reports, data analysis and consultation relating to the Wellington economy are as follows:

- Wellington's Gross Regional Product is estimated at \$2.534 billion. Wellington represents 18% of Gippsland Region's GRP of \$14.240 billion. Both GRP per capita and GRP per worker are higher in Wellington than for the Gippsland Region.<sup>4</sup>

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<sup>1</sup> State Government of Victoria, 2012.

<sup>2</sup> Figure 14 of the Gippsland Regional Growth Plan Background Report, 2015.

<sup>3</sup> Wellington Economy Profile, 2016, Wellington Shire website.

<sup>4</sup> Wellington Economy Profile, 2016, Wellington Shire website.

- The industries with the greatest value added are mining, rental hiring and real estate services, public administration and safety, and agriculture. Manufacturing represents a relatively low proportion of value added in Wellington (5.9%) compared with Gippsland (7.8%) and Victoria (10.1%).<sup>1</sup>
- The major industries which have underpinned Wellington's economy for some time include Defence, Public Administration, Oil and Gas, Health and Agriculture (particularly dairy). However, many of these industries are 'mature' and not necessarily expected to contribute to substantial jobs growth in the future.
- The unemployment rate in Wellington has increased steadily over the past 5 years, from 4.2% in March 2012 to 6.6% in March 2017, although the current rate is lower than neighbouring municipalities of Latrobe (10.2%) and East Gippsland (8.7%).<sup>2</sup>
- Sale is the major service centre for Wellington Shire, accommodating 44% of all employment (6,286 jobs).<sup>2</sup> Sale and Warruk accommodate 51% of Wellington's Construction jobs, 51% of Wholesale trade jobs and 34% of Manufacturing jobs.
- The industrial business mix in Sale is generally comprised of small to medium companies, many of which perform 'secondary' roles (i.e. businesses providing trades, products, equipment and services to support other industries in the region). The most common industry using industrial land in Sale is Construction, with several businesses also in the Manufacturing, Wholesale trade, and Transport industries.

### 3.3.1. WELLINGTON ECONOMIC DEVELOPMENT STRATEGY

The Wellington Economic Development Strategy (EDS) identifies many key industries that play a significant role in the Wellington economy and the importance of these industries in shaping the future of the region. The following section summarises important economic data and strategic direction that is identified in the EDS and the strengths and weaknesses of the economy.

#### AGRIBUSINESS

The agribusiness industry has the largest physical presence in the Shire and generates a total output close to \$5 billion. In dairy alone, it is currently worth around \$620 million in farm, manufacturing and export value, approximately 6% of the national total. More than 10% of Wellington's workforce is employed in this sector.

The Shire also has 52% of Gippsland's private timber plantations and three timber mills. Wellington's large agribusiness sector creates service demand across the economy, everything from machinery to training. Growth in agribusiness may not always result in a high number of new jobs in the industry, but it creates many more elsewhere in the economy, making it one of the most important sectors in Wellington.

Council will support the expansion and diversification of agribusiness activity. This includes considering productivity improvements through infrastructure investment and innovation; new niche markets, including agribusiness training; and new sectors (e.g. horticulture). In timber, the emphasis is on greater efficiency in milling, the potential use of biomass to become more energy efficient, and expanding both domestic and international markets.

These opportunities rely on better connectivity to suppliers and markets. Given the size of agribusiness and its importance across the region, the recently established Invest Gippsland group, led by Regional Development Australia, will continue support for the sector.

<sup>1</sup>Wall, Arie. Labour Markets, March Quarter, 2017.

## OIL AND GAS

Oil and gas extraction and processing directly employs around 250 people in Wellington at Exxon Mobil, which produces about 70% of Victoria's gas supply from the Longford plant. For the next few decades, it is expected that this sector will provide a large and stable number of secure, well paid jobs.

As the recent land use activity audit found, while the industry is mature and unlikely to expand much further, it has supported the creation of a significant number of supply chain enterprises in the Shire, particularly engineering, manufacturing and logistics firms, at a scale rarely found in rural Australia. This cluster is concentrated in Wurruk.

The key to supporting this industry is continuing to ensure that local quality of life attracts and retains workers in the region and reduces labour turnover rates.

## PUBLIC ADMINISTRATION

Public administration One sector that often goes unacknowledged when taking stock of local economic strengths is public administration. At the last Census, there were over 900 people working in this sector (not including Defence). This includes local, State and Commonwealth government agencies, as well as Fulham Correctional Centre. This sector has several distinct advantages including stable employment.

## STRENGTHS AND WEAKNESSES

The Wellington Economic Development Strategy 2016 – 2022 (EDS) identified that

- Wellington has both diversity and specialisation meaning it does not rely on just one industry sector for its economic security. Its benefits from specialisation in agribusiness, defence, oil and gas, public administration and health, which, together employ around 50% of the workforce.
- There is a growing number of people who are choosing to live in Wellington and commute to other parts of Gippsland for work (primarily Latrobe).
- Notwithstanding the stability, there are still some challenges
  - Some of Wellington's major industries are quite mature and therefore not expected to contribute to job growth in a significant way in the future.
  - The level of commuting shows that there is relatively high economic integration within the region. This integration strengthens the local economy by creating bigger labour pools to draw from and consumer markets to sell into. However, it comes at the cost of lower employment self-containment and self-sufficiency.
  - The number of university educated residents is steadily growing, but, from a low base, with the number of young graduates lower than for the rest of rural Victoria.
  - The proportion of working age residents is higher than for the rest of rural Victoria, but, overall, population growth is low. In fact, according to the State Government forecasts, it is at the lower end of the expected range for Gippsland.
  - Infrequent rail services between Melbourne and Sale/Bairnsdale will hamper economic growth in the region.

Figure 2 compares the local strength and estimated growth potential of the major industry sectors and subsectors in Wellington. The following sectors are identified as having both 'industry growth potential' and 'local competitive strengths'

- Aviation and Defence;
- Dairy cattle farming;
- Mining support, and
- Intensive agriculture.

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Other industries with growth potential include forestry support, mineral product manufacturing, cement manufacturing, food and beverage services, heavy and civil engineering, and medical and other healthcare.

**FIGURE 2 LOCAL INDUSTRY STRENGTH AND ESTIMATED GROWTH POTENTIAL**



Source: Wellington Economic Development Strategy 2016 - 2022

#### INFRASTRUCTURE AS A DRIVER OF FUTURE GROWTH

The EDS highlights the importance of infrastructure and land supply in supporting economic and industrial development, including:

- The Macalister Irrigation District (MID) 2030 project has already delivered a substantial upgrade to one of Australia's most important irrigation infrastructure assets. It continues to increase agricultural output and investment, particularly in dairy, but increasingly in intensive horticulture. There is still some way to go to expand the system to its fullest potential, and given the likely impact of climate change on water security, the MID, and the region is an important agricultural asset.
- The duplication of the Princes Highway is making the journey to Traralgon and Melbourne safer and faster, improving connectivity for business-travelers, freight and visitors. Better passenger rail services will further improve this connectivity.
- The Sale Alternate road route is important for Gippsland, but comes with the challenge of minimising any negative consequences for Sale itself.
- The EDS highlighted the importance of maintaining commercial and industrial land audits to monitor emerging and declining industries. Previous audits have found that although there is enough industrial land in the Shire to meet foreseeable demand, it is not all ideally located to be attractive to business; is not necessarily made up of the right lot sizes, or is not well serviced.

### 3.4. TRENDS, PROJECTIONS AND MAJOR PROJECTS

The following trends and projections for employment and industry changes are noted.

- Employment in Sale and Warracrow has increased by approximately 500 jobs over the past 10 years, with the greatest increases recorded in the Healthcare, Retail Trade, and Education and Training sectors. Industrial sectors have experienced mixed employment change, with small increases in Construction, Transport and Wholesale Trade employment offset by decreases in Manufacturing and Mining. The number of industrial businesses based in Sale has also increased slightly over the past 2 years, however some industries have contracted (e.g. Transport and Wholesale Trade).<sup>8</sup>
- Regional employment projections are for a decline in employment over the next 5 years in the Manufacturing and Mining industries (decrease of 600 jobs), offset by a projected increase in Construction, Transport, and Rental, hiring and real estate services employment (+ 600 jobs).<sup>9</sup>
- Population growth is projected to continue in Wellington Shire and Sale, with a rate of around 1% per annum projected for Sale (an additional 153 residents per annum). If realised, this level of growth would generate incremental increases in demand for local industrial land.

Importantly, several strategic infrastructure and other projects are underway or proposed in Wellington Shire and Sale which may present new business opportunities and flow on impacts for the Sale economy, including

- West Sale Aerodrome expansion
- East Sale RAAF base expansion and consolidation of a national training role
- Ponces Highway duplication and improvements to the railway line between Melbourne and Traralgon
- A potential future alternative truck route which would bypass Sale via the Sale Heyfield Road
- Investment by Wellington Shire as part of the Port of Sale Precinct Redevelopment, and
- Planned and potential strategic infrastructure investment at the south-eastern fringe of Melbourne, including an expanded Port of Hastings and the prospect of a new airport at Koo Wee Rup

However, a number of issues have created significant uncertainty regarding the short and long-term prospects of major industries near Sale, including

- Closures and uncertainty relating to the future role of the coal mining / energy production industry in Latrobe
- Reduced timber allocation to the Australian Sustainable Hardwoods mill in Heyfield
- Milk price volatility impacting dairy farmers across Wellington Shire (and Victoria), and
- Industrial relations disputes and changing labour sourcing practices within Wellington's oil and gas industry.

Table 1 shows the unemployment rate for Wellington Shire and surrounding municipalities. This shows that over the last 5 years there has been an increasing trend in unemployment across the municipality, a trend which can be seen in all municipalities in the Gippsland region over this period. Despite this, Wellington remains with one of the lower rates of unemployment in the region.

<sup>8</sup> Australian Bureau of Statistics, 31650 - Counts of Australian Businesses, Including Entries and Exits, Jun 2012 to Jun 2016

<sup>9</sup> Australian Government Department of Employment, 2016 Regional Projections

**TABLE 1 UNEMPLOYMENT RATE, LATROBE-GIPPSLAND SA4, MARCH 2011-2017**

Local Government Area	Mar-11	Mar-12	Mar-13	Mar-14	Mar-15	Mar-16	Mar-17
East Gippsland	5.4%	5.4%	5.7%	6.2%	6.1%	6.0%	6.7%
<b>Wellington</b>	<b>4.6%</b>	<b>4.2%</b>	<b>4.3%</b>	<b>4.5%</b>	<b>4.9%</b>	<b>5.1%</b>	<b>6.6%</b>
Latrobe	7.5%	6.5%	6.7%	7.2%	7.0%	6.4%	10.2%
Baw Baw	3.6%	3.5%	3.6%	4.0%	3.7%	4.7%	5.0%
South Gippsland	3.4%	3.1%	3.2%	3.7%	3.5%	4.5%	4.8%
Bass Coast	5.0%	4.2%	4.7%	5.0%	5.7%	7.2%	7.7%

Source: Small Area Labour Markets, March Quarter, 2017

Employment projections for the broader Gippsland region suggest that there is to be little to no net employment growth in industries that require industrial land in the short term, primarily due to structural transition occurring in the energy and mining industries and flow-on impacts.

Employment projections for the Gippsland-Latrobe SA4 region project declines in employment in the Mining and Manufacturing industries, while Construction, Wholesale Trade and Transport, Postal and Warehousing are projected to experience minor increases. Rental, Hiring and Real Estate services is expected to experience a large increase relative to the size of the industry, however most of this employment is unlikely to be experienced in industrial zones.

Although projections indicate weak industrial growth in the short term, structural changes in the economy may present the opportunity for reinvestment in other industries based on government investment and the availability of labour and local produce.

**TABLE 2 PROJECTED EMPLOYMENT BY INDUSTRY IN GIPPSLAND-LATROBE, NOVEMBER 2020**

Industry	Employment level Nov-2016 ('000)	Department of Employment Projections		
		Projected employment level - Nov-2020 ('000)	Projected employment growth - five years to November 2020 ('000) (%)	
Agriculture, Forestry and Fishing	15.3	16.8	0.5	2.8
Mining	1.4	1.3	-0.2	-11.3
Manufacturing	8.1	7.7	-0.4	-4.8
Electricity, Gas, Water and Waste Services	3.5	3.5	0.0	0.4
Construction	12.1	12.4	0.2	2.0
Wholesale Trade	2.9	2.9	0.0	1.6
Retail Trade	13.5	14.5	1.2	8.7
Accommodation and Food Services	0.4	10.5	1.2	12.9
Transport, Postal and Warehousing	4.1	4.3	0.2	5.9
Information Media and Telecommunications	1.1	1.2	0.0	3.8
Financial and Insurance Services	2.2	2.3	0.1	4.7
Rental, Hiring and Real Estate Services	1.1	1.3	0.2	15.4
Professional, Scientific and Technical Services	4.2	4.3	0.1	3.2
Administrative and Support Services	3.9	4.1	0.2	5.5
Public Administration and Safety	7.9	8.1	0.2	2.4
Education and Training	8.3	8.4	0.1	0.0
Health Care and Social Assistance	13.8	16.4	2.5	17.8
Arts and Recreation Services	1.6	1.7	0.1	4.2
Other Services	4.3	4.3	0.0	-1.1

Source: ABS labour force region - SA4 data, 2016 Regional Projections to November 2020.

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### 3.5. KEY FINDINGS

The key findings of this section are as follows:

- The key economic strengths of Wellington generally include defence, aviation, high quality agricultural land and oil and gas production.
- The Wellington Shire economy is relatively well diversified and is not reliant on a single industry to support the region, however many established industries are relatively mature and unlikely to drive major economic and employment growth.
- Major infrastructure investment is protecting existing strengths in high quality irrigated agricultural land and enhancing access and proximity to markets through improved road and rail infrastructure.
- Council expects economic opportunities to be generated in the industries of Aviation and Defence, Dairy cattle farming, Mining support, and intensive agriculture.
- Sale plays an important role as a major service centre for the region, and as an industrial base for the major industries nearby, particularly oil and gas, and
- Improvements and expansions of existing aviation infrastructure near Sale, including the East Sale RAAF Base and the West Sale Aerodrome, is likely to drive new economic opportunities in the aviation and related industries in Sale.

## 4. INDUSTRIAL LAND SUPPLY

### 4.1. INTRODUCTION

This section provides an assessment of the existing supply of industrial land in Sale and Warruk, as well as an overview of previous land supply studies for the area. This analysis focuses primarily on land in the Industrial 1 Zone, with a secondary review of land in the Commercial 2 Zone.

### 4.2. PREVIOUS LAND SUPPLY ASSESSMENTS

Previous assessments of industrial land supply in Sale are summarised as follows (noting that these reports considered land in the Industrial 1 Zone only)

- **Sale Industrial & Bulky Goods Zone Areas Review**, David Lanigmore (2004). The report identifies that there was approximately 100 hectares of IN1Z land in Sale. Of this zoned land, 28.8ha was identified as vacant industrial land. The report recommended that approximately 40-50 hectares of suitable land be rezoned to industrial zones. The period of projection for this report was 20 years.
- **Sale Industrial land and Retail Assessment**, Essential Economics (2006). As at 2006, Essential Economics identified that Sale had 100ha of industrial land, 22ha of which was potentially available for industrial development. It was estimated by Essential Economics that there would be demand for 50ha of industrial land by 2031 (25-year projection), meaning that approximately an additional 50ha of land would need to be rezoned to accommodate for annual growth, strategic development sites and relocation or expansion of existing businesses.
- **Industrial and Business Zones Review**, Doomes Consulting (2007). Adopted the same industrial land requirements of 50ha, plus bulky goods land requirement of 10-15ha. The West Sale Aerodrome site was identified as the preferred location for industrial rezoning.

### 4.3. CURRENT LAND SUPPLY

An audit of industrial land was undertaken by Urban Enterprise in August 2017 based on Council's rates database and verified through site visits.

It is estimated that there is currently 90.6 hectares of land in the Industrial 1 Zone in Sale, 71.1 hectares of which is occupied, and 18.7 hectares is vacant. 45.3 hectares of land is within the Commercial 2 Zone, 18.8 hectares of which are vacant and unconstrained.

Figure 3 shows the location of the existing industrial and commercial precincts in Sale and Warruk. Each are located and labelled with an identification number and a precinct name. Land supply information is summarised in Table 3.

It is important to note that one industrial rezoning has occurred since the previous reports were prepared. In 2017, Amendment C51 rezoned approximately 7 hectares of unused public land from the Industrial 1 Zone to the Farming Zone and Public Park and Recreation Zone north of Raglans Street and west of Sakeyards Road (to the west of Precinct 2). The supply figures in this assessment do not include the land formerly in the IN1Z in that area. This is likely to be the cause of some discrepancy in the supply figures of this assessment and previous assessments.

FIGURE 3 LOCATIONS OF EXISTING INDUSTRIAL AND COMMERCIAL PRECINCTS, SALE AND WARRUK



Source: Urban Enterprise, 2011

TABLE 3 EXISTING INDUSTRIAL LAND SUPPLY BY PRECINCT, SALE, 2017

ID	Industrial Precincts (IN12)	Occupied	Vacant	Constrained	Total	% of sub-total	Vacancy (%)
1	Warruk	18.6	3.9	0	22.5	35%	17%
2	Sale West	22.8	3.5	0	26.1	29%	13%
3	Sale East	25.2	10.7	0	35.9	40%	30%
4	Sale South	4.7	0.6	1.0	6.3	7%	10%
	<b>Sub Total</b>	<b>71.1</b>	<b>18.7</b>	<b>1.0</b>	<b>90.8</b>		<b>21%</b>
<b>Commercial Precincts (C22)</b>							
5	Sale CBD	4.4	0.4	0	4.8	10%	8%
6	Sale North	12.3	18.3	0	30.6	66%	60%
7	Warruk East	2.2	0.1	0	2.3	5%	4%
8	Sale South West	8.5	0	0	8.5	18%	0%
	<b>Sub Total</b>	<b>27.5</b>	<b>18.8</b>	<b>0</b>	<b>46.3</b>		<b>41%</b>
	<b>Total</b>	<b>98.1</b>	<b>37.5</b>	<b>1.0</b>	<b>136.6</b>		<b>27%</b>

Source: Wellington Shire Council Rates Data, 2017

## LOT SIZE PROFILE

Table 4 shows the distribution of lot sizes within each precinct and Table 5 identifies the distribution of lot sizes of only the vacant parcels within these precincts. Analysis of the tables shows:

- More than 80% of industrial lots are less than 0.5 hectares in size and none are larger than 10 hectares.
- Only 2 vacant industrial lots are greater than 1 hectare, one of which (Sale East – Wellington Business Park) is proposed to be subdivided for smaller lots and the other is owned by Gippsland Grammar and is not currently advertised for sale. This indicates a lack of capacity within the existing precincts to cater for medium and large strategic businesses to locate in Sale and
- There are 21 smaller vacant industrial lots (less than 0.5 hectares) dispersed across Sale and Warrak. These are mostly the remaining undeveloped lots from older subdivisions.

Figure 4 shows the location of the vacant industrial and Commercial 2 lots.

**TABLE 4 PARCEL SIZE BY PRECINCT, SALE AND WURRUK, 2017**

Size Category Industrial Precinct (Parcel size)	Small			Medium		Large	Total
	0 - 0.1	0.1 - 0.5	0.5 - 1	1 - 2	2 - 10	10+	
Warrak	0	25	5	2	1	0	34
Sale West	12	15	5	6	2	0	40
Sale East	18	55	4	5	1	0	94
Sale South	1	7	2	1	0	0	12
<b>Sub-total</b>	<b>31</b>	<b>114</b>	<b>17</b>	<b>14</b>	<b>4</b>	<b>0</b>	<b>180</b>
Commercial Precinct (C2Z)	Small			Medium		Large	Total
	0 - 0.1	0.1 - 0.5	0.5 - 1	1 - 2	2 - 10	10+	
Sale CBD	17	11	1	0	0	0	29
Sale North	25	23	6	3	0	1	58
Warrak East	2	2	1	1	0	0	6
Sale South West	4	4	1	1	1	0	11
<b>Sub-total</b>	<b>17</b>	<b>11</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>104</b>
<b>Total</b>	<b>79</b>	<b>154</b>	<b>25</b>	<b>19</b>	<b>5</b>	<b>1</b>	<b>284</b>
% of Total	28%	54%	9%	7%	2%	0%	

Source: Wellington Shire Council, 2017

**TABLE 5 VACANT LOT PARCEL SIZE BY PRECINCT, SALE AND WURRUK, 2017**

Size Category Industrial Precinct (Parcel size)	Small			Medium		Large	Total
	0 - 0.1	0.1 - 0.5	0.5 - 1	1 - 2	2 - 10	10+	
Warrak	0	9	2	0	0	0	11
Sale West	1	1	1	0	1	0	4
Sale East	0	5	0	0	1	0	7
Sale South	1	3	1	0	0	0	5
<b>Sub-total</b>	<b>2</b>	<b>19</b>	<b>4</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>27</b>
Commercial Precinct (C2Z)	Small			Medium		Large	Total
	0 - 0.1	0.1 - 0.5	0.5 - 1	1 - 2	2 - 10	10+	
Sale CBD	2	1	0	0	0	0	3
Sale North	4	9	0	1	0	1	15
Warrak East	1	0	0	0	0	0	1
Sale South West	0	0	0	0	0	0	0
<b>Sub-total</b>	<b>7</b>	<b>10</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>19</b>
<b>Total</b>	<b>9</b>	<b>29</b>	<b>4</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>46</b>
% of Total	20%	63%	9%	2%	4%	2%	

Source: Wellington Shire Council, 2017

FIGURE 4 LOCATION OF VACANT LOTS IN EXISTING PRECINCTS, SALE AND WURRIUK



Source: Urban Enterprise, 2017

#### UNOCCUPIED INDUSTRIAL SITES

There were a number of industrial sites that were observed on the site visit to be unoccupied but not vacant, including two large strategic sites.

- The former Nylex site in Precinct 2, and
- The former Avon Building Supplies site in Precinct 4.

These sites have not been included as 'vacant' supply as they do not represent a site that any business could immediately occupy and operate from given the substantial depreciated improvements on the site. These sites could provide a suitable location for certain larger businesses, however significant costs would be incurred in order to make the site fit for the new purpose. Unless specific locational advantages are seen in occupying established unoccupied sites, new businesses would more commonly seek vacant greenfield sites that can be improved to meet the specific needs of that business.

The former Avon Building Supplies site and surrounding land in Precinct 4 is identified in the Structure Plan as a 'Future Urban Residential' area and therefore is unlikely to play a role in providing industrial land supply in the future.



#### 4.4. INDUSTRIAL PRECINCT PROFILES

This section provides an analysis of the conditions within existing industrial precincts in Sale and Warruk based on Council's rates database, Australian Business Register data, Remplan Economy Data (for Council) and site visits. Some gaps in the ABRI data are apparent however this data provides a reasonable overview of the type of businesses which occupy each precinct.

##### 4.4.1. WURRUK

###### LAND SUPPLY

- 22.5 hectares of zoned IHTZ land.
- A dedicated industrial subdivision.
- Many sites are occupied, however 3.9 hectares of land remains vacant in 11 properties (9 of which are less than 0.5ha).
- Lots commonly between 0.1 to 0.5 hectares, with only three larger lots over 1 hectare in area.
- One large lot greater than 2 hectares occupied by engineering facility 'Florafab'.

###### BUSINESSES AND EMPLOYMENT

As shown in Table 6, the most common business types are within the Construction, Other services, Manufacturing and Transport industries. Employment is primarily in the Manufacturing and Construction industries. A number of large format manufacturing business are located in this area which serve the oil and gas industry.

TABLE 6 BUSINESS ACTIVITY AND EMPLOYMENT BY INDUSTRY, WURRUK

Industry	Number of businesses	% of Total	Employment %
Construction	3	15%	12%
Manufacturing	4	15%	22%
Other Services	3	15%	9%
Transport, Postal and Warehousing	3	15%	6%
All other industries	8	40%	50%
<b>Total</b>	<b>20</b>		

Source: Australian Business Register, 2017; Remplan Economy, 2017.

###### INTERFACES

This precinct has interfaces with the Thomson River to the north, residential properties to the west, farming land to the west and the Melbourne to Bairnsdale rail line to the south. Residential land in Warruk is located to the south of the Princes Highway, with a separation distance of more than 100m. The western boundary of the area is separated from the residential zone by approximately 60m of parkland. An active recreation reserve is located to the north of the industrial area.

Overall there is good separation between the industrial uses and sensitive uses and no apparent interface issues.

###### ACCESS

The industrial properties do not share road use with the residential properties with a designated road (Hunt Place) providing access to the precinct from the Princes Highway via a roundabout. No access issues are apparent.

#### 4.4.2. SALE WEST

##### LAND SUPPLY

- This precinct has a total of 27.1 hectares of industrial land across four separate areas.
- There is 3.5 hectares of vacant land across four properties, although the largest vacant property (more than 2 hectares) is owned by the nearby Gippsland Grammar School.
- The majority of the properties are less than 0.5 hectares, with 5 lots between 1 to 2 hectares.
- 2 large lots (greater than 2 hectares), occupied by the stock saleyards a vacant site owned by Gippsland Grammar School.

##### BUSINESSES AND EMPLOYMENT

Two major types of business activity are prominent in this area. Construction and Other Services, as shown in Table 7.

TABLE 7 BUSINESS ACTIVITY BY INDUSTRY, SALE WEST 2017

Industry	Number of businesses	% of Total	Employment %
Construction	7	30%	10.7%
Other Services	7	30%	9.1%
Retail Trade	3	13%	15.8%
All Other	6	26%	64.8%
Total	23		

Source: Australian Business Register, 2017.

##### INTERFACES

There are a number of interfaces with sensitive uses throughout the precinct. The northern and southern industrial properties directly abut residential properties. The majority of sites are within 300 metres of residential areas, indicating the interface conflicts are likely to occur in this area.

##### ACCESS

Road access to the precinct is primarily via the busy Saleyards Road, which is not proximate to any arterial roads or the Princes Highway. Residential traffic also utilises this road through connections with Dawson Street and Cemetery Road. The rail-line dissects the precinct and provides a barrier to movement.

Overall, large vehicle access to the precinct from main roads is poor and a number of access conflicts are apparent.

#### 4.4.3. SALE EAST

##### LAND SUPPLY

- The precinct includes the Wellington Business Park and contains the largest amount of industrial land of any precinct (35.9 hectares).
- The precinct includes land both north and south of Flaglan Street.
- A total of 10.7 hectares is vacant, most of which is at the north eastern part of the precinct which is being progressively subdivided to create smaller lots (approximately 2,000 sqm).
- Most lots in this area are relatively small (70% are between 0.1 and 0.5 hectares).
- One 'balance' lot is more than 5 hectares which is proposed for further subdivision in the future.

- This precinct has 6 vacant lots, all sized between 0.1 and 0.5 hectares.

#### BUSINESSES AND EMPLOYMENT

The most common industry of businesses operating in the precinct is Construction. DBG Concrete & Construction occupies approximately 5 hectares of land in the Wellington Business Park. Many new businesses in the area (occupying newly constructed small warehouse / office premises) are commercial or recreational in use, including a number of businesses associated with aviation and the RAAF base in East Sale (eg. flight simulators).

**TABLE 8 BUSINESS ACTIVITY BY INDUSTRY, SALE EAST2017**

Industry	Number of businesses	% of Total	Employment %
Construction	10	19%	27.2%
Professional, Scientific and Technical Services	7	13%	2.0%
Wholesale Trade	6	11%	2.4%
Retail Trade	6	11%	3.0%
All Other	24	45%	65.5%
<b>Total</b>	<b>63</b>		

Source: Australian Business Register, 2017; Roplein Economy, 2017.

#### INTERFACES

The Wellington Business Park primarily interfaces with farming land to the north and east. To the west, there is a separation of approximately 200 metres to any sensitive uses (residential), indicating limited chances of interface conflicts.

South of Raglan Street, however, industrial land directly abuts residential properties on three sides presenting a clear interface conflict and a high likelihood of conflicts associated with noise, light and other issues.

#### ACCESS

Access to the Wellington Business Park is good for large vehicles from Raglan Street, a Council arterial road, which connects the Princes Highway to the RAAF Base in East Sale. South of Raglan Street, the access points to the industrial and residential areas are shared.

The access is appropriate for a secondary industrial area, however access is not optimal for larger businesses and transport oriented uses which would generally seek direct or proximate access to a major highway without the need to travel through a major centre or utilise other access roads.

#### 4.4.4. SALE SOUTH

##### LAND SUPPLY

- This small precinct has a total of 5.3 hectares.
- 1.6 hectares is currently vacant, with approximately 1 hectare of this supply being constrained by the Land Subject to Inundation Overlay (LSIO). Some former warehouses have recently been demolished, with these parcels now vacant.
- There are only 12 lots in this precinct, most between 0.1 and 0.5 hectares. There is only one lot greater than 1 hectare in size.
- There are 4 vacant parcels, 3 of which are between 0.1 and 0.5 hectares.

The former Avon Building Supplies site and surrounding land in Precinct 4 (Sale South) is identified in the Structure Plan as a 'Future Urban Residential' area and therefore is unlikely to play a role in providing industrial land supply in the future.

#### BUSINESSES AND EMPLOYMENT

The most prevalent business industry is Other Services, which are largely mechanical and automotive services. Education and training, Public administration & safety and Manufacturing industries are also represented, along with wood product manufacturing and a maintenance depot for Gippsland Grammar.

**TABLE 9 BUSINESS ACTIVITY BY INDUSTRY, SALE SOUTH 2017**

Industry	Number of businesses	% of Total	Employment %
Other Services	4	44%	2.4%
Education and Training	1	11%	14.2%
Manufacturing	1	11%	1.3%
Public Administration & Safety	1	11%	40.0%
All Other	2	32%	42.1%
<b>Total</b>	<b>9</b>		

Source: Australian Business Register, 2017.

#### INTERFACES

Interfaces with sensitive uses exist to the south of the precinct, with residential properties separated from the industrial area by Stephenson Street. Relatively new residential lots to the south east are all within 200m of the existing industrial area, presenting a potential land use conflict.

The northern edge of the main industrial area has a small landscape buffer of 50 metres. The interface at McMillan Street has residential properties accessed from the same street as industrial properties, however industrial uses in this area are light (maintenance depot and storage sheds).

#### ACCESS

The precinct is well located adjacent to the South Gippsland Highway, providing direct large vehicle access. Some access conflicts with residential traffic exist on McMillan and Stephenson Streets, however. The precinct has reasonable proximity to the Princes Highway however proximity to the CBD limits efficiency of this access to the freeway network in both directions.

### 4.5. COMMERCIAL PRECINCTS

The extent to which land currently in the Commercial 2 Zone provides appropriate opportunities for industrial land use is summarised as follows:

- C22 land in the Sale CBD occupies a total of 4.8 hectares, with only 0.4 hectares vacant. All vacant lots are less than 0.5ha. The central location within the township and the access to the main road contributes to the high occupancy rate, generally by retail and highway sales businesses.
- C22 in Sale North is the largest concentration of land in that zone, with a total of 30.6 hectares of zoned land north of the Sale CBD, 16.3 hectares of which is vacant and yet to be developed. A number of vacant lots exist in this precinct, however all (except for the large strategic development site) are less than 0.1 hectares in size.
- C22 land in Warrak East covers 2.3 hectares, of which only 0.1 hectares is vacant. The precinct comprises a small cluster of dated showroom and office premises, along with a school.

- CZZ land in the south-west of Sale includes a total of 8.5 hectares and is fully occupied, except for one major disused site on the south side of the Princes Highway. Many businesses in this area fulfil an industrial role, including warehousing, along with showrooms, highway sales and a caravan park.

Overall, commercial precincts do not provide appropriate opportunities for new or expanded light industrial uses which are permitted in the zone. Commercial 2 Zone areas are generally well occupied by large format retail uses and highway sales. Two large development sites bookend the town – although these sites may be broadly suitable for industrial use, it is expected that the highest and best use of these sites is likely to be commercial / retail given the relative lack of alternative available land supply across Sale for those land uses.

#### 4.6. KEY FINDINGS

- Industrial land in Sale is fragmented across multiple precincts, many with interface conflicts with nearby residential uses and poor transport accessibility.
- There is approximately 19ha of vacant industrial land in Sale at present across 4 precincts, along with a number of larger sites that are either underutilised or disused (eg. Nylor).
- Only one industrial area in Sale is being progressively subdivided to create new industrial lots (Sale East). This area is predominantly providing new lots in small stages, typically 1,500 – 3,000sqm in area.
- There have been no additions to the industrial land supply stock in recent years (ie. through rezoning).
- Gaps identified in the existing land supply primarily relate to the lack of opportunities for large format industrial sites with separation from sensitive uses and ready access to major roads. The land size gaps are primarily in the medium to large lot sizes of 0.5-1ha, 1.2ha and 2ha.
- Business activity in existing precincts is commonly within the construction industry, with manufacturing, professional, scientific and technical services and other services playing a secondary role.
- Overall, most industrial precincts have relatively poor main road access and interface issues. Only the Wuruk and Sale East precincts are considered appropriate and available to provide any meaningful opportunities to new industrial businesses, along with the potential strategic opportunities associated with large businesses seeking to occupy currently disused major properties such as the Nylor site.
- There are only two sites for strategic supply (Wellington Business Park and a site owned by Gippsland Grammar School) identified as appropriate for new large industrial businesses. One of these is proposed to be progressively subdivided over time (Wellington Business Park) and the other does not appear to be on the market with no guarantee to be made available for industrial purposes (Gippsland Grammar).
- The remaining supply of land available for small and medium business currently has a total area of approximately 9 hectares across 25 smaller lots.
- Given that investors and businesses typically prefer to locate on newer, higher quality lots, rather than existing lots with improvements or interface / access issues, there is a distinct lack of the type of land that would be attractive to new industrial businesses in Sale. The ongoing subdivision of Wellington Business Park is the only location where this type of land is being made available.

## 5. INDUSTRIAL LAND DEMAND

### 5.1. INTRODUCTION

In regional areas, demand for industrial land typically falls within two broad categories:

- Large regional/export industrial businesses, generally requiring large sites in proximity to transport infrastructure and separate from residential areas, and
- 'Local industrial' businesses that primarily serve demand generated by the local population. This type of business activity is generally closely linked to the scale of the local population and growth and requires smaller lots that are accessible to local residents and businesses, often close to the town centre.

The drivers of demand and the specific needs of businesses in each category can vary considerably. This section provides an analysis of demand for each type of industrial land, drawing on a range of data sources including population growth, building construction activity, employment projections, observed land consumption rates and discussions with real estate agents, developers and Council's Business Development Unit.

Please refer to **Attachment A** for data sources and geographic areas.

### 5.2. CONSULTATION

The findings of consultation regarding industrial land demand are summarised as follows:

- Council has received strong interest about the availability of larger industrial lots in the Sale and Wellington Shire area, however there are no suitable lots available in Sale at present which could meet the needs of those interested parties which has precluded any major new businesses locating in the area in the past year. There were 15 enquiries in regards to industrial land in the last 12 months, including
  - 24 ha site for food and beverage manufacturing,
  - 7,000sqm - Large electrical manufacturing company,
  - Food Beverage and Training company,
  - 2 Pharmaceutical companies requiring future potential processing facilities,
  - 10 ha Defence industry facility,
  - 3 Horticultural processing facilities,
  - Timber manufacturing,
  - Manufacturing hub/industrial centre,
  - 2 Aquaculture processing facilities,
  - Irrigation product manufacturing facility,
  - Large solar farm.
- Enquiries for larger industrial lots are typically related to industries associated with agriculture (eg. hydroponics, broiler farms), food processing (eg. milk processing) and specialised manufacturing.
- Most larger industrial businesses state that their primary location need is 'market access', including air, road and rail connections to Melbourne, interstate and overseas, when investigating potential sites in Wellington.
- The proposed heavy vehicle bypass presents a significant opportunity to co-locate new industrial land with a designated freight / heavy vehicle route.
- The "local" industrial market is relatively subdued in Sale and Warrak at present, however moderate demand has been experienced in recent years for new smaller industrial lots recently created in the Wellington Business Park. 5 smaller lots (approximately 2,000sqm) sold over the past 18 months, in addition to one

larger lot (1ha) which was used to accommodate the expansion of an existing business. This has resulted in land consumption of approximately 2ha over 18 months in this area.

- Demand in Wellington Business Park is often linked to companies servicing the aeronautical industry associated with the East Sale RAAF Base (eg. flight simulators, training providers)
- Industrial land demand in Sale is primarily driven by existing businesses seeking a site to move from leasing to owner occupation.
- Industrial land sales in Warrak have been limited in recent years and have only achieved low land prices (only 1 sale in past 18 months despite a number of lots being on the market). Most businesses in Warrak serve the off-shore mining industry which is not strongly active at the moment.
- The majority of demand for industrial land in Sale is for areas close to town, Warrak is appropriate for larger businesses but demand is weak at present for the mid-sized lots that are available in this area.
- The lack of larger lots is a significant gap in the local land supply, and despite the advantages of being close to town many existing industrial areas are not well located to transport routes.
- Consultation with DEDJRF Earth Resources identified that industrial land is important in supporting earth resource related industries (such as concrete batching plants), particularly those minerals in the surrounding local area.

### 5.3. PREVIOUS LAND CONSUMPTION ASSESSMENTS

Previous assessments suggest that a combined total of approximately 2.8-3.5ha/annum is required for both local and strategic industrial demand in Sale and Warrak.

### 5.4. POPULATION AND EMPLOYMENT GROWTH

#### POPULATION

Sale's population has increased at a moderate rate over the past 10 years (0.59% per annum), with the growth rate slowing over the past 5 years (0.47% p.a.). The rate of growth in Sale has been slightly lower than the rate experienced across the municipality, as shown in Table 10.

**TABLE 10 ESTIMATED RESIDENTIAL POPULATION, SALE SAZ, 2006-2016**

Area	2006	2011	2016	Population growth (2006-2016)	Average Annual Change	Percentage average change
Wellington (LGA)	40,525	41,860	43,354	+2,829	+283	0.60%
Sale (SAZ)	13,942	14,441	14,763	+821	+84	0.59%

Source: Census, 2006, 2011, 2016

The Sale population is projected to increase at a higher rate over the coming years than recent growth rates. Victoria in Future projects that Sale Town (including Warrak) can expect an additional 2,300 residents in the next 15 years as shown in Table 11, a growth rate of almost 1% per annum. This projected increase in population growth is likely to lead to an increase in population-driven demand for industrial land in Sale over the next 15 years.

**TABLE 11 PROJECTED POPULATION GROWTH, WELLINGTON AND SALE VIFSA, 2016-2031**

Area	2016	2031	Population growth (2016-2031)	Average annual change (no.)	Average annual change (%)
Wellington (S)	41,923	45,153	+3,230	+215	0.90%
VIFSA Sale Town	14,771	17,062	+2,291	+153	0.97%

Source: Victoria in Future, 2016

WARRAK BUSINESS PARK

1800 10

**urban**

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## EMPLOYMENT

Table 12 shows the employment by industry of workers in Sale (SA1 and SA2) between 2006 and 2011. Employment in Sale and Wurruk increased by 862 jobs between 2006 and 2011, which equates to an average increase of 172 jobs per annum. Census data for 2016 is to be released in October 2017.

The major drivers of employment growth from 2006 to 2011 were the Health Care and Social Assistance, Accommodation and Food Services and Construction industries. The overall increase in employment in industries typically requiring industrial land was 4173 jobs over the period.

**TABLE 12 EMPLOYMENT BY INDUSTRY SALE SA1 AND SA2, 2006-2011**

Industry	2006 (Sale SA1)	2011 (Sale SA2)	Change in Employment
Manufacturing	357	350	-7
Construction	400	571	+171
Wholesale Trade	118	151	+33
Rental, Hiring and Real Estate Services	82	103	+21
<b>Industrial Sub-Total</b>	<b>957</b>	<b>1,125</b>	<b>+168</b>
Agriculture, Forestry and Fishing	30	35	+5
Electricity, Gas, Water and Waste Services	47	69	+22
Mining	176	194	+18
Retail Trade	1189	1,201	+12
Accommodation and Food Services	470	589	+119
Transport, Postal and Warehousing	154	180	+26
Information Media and Telecommunications	72	47	-25
Financial and Insurance Services	141	142	+1
Professional, Scientific and Technical Services	234	275	+42
Administrative and Support Services	151	188	+37
Public Administration and Safety	481	529	+48
Education and Training	640	732	+92
Health Care and Social Assistance	1102	1,346	+244
Arts and Recreation Services	78	92	+14
Other Services	298	342	+44
<b>Total</b>	<b>6,285</b>	<b>7,147</b>	<b>+862</b>

Source: ABS Census, 2006 & 2011. Note: Data aims to reflect employment changes between 2006 and 2011. 2006 data is based on the Sale SA1, while the 2011 data uses the Sale SA2. The SA2 in 2011 incorporates a slightly larger portion of land to the south west of Wurruk which is primarily farming and not therefore likely to affect the comparison in any material way (with the exception of the Riverside Park Feeder Drive).

## PROJECTING INDUSTRIAL EMPLOYMENT AND LAND DEMAND

As at 2011, there were 1,125 jobs in industries likely to require industrial land in the Sale SA2 (including Wurruk). If it is assumed that employment growth will reflect projected population growth over the next 15 years, industrial employment in Sale would increase at 0.97% per annum.

This rate of growth would result in an additional 240 industrial jobs between 2011 and 2031 at a rate of 12 additional jobs per year, or an additional 180 industrial jobs in Sale over a typical 15-year projection period as shown in Table 13.



**TABLE 13 PROJECTED SALE AND WIRRFUK INDUSTRIAL LAND REQUIREMENTS - POPULATION MODEL**

Area	Industrial Employment 2011	Average Annual Employment growth	Industrial Employment 2031	Additional Industrial Employment (2011-2031)	Average additional jobs per year	Additional Industrial Employment (2015-2031)
Salisbury	1,125	0.97%	1,365	+240	+12	+180

Source: Urban Enterprise, 2017

Table 14 shows a conversion of the employment projection results into land requirements, assuming

- An average industrial employment density of 100 sqm per employee for 'local industrial' uses,
- Average site coverage of 33% to allow for car parking, loading, access, outdoor storage, etc, and
- Net Developable Area to comprise 70% of gross developable area in new subdivisions (allowing for roads, drainage and open space).

The model shows that the estimated industrial land requirement to support population growth will be approximately 0.5ha per annum over the next 15 years. This is a simple method for estimating the scale of industrial land demand that may be generated purely by population growth. Other demand could be generated by larger businesses seeking a strategic site due to specific locational advantages.

The industrial employment growth during the period 2006 to 2011 of 173 additional jobs (Table 12) indicates that the population growth is not the only driver of industrial land demand.

**TABLE 14 PROJECTED INDUSTRIAL LAND REQUIREMENTS - POPULATION MODEL**

Employment Growth Demand Sale Industrial land to 2031	Average employment density (sqm/employee)	Floorspace required (sqm)	Average site coverage	Net land required (sqm)	Net land required (ha)	Net land % of gross land	Gross land required to 2031 (ha)	Gross land required per annum (ha)
100	100	10,000	33%	30,000	3.3	70%	7.9	0.53

Source: Urban Enterprise, 2017

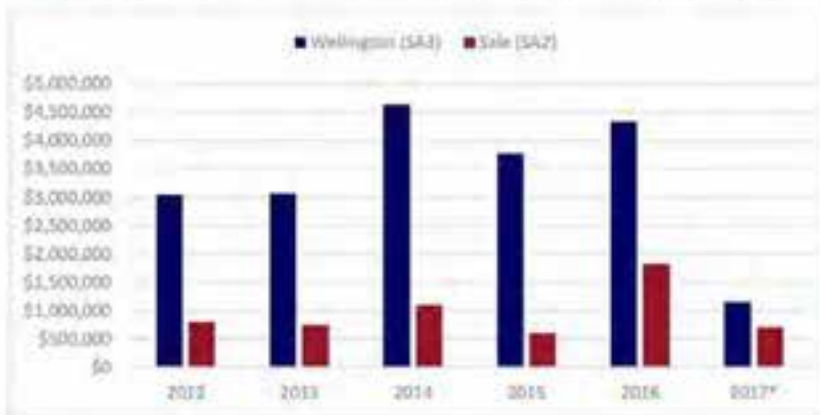
## 5.5. CONSTRUCTION AND DEVELOPMENT

The scale and trend of industrial building construction activity is a useful indicator of demand for industrial land in an area.

Over the period 2012 to 2016, industrial approvals in Sale averaged approximately \$1m per annum, with a significant increase in 2016 compared with previous years. This increase aligns with the release of a new stage of lots in the Wellington Business Park, indicating that the creation of appropriately sized and located lots was able to meet a level of demand that was not met in previous years.

Figure 5 also demonstrates the ongoing importance of industrial development outside Sale across Wellington, reflecting the strong agricultural and resources focus of the economy and the role of Sale as primarily a service industrial location.

**FIGURE 5 VALUE OF INDUSTRIAL BUILDING APPROVALS, WELLINGTON SHIRE, 2012-2017**



Source: ABS Building Approvals, \*2017 to June only

**COUNCIL PLANNING AND BUILDING PERMITS**

Table 15 shows the number of planning, building and subdivision permits approved by Wellington Shire Council in existing industrial Zones and Commercial 2 Zones in Sale and Warruk between 2006 and 2016.

Analysis of the data shows that:

- The trend in the number of planning permits in Sale and Warruk has generally been consistent throughout the 10 year period of analysis. Data includes changes of use, new uses and subdivisions.
- Building approvals have been relatively consistent since 2010. Data includes new buildings, extensions and alterations.
- Larger industrial subdivisions took place in 2012 and 2014, with a total of 72 lots created over 10 years; and
- Only 20 new lots were created through subdivision in the Commercial 2 Zone over the past 10 years.

**TABLE 15 NUMBER OF PLANNING AND BUILDING APPROVALS, SALE AND WARRUK, 2006-2016**

Year	Planning Approvals	Building Approvals	Number of lots created	
			IN1Z	C2Z
2006	14	15	0	0
2007	31	17	2	1
2008	18	22	0	7
2009	15	9	4	1
2010	17	17	2	8
2011	17	14	1	0
2012	17	12	21	0
2013	18	12	0	0
2014	17	17	42	0
2015	10	10	0	0
2016	15	12	0	3
<b>Total</b>	<b>184</b>	<b>167</b>	<b>72</b>	<b>20</b>

Source: Wellington Shire, All Permit Applications, 2017.

The available land area created by these subdivisions and the area of properties that have since had a new industrial facility constructed are shown in Table 16 based on Council's rates database and desktop analysis.

Through the 72 lots created by subdivision, 17.5 hectares of land was made available for industrial development, of which 7.6 hectares has since been occupied at an average rate of 0.7 hectares per annum. If this rate of development continued, there will be projected demand for 10.5 hectares of industrial land over the next 15 years.

**TABLE 16 LAND CONSUMPTION DEMAND FROM SUBDIVISIONS, SALE**

Land Type	Rate of lots created	Land Area created by subdivision	Land Area developed after subdivision (ha)	Rate of consumption (ha/annum)	Rate of Land Demand	Land Demand to 2031 (ha)
Industrial	72	17.5	7.6	0.7	0.7	10.5ha

Source: Urban Energy, 2017

### WELLINGTON BUSINESS PARK

Wellington Business Park is currently the only industrial area that is being progressively subdivided to create new industrial lots in Sale and Warrak.

Discussions with the developer in September 2017 identified that 6 new lots were sold in the preceding 18 months, consuming a total of 2 hectares. As summarised in Table 17, five of these lots were occupied by businesses considered 'local' in nature and occupying lots of approximately 0.2 hectares, while the other was a 'strategic' site of approximately 1ha.

Based on this data, the following findings have been drawn:

- Local industrial land consumption is relatively low but consistent at approximately 0.7ha/annum;
- Strategic consumption is less predictable with only one lot being consumed in 18 months (however many enquiries have been fielded by Council), and
- There is approximately 5 to 10 years of 'local' industrial land supply remaining in the Wellington Business Park.

**TABLE 17 CONSUMPTION OF INDUSTRIAL LAND IN WELLINGTON BUSINESS PARK, JAN 2016 - AUG 2017**

Type of Demand	Number of lots sold	Area consumed	Rate of consumption per annum
Local	5	1ha	0.7ha
Strategic	1	1ha	0.7ha
Total	6	2ha	1.4ha

Source: Wellington Business Park, 2017

## 5.6. OTHER DEMAND CONSIDERATIONS

A range of other considerations have been identified which should guide estimates of future industrial land demand as follows:

### PROFILE OF DEMAND

There may be a degree of latent demand for larger vacant lots, given the lack of such lots available to the market over the past 5 years and the consultation findings that many interested businesses have not been able to find suitable site.

The release of new lots in the Wellington Business Park has led to a recent increase in industrial building activity, which has accommodated both traditional industrial land uses as well as non-traditional uses such as offices, training and recreation. The role of 'local' industrial estates in providing land and floorspace to accommodate a range of business types is a trend that is occurring across regional and metropolitan areas. In the case of Sale, a lack of alternative business premises (such as existing vacant premises in the Commercial 2 Zone) is likely to

continue to result in a wide range of business types seeking lower cost space in new industrial areas. These uses are generally driven by population growth which is expected to increase, and will seek proximity to residential and commercial areas such as in the Wellington Business Park. These uses also generally seek higher quality/amenity locations given the commercial nature and higher "visitor" focus of the business activities.

The strong interest in enquiries for large industrial sites in the Sale and Wellington Shire area over the past 12 months has not resulted in attraction of these businesses due to a lack of appropriate industrial land supply. In terms of accommodating these larger businesses, significant areas of industrial land are required in order to attract investment from major industrial users.

Although some existing industrial sites have sufficient land available to enable existing businesses to expand, other sites are well utilised, meaning that alternative sites would be required to facilitate expansion of existing businesses. Given the relative lack of larger sites, it is also important that an allowance is made for the movement of existing businesses to new and larger premises for economic and employment growth.

These factors combine to indicate that Council should plan to provide for an industrial land supply which exceeds simply the modelled land requirements in this section. It is important, however, to consider how the strategic supply of industrial land proposed through potential rezoning of the candidate areas would align with the broader economic and infrastructure fundamentals of Sale within the Gippsland region.

#### **IS SALE A COMPETITIVE LOCATION FOR MAJOR INDUSTRIAL LAND USE?**

Major industrial businesses (those serving a state-wide, national or international market) generally seek the following locational attributes. Please note that this is not intended to be an exhaustive list.

- Proximity to ports, airports and other freight terminals for distribution and export of products.
- Access to major transport corridors, primarily highways/freeways and/or the rail freight network.
- Proximity to major sources of demand and labour (eg. metropolitan areas).
- Access to high-capacity infrastructure, such as water, gas and electricity.
- Proximity to source of inputs to production (eg. primary resources, input goods, etc), and
- Co-location with other major industrial businesses and supporting industries.

Gippsland itself is not optimally located in respect of the major export infrastructure in Victoria, namely Melbourne Airport and the Port of Melbourne, each of which are more easily accessed from the north and/or west of the metropolitan area of Melbourne.

From a regional perspective, Sale is located at the eastern 'end' of the Latrobe Valley. Other major Gippsland urban centres (Traralgon, Moe, Morwell and Warragul) are better located in terms of proximity and access to metropolitan infrastructure and markets, as well as the labour market provided in south-eastern Melbourne and growing in Baw Baw Shire. However, other regional centres in Gippsland do not offer a significant supply of undeveloped industrial land which has direct or ready access to the Princes Highway / Freeway, suitable for large vehicles and separated from other urban uses (with the exception of some existing and proposed employment land to the immediate east of Morwell).

Sale is well located in terms of proximity to primary produce in Wellington Shire and East Gippsland Shire, although processing networks are generally well established, such as timber mills in Heyfield and dairy processing in Maffra. The duplication of the Princes Highway to Sale and the prospect of a new alternative truck route bypassing the Sale CBD may improve the attractiveness of the West Sale area to transport-related businesses and to those seeking a base from which to service central and East Gippsland.

Overall, the characteristics of Sale do not closely align with the primary location criteria that would generally be utilised by major industrial businesses when seeking a site to service a wide market, however the Candidate Areas for this project do provide a relatively rare opportunity to meet regional demand and offer close proximity to a labour market and local produce. The strong interest in larger sites in recent years associated with processing and

(manufacturing of local produce indicated that this type of industrial land use is an important opportunity for the local economy that should be supported through appropriate and sufficiently large industrial land supply.

#### **POTENTIAL ECONOMIC AND INDUSTRIAL OPPORTUNITIES**

The ongoing provision of appropriate industrial land in Sale is critical to support the growth of existing industries, as well as to facilitate opportunities for new industry growth, particularly those linked to innovation, research and production of new products and processes.

Sale's position as the service centre for Wellington Shire and the location for an existing concentration of industrial and commercial businesses presents the opportunity to foster greater concentrations of urban industrial uses which draw on local infrastructure, trades, suppliers and labour.

Other opportunities may exist to attract larger businesses serving broader markets, however the main opportunities for new businesses are likely to be driven by the need for service local and regional industries as opposed to the attraction of new major manufacturers / exporters.

Main industrial business opportunities identified include

- Local industrial growth led by growing population needs, such as construction, workshops, storage, mechanics, equipment hire, etc.
- Expansion or relocation of existing Sale and Warrak businesses to the Candidate Areas to provide larger sites, better separation from sensitive use and easier access to the highway network, Latrobe and Melbourne, and
- New medium to large sized industrial businesses seeking proximity to existing regional produce and a suitable labour supply (Sale and Traralgon) and ready access to the highway network.

In the longer term and subject to infrastructure availability, the opportunity to utilise rail and air freight to distribute and export products may also attract certain business types, particularly in Candidate Area 2 which has direct access to the rail line as well as the West Sale Aerodrome.

Given the significant challenges faced by many traditional industries, it is important that new land is available to encourage and accommodate new business types which relate to the natural strengths of the Sale area and which leverage local, State and Federal government investment. Industries and business types that may be well suited to current opportunities and local advantages include

- Aviation and associated industries, including safety, training, maintenance, recreation, storage, natural resource and emergency management, and advanced aviation technologies.
- Advanced manufacturing and engineering, including mineral resources and renewable energy technology.
- Food processing and value adding, including those to support the agricultural and tourism sectors (eg. food and wine manufacturing), and
- Transport and distribution to assist export of local produce.

The following section provides an analysis of the characteristics of the Candidate Areas and the extent to which those characteristics align with the economic opportunities identified in this report.

#### **5.7. KEY FINDINGS**

The implications of the analysis of demand for industrial land in Sale and Warrak include

- There are two drivers of demand for industrial land, being local industrial business and larger regional/export industrial businesses;
- The local demand rate for industrial land is projected to be between 0.5 and 0.7ha/annum for the next 15 years, leading to a requirement of between 7.5 and 10.5 hectares of local industrial land by 2031.

- Strategic demand is less readily quantifiable. Council and the developer of the Wellington Business Park have received multiple enquiries regarding larger lots between 2ha and 10ha over the past three years. Council should plan to accommodate larger businesses by providing a suitable supply of land with larger lot sizes (of at least 1ha and up to 10ha).
- Previous assessments suggest that a combined total of approximately 2.8-3.5ha/annum is required for both local and strategic industrial demand in Sale and Warrak.

It is recommended that Council plans to accommodate at least 1ha of 'local' industrial land demand per annum, plus a strategic allowance sufficient to accommodate ongoing demand for larger lots separate to existing urban areas over the long term. Given that the current vacant land supply for medium and large lots is very limited, it is recommended that new industrial areas are planned which can accommodate demand over at least the next 15-20 years for medium (0.5ha to 2ha) and larger lots (2ha+).

An indicative allowance for at least 40 hectares (of lot area) is recommended could accommodate at least 5-10 large businesses and a range of medium businesses. Rezoning further land as a contingency (ie. more than 40ha) is also supported given the long lead times associated with planning for employment areas.

Main industrial business opportunities identified include:

- Local industrial growth led by growing population needs, such as construction, workshops, storage, mechanics, equipment hire, etc.
- Expansion or relocation of existing Sale and Warrak businesses to the Candidate Areas to provide larger sites, better separation from sensitive use and easier access to the highway network, Latrobe and Melbourne, and
- New medium to large sized industrial businesses seeking proximity to existing regional produce and a suitable labour supply (Sale and Traralgon) and ready access to the highway network.

In the longer term and subject to infrastructure availability, the opportunity to utilise rail and air freight to distribute and export products may also attract certain business types, particularly in Candidate Area 2 which has direct access to the rail line as well as the West Sale Aerodrome.

Industries and business types that may be well suited to current opportunities and local advantages include:

- Aviation and associated industries, including safety, training, maintenance, recreation, storage, natural resource and emergency management, and advanced aviation technologies.
- Advanced manufacturing and engineering, including mineral resources and renewable energy technology.
- Food processing and value-adding, including those to support the agricultural and tourism sectors (eg. food and wine manufacturing), and
- Transport and distribution to assist export of local produce.

Consultation with Council revealed that there has been strong interest about the availability of large lots in the Sale and Wellington Shire area. However, there are no suitable lots currently available in Sale for these enquiries.

The main types of business enquiries look to leverage from local features and produce, relating to:

- Food and Beverage manufacturing
- Timber manufacturing
- Dairy, and
- Horticulture.

## 6. CANDIDATE AREA ANALYSIS

### 6.1. INTRODUCTION

This section provides an analysis of the conditions present at each of the proposed candidate areas for future industrial use.

### 6.2. PLANNING CONTEXT

The three identified Candidate Areas are each within the Farming Zone and have been identified in the Sale, Warruk and Longford Structure Plan (2010) as areas to be investigated for rezoning to industrial land.

Three planning scheme amendments are currently underway or recently approved which may have implications for the study as follows:

- Amendment C84 (status: submitted to the Department for approval) – proposes to rezone land in the Warruk Growth Area from LDRZ to GRZ1. This is in close proximity south-east of Candidate Area 1 in Warruk. Any rezoning of the Candidate Area would need to consider the long term interface with the future residential area.
- Amendment C97 (status: submitted to the Department for approval) – proposes to rezone land at the Sale Sewerage Pump Station to enable Gippsland Water to build a new pump station to accommodate for the future long-term growth of Sale. It is expected that the new pump station would provide necessary infrastructure to service residential and industrial growth for the next 50 years, particularly providing for the projected urban growth in Warruk, and
- Amendment C98 (status: Approved 2/11/17) – facilitates an extension to the West Sale Aerodrome runway by 300 metres at its eastern extremity and rezones land from FZ to the Special Use Zone. The amendment also substantially reduces the extent of the Airport Environs Overlay (AEO) that applies to the land surrounding the runway. These changes are shown in Figure 6, including the acquisition of land by Council which reduces the overall land area within Candidate Area 2.

FIGURE 6 AMENDMENT C98: RECENT CHANGES TO ZONES AND OVERLAYS, WEST SALE AERODROME



Source: Wellington Shire Council, 2017

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### 6.3. CANDIDATE AREA 1: WURRUK

Candidate Area 1 at Wurruk is located immediately to the west of the existing Wurruk Industrial Precinct. Land within this Candidate Area has a total area of 42.3 hectares (26.6ha of net lot area) across 4 parcels.

#### 6.3.1. PLANNING CONTEXT

##### PLANNING ZONES

The properties within Candidate Area 1 are within the Farming Zone (FZ). East of the site is the existing Wurruk Industrial 1 Zone (IN1Z), while land to the north is within the Public Conservation and Resource Zone (PCRZ) which includes the Thompson River.

Future planning zone changes likely to take place in the surroundings include potential rezoning of land from LDRZ to GFZ1 to the south-east of the candidate area (residential growth area). The amendment for this change is Amendment C84, which was heard at a panel hearing in July 2017. Further long-term rezoning south of the candidate area to a residential zone is also identified in the Structure Plan.

FIGURE 7 PLANNING ZONES, CANDIDATE AREA 1, WURRUK



Source: Urban Enterprise, 2017

##### OVERLAYS

The north-western section of the Candidate Area is affected by the Land Subject to Inundation Overlay (LSIO) and a small section of the Flood Overlay (FO). Approximately 5 hectares of land is affected by these overlays.

The entire Candidate Area and surrounds are affected by the Design and Development Overlay – Schedule 6 (DDO6). This overlay ensures that building height does not adversely affect the operation of the East Sale PAAF Base. A permit is not required for any building less than 15 metres in building height within the bounds of this overlay.

The planning overlays applicable to the site and surroundings are shown in Figure 8.



**FIGURE 8 PLANNING OVERLAYS, CANDIDATE AREA 1, WURRUUK**



Source: Planning Maps Online, 2017

### **6.3.2. PROPERTY AND OWNERSHIP**

Figure 9 shows the ownership of properties within the candidate area. The average lot size of the parcels within this candidate area is approximately 11 hectares.

Each land owner in Candidate Area 1 was consulted via phone to discuss the project and the future intentions for their land. It was apparent that the parcels in this location are primarily used for farm land / grazing. A substantial primary residence exists to the immediate west of the candidate area, the impact on which would need to be considered in any future planning for industrial use. Owners are open to further discussions about land and the potential for development. Property 1A is currently on the market for sale.

**FIGURE 9 LAND OWNERSHIP, CANDIDATE AREA 1, WURRUUK**



Source: Urban Enterprise, 2017

### 6.3.3. INTERFACES AND POTENTIAL PLANNING AND PROPERTY CONSTRAINTS

The Candidate Area has interfaces with the existing Wurruk Industrial Estate, the railway line, Crown Land and the Thomson River to the north and farming land to the west.

An area of Low Density Residential Zone (LDRZ) is located to the south-east of the site, with the nearest dwelling more than 200 metres from the Candidate Area boundary. Future residential use foreshadowed to the south of the Princes Highway in the long term may impact typical buffer areas and should be considered in detailed planning.

The Candidate Area is currently accessed from the Princes Highway via an informal railway crossing (property 1B), while property 1A is landlocked and cannot be accessed via the existing road network. The existing rail crossing does not appear to be appropriate for large vehicles.

Owning is not considered a constraint to future development within this Candidate Area.

### 6.4. CANDIDATE AREA 2: WEST SALE AERODROME

Candidate Area 2 is located adjacent to the West Sale Aerodrome and covers an area of approximately 60ha (34.7ha of net lot area).

#### 6.4.1. PLANNING CONTEXT

##### PLANNING ZONES

Land in Candidate Area 2 is within the Farming Zone (FZ). The Candidate Area is adjacent to the Special Use Zone – Schedule 1 (SUZ1), which contains the West Sale Aerodrome as shown in Figure 10.

Due to a current process involving land acquisition by Council to facilitate an expansion of the aerodrome, the original Candidate Area (as identified in the Structure Plan) has been separated into three sub areas as follows:

- An area that is 'definite' for ongoing consideration as part of this study (54.5ha).
- An area that has 'potential' for ongoing investigation, although this area would be separated from the main candidate area by a new access road to the aerodrome (3.8ha), and
- An area that is now 'unlikely' to be appropriate for consideration as part of the Candidate Area due to being separated from the balance of the candidate area by the expanded aerodrome (2.0ha).

FIGURE 10 PLANNING ZONES, CANDIDATE AREA 2, WEST SALE AERODROME



Source: Urban Enterprise, 2011

## OVERLAYS

The properties within this Candidate Area were previously impacted by the Airport Environment Overlay Schedules 1 and 2 (AEO1) (AEO2). As shown in the previous section (Figure 6), the extent of the AEO has recently been significantly reduced by Amendment CSR, resulting in AEO2 applying to just 0.25 hectares of the Candidate Area and AEO1 removed from the Candidate Area.

DDO5 also impacts the full area of the Candidate Area, requiring planning permits for any building greater than 15 metres in height.

**FIGURE 11 PLANNING OVERLAYS, CANDIDATE AREA 2, WEST SALE AIRPORT/RODME**



Source: Planning Maps Division, 2017

## 6.4.2. LAND OWNERSHIP

Candidate Area 2 includes 6 properties in separate ownership. Two larger lots are approximately 20 hectares in area. Figure 12 shows the location of each property within the candidate area.

All land owners in Candidate Area 2 were contacted and consultation was possible with all except one (the owner of the land identified as 'potential' and 'unlikely'). Land in this area is primarily used for residential purposes, with the remaining land providing grazing, cattle, vegetable and other farm activities. The western-most property is also occasionally used to host events within an old homestead. Land owners intend to continue living on their properties for the foreseeable future however no objections or constraints to future industrial development were identified.

FIGURE 12 LAND OWNERSHIP, CANDIDATE SITE 2, WEST SALE AERODROME



Source: Urban Edgeplus, 2017

#### 6.4.3. INTERFACES AND POTENTIAL PLANNING AND PROPERTY CONSTRAINTS

The Candidate Area is well separated from potential sensitive uses, with the exception of a single dwelling across Sale-Heyfield Road (in the Farming Zone). The interface with the West Sale Aerodrome would need to be considered through appropriate access, security and building design controls.

Land ownership is not considered to be a constraint to future development, however the multiple ownership and the variety of existing land uses could delay and/or complicate the prospects of short term development of the area for industrial purposes.

#### WEST SALE AERODROME

Consultation with the West Sale Aerodrome property manager and the property manager of the Federation Training Campus which currently operates within the aerodrome land revealed the following:

- The extension of the runway and development of new supporting facilities at the aerodrome (as outlined in the West Sale Aerodrome Masterplan) will cater to new training requirements for the FAAF and is likely to generate greater usage of the aerodrome and therefore could generate new associated business opportunities in the area.
- Council is currently going through the process of subdividing land within the aerodrome to create new freehold land which is to be sold to the private market for existing and new businesses associated with aviation to establish in the SUZ, and
- Federation Training currently lease a large area from Council as a training campus, however the improvements are dated and require significant investment to meet current market expectations. Federation is reviewing options to create a new campus elsewhere, which would result in them vacating the current site.

The implications of these circumstances are that the West Sale Aerodrome and surrounding public land is likely to experience a significant degree of change over the short to medium term, and that a range of new business opportunities could be created.

## 6.5. CANDIDATE AREA 3: FULHAM

The Candidate Area at Fulham is located south of the Princess Highway and east of the Fulham Correctional Facility on Hopkins Road. This area has the largest area of all Candidate Areas, with approximately 100 hectares across three properties (63ha of net lot area).

### 6.5.1. PLANNING CONTEXT

#### PLANNING ZONES

Land is within the Farming Zone (FZ). The Fulham Correctional Facility to the immediate south-west is within the Special Use Zone (SUZ2).

FIGURE 13 PLANNING ZONES, CANDIDATE AREA 3, FULHAM



Source: Urban Enterprise, 2017

#### OVERLAYS

There are two overlays that impact the candidate area at Fulham, being AEO2 and DDO6, as shown in Figure 14. These overlays also affect the other candidate areas. DDO6 requires a permit for building construction greater than 15 metres in building height. The proposed amendment to the AEO2 will remove the overlay from the entire Candidate Area.

**FIGURE 14 PLANNING OVERLAYS, CANDIDATE AREA 3, FULHAM**



Source: Planning Maps Online, 2017

**6.5.2. LAND OWNERSHIP**

Figure 15 shows the location of the properties within Candidate Area 3. The lot sizes in this candidate area are considerably larger than in the other Candidate Areas, two of the sites are approximately 25 hectares in area and the largest property is approximately 45 hectares. One landowner owns two of the properties and a total of approximately 73 hectares of the land (shown as 3A in Figure 15).

Both land owners in this area were consulted. Each broader property is current used for residential purposes (dwelling not necessarily within the candidate area), with one containing significant improvements associated with animal breeding. Given the substantial investment in these improvements, the current use and ownership may present a constraint to development of part of this candidate area.

**FIGURE 15 LAND OWNERSHIP CANDIDATE AREA 3**



Source: Linfox Enterprise, 2017

### 6.5.3. INTERFACES AND POTENTIAL PLANNING AND PROPERTY CONSTRAINTS

The Candidate Area is well separated from urban areas and has main interfaces with farming land and the Princes Highway.

The only potential sensitive use identified is the adjacent Fulham Correction Facility which is accessed from Hopkins Road. Consultation with the Facility identified that Hopkins Road is an important route if any prisoner evacuation is required and that the potential impact of industrial land use on the significant prisoner population (over 900) should be considered.

It is noted that the uses with adverse amenity potential clause of the Planning Scheme (Clause 52.10) does not explicitly include land used for a Correctional Facility as a sensitive use. Rather, the following list of sensitive uses are included: "land in a residential zone, Capital City Zone or Docklands Zone, land used for a hospital or an education centre or land in a Public Acquisition Overlay to be acquired for a hospital or an education centre." This issue would need further investigation if Candidate Area 3 were to be identified as the preferred location for future industrial land use.

It should be noted that the EPA considers the Fulham Correctional Facility as a sensitive use, despite not being explicitly identified in the Planning Scheme. The classification of a Correctional Facility as a sensitive use (or otherwise) should be confirmed as part of planning for Candidate Area 2.

Given the significant investment in improvements and the relatively entrenched land use, land ownership is a potential constraint to development in Candidate Area 3, particularly to the south of the Area.

## 6.6. BIODIVERSITY

A Desktop Biodiversity Assessment of each Candidate Area was undertaken by Ecology and Heritage Partners, dated August 2017. The full assessment is included in the **Appendices Report**.

The key findings of the report are summarised as follows:

- Current (2005) modelled mapping indicated that there is 35.35 hectares of native vegetation remaining within the three candidate areas. However, current aerial imagery shows little evidence of native canopy cover in Candidate Areas 2 and 3, while some remnant vegetation remains within Candidate Area 1.
- There is a small amount of wetland present in all three sites, with a total area of 7.23 hectares.
- Research and analysis identified endangered vegetation within Area 1 (5ha), Area 2 (14ha) and Area 3 (15ha) as shown in Table 18.
- It is possible that two listed ecological communities occur in the study area: Gippsland River Red Gum Grassy Woodland and associated native grassland, and Seasonal Herbaceous Wetlands.
- Native vegetation and biodiversity values are most likely to be present in Site 1 adjacent to the Thomson River. Opportunities for development are likely to have a lower impact on biodiversity values in other areas of Site 1 away from the river as well as within Sites 2 and 3.
- Native vegetation with the highest risk is located at the western end of Candidate Area 2.
- Any clearing of native vegetation would require a site assessment to determine the extent of clearing and the associated risk-based pathway.
- The Candidate Areas occur within the same catchment as a Ramsar Wetland. As a result, management practices and construction techniques should be consistent with EPA Guidelines in respect of erosion and sediment control and surface water flows.
- There is potential for one listed flora species occurring: River Swamp Willaby grass. It is also possible that there may be habitat for three listed fauna species: Grey-headed flying fox, growling grass frog and dwarf galaxias.
- Development of the areas would require a site assessment and hydrological assessment.
- Development may trigger an Environmental Effects Statement referral – a site assessment would be required to investigate this.

**TABLE 18** EXTENT OF REMNANT NATIVE VEGETATION PRESENT WITHIN THE CANDIDATE AREAS, 2005

Site	EVC	EVC Number	Bioregional Conservation Status	Area (ha)
1	Plains Grassy Woodland	55	Endangered	1.35
1	Floodplain Riparian Woodland	56	Endangered	5.22
2	Plains Grassy Woodland	55	Endangered	6.15
2	Plains Grassy Woodland/ Gidgee Wetland Mosaic	250	Endangered	5.70
3	Plains Grassy Woodland	55	Endangered	14.91

Source: 2005 Data, DELWP (2017)



## 6.7. CULTURAL HERITAGE

A Desktop Cultural Heritage Assessment of each Candidate Area was undertaken by Ecology and Heritage Partners, dated August 2017. The full assessment is included in the **Appendices Report**.

The key findings of the report are summarised as follows:

- A search of the VAHR identified a total of 4 registered Aboriginal Places (and their associated components) within the search area. These sites consist of a total of 3 site types comprising a low-density artefact distribution, stone artefact scatters and an earth feature. Three of these sites are located along the northern boundary of Candidate Area 3.
- Candidate Area 1 is situated within an area of cultural heritage sensitivity as it is situated within 200 m of a waterway, namely Thomson River. Given that previous archaeological investigations have identified the high likelihood of Aboriginal cultural heritage to be present within close proximity to the Thomson River there is high potential that Aboriginal cultural heritage will be present within Candidate Area 1.
- Candidate Area 3 is situated within an area of cultural heritage sensitivity as mapped under the Aboriginal Heritage Regulations 2007 as it is situated within 50 m of a number registered cultural heritage places which are listed on the Victorian Aboriginal Heritage Register. A aeolian landform is highly likely to be present within Area 3, with the place being assessed as having 'moderate scientific significance'.
- Candidate Area 2 is not situated within an area of cultural heritage sensitivity, however proximity to the Aeolian sand deposit south of the Princes Highway has led to the recommendation that if future industrial subdivision of Candidate Area 2 is to take place, further investigation is required in order to ascertain whether this sensitive landform is present.
- The proposed use for these Candidate Areas (i.e. industrial subdivision and development) is considered a 'high impact activity'. Therefore, an Aboriginal Cultural Heritage Management Plan is mandatory for Candidate Areas 1 and 3. An Aboriginal Cultural Heritage Management Plan is not required for Candidate Area 2, however it is recommended that a voluntary plan is undertaken.

## 6.8. INFRASTRUCTURE

An infrastructure analysis was undertaken by TGM Group dated August 2017 and included in the **Appendices Report**. The key findings of the assessment are as follows:

### WATER SUPPLY

Findings from the modelling of water demand undertaken by Gippsland Water are:

- Candidate Area 1 can be serviced without any upgrades to the existing system, via an extension of the 150mm main along Hunt Place.
- Candidate Area 2 (and development of both Candidate Area 1 and Candidate Area 2) can be serviced with the existing network if moderate headlosses are accepted, particularly with the later scenario.
- Candidate Area 3 individually will require a minimum upgrade to 300mm to avoid moderate to high headlosses along the 225mm distribution main (4.2 km section), and
- Any of the remaining options including Candidate Area 3 would require the 225mm distribution main to be upgraded to a 375 or 450 mm. Furthermore, the pumps at the Wurruk TWPS would need to be replaced in order to accommodate the increased flows and subsequent headlosses.

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## SEWER

Findings from modelling and investigation into the sewerage of each site identified:

- Candidate Area 1 could have approximately 50% of the area utilising the current sewer main at the Wurnak Industrial Estate, while the remaining area would require a new sewer pump station. All costs would be borne by the developer. Depending on the loading from the new estate the existing 150mm main may need to be increased to 225mm.
- Candidate Area 2 has no sewer currently, meaning that an upgrade would be required to the Fulham Correctional Facility Sewer Pump Station (pumps, electrics, detention storage) or the rising main that runs along Hopkins Road would need to be increased to reduce the frictional headloss, and
- Candidate Area 3 has no sewer, meaning this area would require an upgrade to both the Fulham Correctional Facility SPS and the rising main increased to reduce frictional headloss.

## STORMWATER

Findings from analysis of drainage identified that:

- Candidate Area 1 would likely drain north of the site to the Thompson River. Overland flow to the river will be acceptable with treatment.
- Unique to this area is a flood levee known as the Kilmory Levee Bank. This area is unique as any stormwater that drains to the Levee and is not lost through evaporation and transpiration may need to be pumped past the levee bank. The cost of pumping the stormwater falls to the land holders who own land behind the levee. It is likely that part of Site 2 and all of Site 3 would drain to this point.
- Candidate Area 2 has an existing drain along the eastern extent of the airfield which drains down to the Central Gippsland. Extension of the runway will require re-arrangement of the final drainage in this area, but will ultimately drain to the same direction (to the north). It is likely that part of Candidate Area 2 will drain to the south and part to the north, and
- Candidate Area 3 has a nominated drain which is part of the Kilmory drainage system and can discharge into this drain. However, the final stormwater strategy will have to take into account a higher level of retention as any water not lost through evaporation and transpiration may ultimately drain into a private levee near the outlet to the Latrobe River. Future development needs to account for additional overflow from the land which would need to be managed by water harvesting or retention before ever hitting the levee bank. If stormwater does drain to the levee, it will need to be managed to meet best practice stormwater quality targets, as well as ensure that the quantity is managed. This will potentially require additional onsite storage compared to traditional best practice stormwater treatment.

Further investigation into the possible approach to stormwater drainage in Candidate Area 2 was subsequently undertaken, with the following findings:

- There is an existing drain along the eastern extent airfield which eventually drains down to the Central Gippsland No. 4 drain to the north. Overland flow is expected to be possible with typical levels of retention, though further detailed investigation would be required to confirm this. The current project to extend the runway will require Wellington Shire Council to re-configure drainage in this area, however ultimately it is expected that stormwater associated with that project will drain to the same No. 4 drain.
- The current conditions are such that the majority of the candidate area falls to the north, however a small area falls and drains to the south including Williams Drive. Survey data available for this area is limited and the area is quite flat so it is difficult to clearly identify drainage catchments.
- West Gippsland Catchment Management Authority has indicated that part of site 2 drains to the south and discharges to the Kilmory Levee which is constrained by maintaining the current stormwater conditions.

- There is a reasonable likelihood that site 2 can be redeveloped and engineered to control a sizeable component of the catchment to the north. It is difficult to identify potential costs of this, but our expectation is that it would not be overly significant and can be managed through the planning permit process.
- There is always going to be a catchment area that still drains to the south, but this can be managed to ensure current pre-development flows are controlled to the south with some form of detention system in place to manage increased stormwater flows.

#### ELECTRICITY

- There appears to be current infrastructure sufficient to support additional loading of 1-2 MVA in the shorter term, which would support the first stages of development but may not be capable of supporting the ultimate demand of the sites.
- Augmentation to the existing lines can be undertaken and will increase the availability of power. This can be determined once development is undertaken.

#### GAS

- It is identified that the gas reticulation infrastructure is not of capacity to support any major industrial loads. To supply any major load, either duplication of the existing supply main or upstream augmentation may be required.

#### TELECOMMUNICATIONS

- Investigation into telecommunications indicated that NBN assets are located within this region. According to the NBN website it is also noted that the Warruk region is NBN ready and new and existing development can connect to the NBN service.

### 6.9. TRAFFIC

This section provides findings regarding traffic infrastructure identified in a technical report prepared by Traffic Group dated October 2017 and included in the Appendixes.

#### KEY TRANSPORT ROUTES

Key transport routes in the area include

- Princes Highway – has been upgraded to a duplicate road from a two-way road, with speed limits between 80km/h and 100km/h at various points in the vicinity of the candidate areas.
- Sale Heyfield Road – A State Arterial road under control of VicRoads, located in the vicinity of Candidate Area 2. It is a two lane, two way rural road, which crosses the Melbourne-Bairnsdale railway line.
- Hopkins Road – A local road under control of the Wellington Shire Council. It provides access to the Fulham Connection Facility and rural properties and is located in the vicinity of Candidate Area 3.

It is identified that the Victorian Government has allocated funds to investigate the feasibility of formalising the Sale Alternative Truck Route. The route would north along Sale Heyfield Road, along Fulham-Myrtlebank Road and then along Myrtlebank Road before connecting to the Princes Highway.

#### TRAFFIC VOLUMES AND INTERSECTION CAPACITIES

Traffic volumes on Princes Highway (<9,000 vpd two way), Sale-Heyfield Road (<3,500 vpd two way), Hopkins Road, Hunt Place, Riverside Drive and Williams Drive are all low for the function that the roads perform.

Whilst no traffic generation estimates have been prepared at this stage for the three candidate areas, it is evident that intersection capacity is not going to be a constraint on access to each of the candidate areas given the relatively low traffic volumes on the adjacent road network. Accordingly, road safety and road function will be the main guides for the types of intersections at potential access points to the candidate areas.

#### **ACCESS ISSUES**

The creation of new large vehicle access points to the Candidate Areas is one of the major issues to be considered in this study, given the property ownership layout of Area 1, access required across the rail line for areas 1 and 2, and access intersections on the Princes Highway for all candidate areas.

##### **Candidate Area 1**

Candidate Area 1 is effectively land locked and requires new road access to be created. The options for new road access require either the creation of a new level crossing, or acquisition of private and potentially public land. Each of these prospects is not certain to be achieved, and would at the minimum require significant time and cost to deliver.

Consultation with VicTrack confirmed that any new level crossings would require Ministerial approval and are highly unlikely to be approved as a general rule. Therefore, options that do not require a new level crossing should be considered first.

Access to Candidate Area 1 without the creation of a new level crossing would require the creation of a new road reserve linking Hunt Place or Riverside Drive to the Candidate Area. A private property (currently owned and occupied by Robalab) blocks access to the Candidate Area from the east. Part of this land would need to be acquired in order to extend Hunt Place or Riverside Drive through to the Candidate Area. Discussions with the property owner indicated that acquisition of land to extend Hunt Place through the site would not be supported given that such an alignment would bisect the site and severely impact on business operations.

Acquisition of a section of the land at its northern boundary could be possible, however, in order to extend Riverside Drive. Although this would not be the optimal access route (given the number of turns required for large vehicles to navigate), this could present a feasible access alternative for Candidate Area 1. Challenges to this alignment include the need to acquire at least 1 other private property, and potentially the need to acquire or abut Crown Land near the Thomson River. Discussions with the private landowner at the end of Riverside Drive (vacant lot through which the road could be extended) indicated positive sentiment towards this alignment, and DELWP indicated that there are no issues with the road abutting the Crown land.

Traffic advised that from a traffic engineering perspective, the extension of Riverside Drive is considered workable.

##### **Candidate Area 2**

Large vehicle access to Candidate Area two is more straightforward than Area 1, with an existing roundabout and level crossing at Sale Heyfield Road that could be utilised. The prospect of a Sale – bypass using Sale Heyfield Road would further increase the attractiveness of this area from an accessibility perspective.

Access at the western end of the Area would be less straightforward, however, given the lack of a roundabout at Princes Highway and Williams Drive and the irregular road network near the Aerodrome entrance.

##### **Candidate Area 3**

Candidate Area 3 can be access directly from the Princes Highway, an advantage not available to the other areas. VicRoads would need to approve any such access, however, especially any access that does not utilise the existing roundabout at Sale Heyfield Road.

## REQUIRED TRAFFIC INFRASTRUCTURE

The assessment of traffic infrastructure and capacity analysis identifies the following required upgrades that need to take place in order for the sites to sustainably manage traffic.

### Candidate Area 1: Wumuk

#### Princes Highway/Hunt Place

- The Princes Highway/Hunt Place roundabout needs to be upgraded to include a second lane added to the Hunt Place approach to accommodate the adopted traffic volumes.
- There is spare capacity within the existing Princes Highway/Hunt Place roundabout (with a second lane added to the Hunt Place approach) to accommodate the adopted traffic volumes.

#### Hunt Place

- Hunt Place will exceed the indicative daily traffic volume for a Local Access A - Road.
- Hunt Place nonetheless has a cross-section and industrial environment that can accommodate the anticipated volume of traffic.

#### Riverside Drive

- Riverside Drive will exceed the indicative daily traffic volume for a Local Access B - Road.
- Riverside Drive nonetheless has a cross-section and industrial environment that can accommodate the anticipated volume of traffic.

#### Extension of Hunt Place or Riverside Drive

- The extension of Riverside Drive to connect with Candidate Area 1 is preferable from a traffic engineering perspective than the extension of Hunt Place, although both options are workable.

### Candidate Area 2: West Sale Aerodrome

- The completed analysis assumed that access to Candidate Area 2 would comprise access via both Sale-Heyfield Road and Princes Highway.

#### Sale-Heyfield Road Access

- Two access points are required via Sale-Heyfield Road, in addition to access via Williams Drive, for Candidate Area 2.
- The volume of right turn "out" traffic from each site access on Sale-Heyfield Road needs to be restricted to 500 vph to achieve an appropriate level of performance for the assumed T-intersection configuration.
- There is spare capacity within the assumed T-intersection configuration to accommodate the adopted traffic volumes with two T-intersections on Sale-Heyfield Road.

#### Princes Highway/Sale-Heyfield Road

- The Princes Highway/Sale-Heyfield Road roundabout needs to be upgraded to include a second lane added to the Sale-Heyfield Road approach to achieve acceptable intersection performance.
- There is spare capacity within the existing Princes Highway/Sale-Heyfield Road roundabout (with a second lane added to the Sale-Heyfield Road approach) to accommodate the adopted traffic volumes.

#### Princes Highway/Williams Drive

- The Princes Highway/Williams Drive intersection needs to be upgraded to a roundabout with two lanes on the Williams Drive approach to achieve acceptable intersection performance.
- There is spare capacity within the modified Princes Highway/Williams Drive intersection (roundabout with a second lane added to the Williams Drive approach) to accommodate the adopted traffic volumes.

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#### Williams Drive

- The existing railway level crossing will need to be upgraded from flashing lights to flashing lights and boom gates.
- A two lane undivided carriageway in Williams Drive would be sufficient to accommodate the anticipated volume of traffic.

#### Candidate Area 3: Fulham

- At least two access points (assumed to be via Princes Highway/Hopkins Road and the Princes Highway/Sale-Heyfield Road roundabout) are required to accommodate the traffic anticipated to be generated by Candidate Area 3.
- The volume of traffic generated by Candidate Area 3 needs to be restricted to 80% of the initially projected traffic volume, namely, 2,560 vph in the evening peak period.

#### Princes Highway/Sale-Heyfield Road

- The Princes Highway/Sale-Heyfield Road roundabout needs to be upgraded to a four leg roundabout, with the new leg on the southern approach to comprise a right turn lane, a shared through and right turn lane and a separate left turn lane, to achieve acceptable intersection performance.
- Whilst the analysis is based on a number of broad assumptions (including the adopted traffic generation rates), the SIDRA analysis nonetheless shows that there is sufficient capacity within the modified Princes Highway/Sale-Heyfield Road roundabout to accommodate the adopted traffic volumes.

#### Princes Highway/Hopkins Road

- The Princes Highway/Hopkins Road intersection needs to be upgraded to a roundabout with two lanes on the Hopkins Road approach and a single lane on the Williams Drive approach to achieve acceptable intersection performance.
- There is spare capacity within the adopted geometry of the roundabout to accommodate the adopted traffic volumes.

#### Hopkins Road

- A two lane undivided carriageway in Hopkins Road would be sufficient to accommodate the anticipated volume of traffic.

#### VICTRACK

Consultation with VicTrack found that there will not be support for additional level crossings in the area. The following extract from a letter received from VicTrack outlines their position on level crossings and access to the sites:

*"We do not support new level crossings without Ministerial approval. State Planning Policy Framework at Clause 18.02-4 requires that developments must 'provide for grade separation at railway crossing except with the approval of the Minister for Transport'. It adds unnecessary additional risk to the network when alternative routes could be explored.*

*If circumstances are that there is no alternative, the Minister for Public Transport should receive your letter and request Transport for Victoria to provide its advice. TTV would consult the transport family to form a view.*

*Specifically, for Industrial Site 1 we can advise that we would not support the introduction of an additional rail level crossing (and therefore additional access point on Princes Highway) adjacent to site 1. We believe that the existing crossing at Hunt Place does not restrict industrial traffic and is a viable alternative."*

## 6.10. INFRASTRUCTURE COSTS

Table 19 provides a comparison of upgrade requirements and expected costs of the infrastructure types assessed for each Candidate Area. The table relates to major shared infrastructure only (i.e. over and above usual development infrastructure).

The analysis shows that major infrastructure costs are expected to be lowest in Candidate Area 1 and highest in Candidate Area 3 in absolute terms. On a per hectare basis, costs are lowest in Candidate Area 1, and higher in Candidate Areas 2 and 3. It is noted that there is the possibility that access upgrades to Candidate Area 2 could be shared with other beneficiaries, including the aerodrome and related uses, if the timing and need for the items align.

It should be noted that this assessment assumes full development of each candidate area for standard industrial purposes (i.e. not heavy industrial requiring specific high capacity infrastructure needs over and above a typical user). Costs are indicative based on discussions with infrastructure agencies and past experience.

**TABLE 19 COMPARISON OF INFRASTRUCTURE COSTS**

Infrastructure Item	Candidate Area 1		Candidate Area 2		Candidate Area 3	
	Description of Upgrade	Cost	Description of Upgrade	Cost	Description of Upgrade	Cost
Roads and intersections	Hunt Place roundabout upgrade and Riverside Drive extension	\$1.88m	2x Sale Heyfield Road intersections 2 x Princes Highway roundabout upgrades Williams Drive level crossing upgrade	\$4.05m	2x Princes Highway roundabout upgrades	\$1.88m
Water	Can be serviced without any upgrades to the existing system, via an extension of the 100mm main along Hunt Place	\$0	Area 2 and Area 1 + Area 2 can be serviced with the existing network	\$0	Site 2 individually will require a minimum pipe to 300 mm to avoid moderate to high head losses along the 225mm distribution main (4.2km section) (@ \$500/m)	\$2.1m
Sewer	New sewer pump station for 50% of site	\$0.75m		\$1.5m	The Fulham Correctional SPS will need to be upgraded and the rising main upgraded (7.6km) (4.2km @ \$300/m)	\$4.2m
Stormwater	Wetland/Retention System	\$1.0m	Wetland/Retention System	\$2.0m	Wetland/Retention System (57.5 m <sup>2</sup> ) and 900mm diameter outfall (4.0km @ \$750/m)	\$5.5m
Electricity		\$0		\$0		\$0
Gas	Upgrade gas main to site	\$0.18m		\$1.35m	Upgrade gas main to site	\$1.5m
Telecommunications		\$0		\$0		\$0
<b>Total</b>		<b>\$3.81m</b>		<b>\$8.9m</b>		<b>\$15.1m</b>
<b>Total per ha</b>		<b>\$91,000</b>		<b>\$162,000</b>		<b>\$161,000</b>

Source: TDM, 2017, 1/18/18, 2017. Note: costs exclude land acquisition.

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## 7. CANDIDATE AREA SUMMARY AND ASSESSMENT

### 7.1. INTRODUCTION

This section provides a summary of the findings related to issues and options identified throughout the analysis of this report.

### 7.2. CANDIDATE AREA SUMMARY

Table 20 shows a summary of the candidate areas and the characteristics of each that have been identified throughout the analysis.

**TABLE 20 CANDIDATE AREA SUMMARY**

Attributes	Candidate Area 1	Candidate Area 2	Candidate Area 3
Land area	42ha	55ha	100ha
Gross Developable Area (indicative)*	38ha	49.5ha	90ha
Indicative lot area (70% of GDA)*	28.6ha	34.7ha	63ha
Land ownership	2 owners, no identified constraints	5 owners, fragmented ownership could result in slow rate of development, no identified constraints	2 owners, potential ownership constraint to developing part of the site
Planning Zones and overlays	Farming Zone DDO6	Farming Zone DDO6 AEO1 (to be amended) AEO2 (to be amended)	Farming Zone DDO6
Current land use	Grazing	Rural residential Grazing Hospitality/Events	Grazing
Topography	Flat (sloping near river)	Flat	Flat
Key interfaces	Warric Industrial Estate Thompson River	West Sale Aerodrome Future Heavy Vehicle Bypass Rail line	Princes Highway Fulham Correctional Centre Council animal pound
Road access	Constrained road access	Direct access future bypass and Heyfield Rd roundabout Secondary access	Direct access to highway Secondary access Hopkins Rd Potential bypass access (Heyfield Rd roundabout)
Rail access	Adjacent rail line (no station)	Adjacent rail line (no station)	New rail line
Air freight	New aerodrome	Adjacent aerodrome	Later aerodrome
Infrastructure Costs	Moderate	High (potentially multiple beneficiaries)	High
Native vegetation	Yes	Yes	Yes
Cultural heritage	Sensitivity - O-MP needed	Voluntary O-MP recommended	High sensitivity - O-MP needed
Economic Opportunities	- Extend Warric Industrial estate - Leverage from existing business relationships and infrastructure	- Integrate with aerodrome uses - Leverage from heavy vehicle bypass	- Leverage from high exposure and access from Highway - Large sites possible
Main challenges	Road access	- Multiple ownership and reduced prospect of short term transition - Native vegetation	- Development costs and encumbered land (drainage and cultural heritage) - Landowner intentions - Prison interface

Source: Urban Enterprise, 2017

\*If no other details are possible 100% GDA/LA, 70% GDA/GDA



### 7.3. OPTIONS ASSESSMENT

The demand and supply assessment found that there is a reasonable supply of land appropriate to accommodate smaller, local industrial uses and related businesses in the existing land in Sale. There is, however, a lack of larger sites with suitable buffers to sensitive uses and ready access to major transport infrastructure available in the Sale area to accommodate larger strategic businesses.

Investigation of Candidate Areas has identified that each site has a range of opportunities and challenges that need to be considered. The Candidate Areas should be considered against the extent to which they meet the following criteria which generally apply to larger format industrial land uses:

1. Low number of land owners, larger lots, regular layout.
2. A low level of 'entrenched' uses / investment in improvements, and landowners open to the prospect of selling or developing in the near future.
3. Low levels of encumbrances (eg. flooding, native vegetation, cultural heritage, etc.) such that a reasonable proportion of the land can be developed without significant additional costs.
4. Flat land, readily serviced with costs at a level that is unlikely to compromise development feasibility.
5. Sufficient land that is suited to the types of demand identified / aligned with overall economic opportunities.
6. Separated from sensitive land uses.
7. Easily accessed from major roads, freight networks and export infrastructure.
8. Proximity to a labour force, a market and the source of produce, and
9. Ability to leverage from other Council and State investment.

Table 21 provides an assessment of the extent to which the Candidate Areas align with these criteria based on the analysis presented in this report. The assessment shows that although each of the Candidate Areas will have challenges to development, Candidate Area 2 best aligns with the criteria overall. This is primarily because there are no major issues identified with the area which cannot be overcome (i.e. those which present a potential barrier to development) compared with Area 1 (access issues) and Area 3 (potential cultural heritage issues as well as high infrastructure costs and a likely reduction in developable area due to stormwater retention requirements).

The main challenges to developing Candidate Area 2 could be addressed, including:

- Relatively high traffic infrastructure costs could be distributed across multiple beneficiaries; and
- Land ownership may restrict short term development but is not considered likely to be an enduring constraint to development.

Candidate Area 2 also presents significant potential economic benefits and synergies which could be derived from co-location with the Aerodrome (including the opportunity to form a consolidated aviation, manufacturing and business precinct), the potential future heavy vehicle bypass and the potential for long-term rail freight access.

**TABLE 21 ASSESSMENT OF CANDIDATE AREAS**

Criteria	Area 1	Area 2	Area 3
1	High	Medium	High
2	High	Medium	Medium
3	Medium	Medium	Low
4	High	Medium	Low
5	Medium	High	High
6	Medium	High	Low
7	Low	High	High
8	High	High	High
9	Low	High	Medium

Source: Urban Design, 2017

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## 8. STRATEGY

### 8.1. INTRODUCTION

This section identifies the recommended approach and actions for Council to facilitate the provision of new industrial land supply.

### 8.2. GENERAL RECOMMENDATIONS

Candidate Area 2 is recommended as the primary opportunity to provide new industrial land. Rezoning of industrial land in this location has the potential to form part of a broader economic precinct which incorporates the West Sale Aerodrome and surrounding public land, supported by major road, rail and air distribution infrastructure.

The main challenge with Candidate Area 2 is that land is in multiple ownership and currently used for residential purposes. This is likely to result in a development process which takes considerable time to enable site purchase and consolidation, planning, approvals and construction, during which time it is likely that no new large industrial sites will be available to the market in Sale. If this is the only larger industrial area in Sale and is not developed for some time, this could result in deferred investment by existing businesses seeking to move to larger premises, lost investment from new businesses seeking a location in Sale, and/or an accumulation of latent demand for medium to large industrial sites over time. In any case, the strategic attributes of the site (proximity to the West Sale Aerodrome, frontage to the future Sale bypass and opportunity to form part of an overall economic cluster with surrounding uses) are likely to result in this area reaching critical mass as a strategic employment area over the medium to long term.

Candidate Area 2 provides 49.5 hectares of gross developable area and indicatively 34.7 hectares of lot area capacity. The lot area would not meet the estimated land requirements for medium and large businesses, which is 40 hectares of lot area plus a contingency amount.

Given that there are some potential challenges with development of this area which could delay ultimate transition to industrial uses and potentially insufficient lot area to meet medium term land requirements, it is recommended that a secondary candidate area is also pursued for rezoning.

Candidate Area 1 is considered the best opportunity for short term development given the relatively low infrastructure costs and proximity to an existing industrial area, subject to securing road access and the findings of a Cultural Heritage Management Plan.

Candidate Area 1 has 38.1 hectares of development land and 25.5 hectares of indicative lot area. Individually, this lot area would also not meet the estimated requirements for medium and large businesses. The area also has a degree of uncertainty regarding road infrastructure required to "unlock" the site. As such, it is recommended that this area is rezoned concurrently with Candidate Area 2 to provide alternative/concurrent land supply.

Concurrently seeking to advance planning for two separate areas (total indicative lot area of 51.2 hectares) will mitigate the risk of identifying a preferred site which is subsequently found to have considerable development constraints, a prospect which cannot be completely ruled out through the analysis in this report. If both areas are ultimately successful in being rezoned and deliver new land to the market, it is expected that each could play a different and complementary role, whereby:

- Land near the aerodrome could form part of a strategic economic cluster which attracts larger businesses seeking distribution advantages and separation from urban areas, along with other businesses associated with aviation, while

- The Wairua area could attract a mix of local business growth, medium sized businesses of a similar nature to existing businesses in Wairua and potentially some smaller lots to provide some competition to the Wellington Business Park.

It is considered that any short term challenges associated with a potential 'over-supply' of industrial land would be outweighed by the benefits of seeking to facilitate investment and employment growth, especially in the context of challenging economic conditions in some traditional industrial sectors in Otago and the State government focus on facilitating economic transition and growth in the region.

The recommended actions are outlined as follows and should be undertaken concurrently wherever possible to expedite the delivery of new industrial land.

### 8.3. STRATEGIES AND ACTIONS

#### STRATEGY 1 Increase the supply of industrial land suitable for medium and large lots in Sale and Warruk

This Strategy has identified that there is a supply gap in Sale and Warruk for new industrial lots greater than 1ha in area. This gap may have contributed to lost investment and employment over recent years. It is recommended that Council adopts this strategy and pursues the actions identified to address the land supply gap as a matter of priority.

##### ACTION 1.1 Adopt the Strategy

ACTION 1.2 Allocate resources to the completion of identified actions, including seeking external funding to support actions and catalyst infrastructure where relevant.

#### STRATEGY 2 Develop a planning framework to guide and control future development

The following actions are recommended to implement the findings into the Wellington Scheme.

ACTION 2.1 Prepare a Planning Scheme Amendment which covers the following actions under Strategy 2.

ACTION 2.2 Identify Candidate Area 1 and 2 as preferred industrial growth areas on the Sale Framework Plan, and retain the identification of Candidate Area 3 as a potential long term industrial growth area subject to demand.

ACTION 2.3 Rezone Candidate Area 1 to the Industrial 1 Zone and Candidate Area 2 to the Industrial 1 Zone or alternative zone associated with the broader economic precinct (such as a Special Use Zone).

ACTION 2.4 Prepare a Development Plan Overlay addressing the actions from Strategies 3, 4 and 5 as relevant, including Environment, Infrastructure and Cultural Heritage actions.

ACTION 2.5 Prepare a Design and Development Overlay addressing the actions from Strategy 6 and incorporating input from the West Sale Aerodrome and RAAF.

ACTION 2.6 Prepare a Development Contributions Plan Overlay for both areas (or equivalent mechanism for Candidate Area 1) and supporting documentation to formalise arrangements for shared infrastructure funding.

#### STRATEGY 3 Define potential Cultural Heritage and ecological constraints to development

##### Candidate Area 1

- A Cultural Heritage Management Plan is required due to the high likelihood of aboriginal cultural heritage being present in the area. This process may take up to 12 months.
- Require preparation of a Preliminary Ecology Assessment. If there is evidence of protected species, targeted surveying will be required to confirm the initial assessment, with a focus on Growling Grass Frog, Grey-headed Flying Fox, Dwarf Galaxias and potential flora including Plains Grassy Woodland and Floodplain Riparian Woodland (any surveying is required to occur between October and February for the Growling Grass Frog).

##### Candidate Area 2

- Cultural Heritage is not immediately apparent in Candidate Area 2, therefore not formally triggering the need for a Cultural Heritage Management Plan. However, given the proximity to Candidate Area 3 and the potential for the sand deposits on that site to extend into Area 2, it is recommended that a preliminary Cultural Heritage Survey be undertaken. This is not a formal or binding assessment but will provide evidence as to whether any Cultural Heritage is likely to be present and will assist in mitigating the risk of major time delays if cultural

heritage is identified during the subdivision stage, given that if any form of heritage was to be found during development, work must immediately cease, and a Cultural Heritage Management Plan undertaken.

- Require preparation of a preliminary Ecology Assessment in conjunction with assessment of Candidate Area 1.

**ACTION 3.1** Require preparation of a formal Cultural Heritage Management Plan for Candidate Area 1.

**ACTION 3.2** Require preparation of a Preliminary Ecology Assessment for Areas 1 and 2 to observe the presence of protected flora and fauna.

**ACTION 3.3** Require preparation of a Preliminary Cultural Heritage Survey of Area 2.

#### **STRATEGY 4** Require consideration of specific infrastructure issues

The following infrastructure issues should be addressed as part of further planning for the candidate areas:

- More detailed survey data of the area is required to assess drainage catchments. With this data a stormwater management plan could be prepared to provide a clearer indication of development layout and the drainage works which will maximise the drainage catchment to the north and minimise stormwater flow to the south.
- The importance of vehicle access across the rail-line warrants a review of the impact of traffic on rail crossings in the vicinity.

**ACTION 4.1** Require the preparation of a survey and preliminary stormwater management plan and waterway management plan for Candidate Area 2, ensuring that all findings and options consider ways to integrate with proposed works associated with the Aerodrome expansion.

**ACTION 4.2** Require the preparation of a survey and preliminary stormwater management plan and waterway management plan for Candidate Area 1.

**ACTION 4.3** Require the preparation of a Risk Assessment with V/Line and the Road Authority to reveal the additional impacts on level crossings to be utilised for the relevant candidate area and measures required to mitigate any risk, building on the initial assessment prepared for this strategy.

**ACTION 4.4** Given that access arrangements for Candidate Area 2 (including the number of intersections) are not finalised, require further investigation of access arrangements to Sale-Heyfield Road at the time of detailed planning, considering the strategic nature and status of the Sale Alternative Truck Route.

#### **STRATEGY 5** Establish formal mechanisms for shared infrastructure funding

The provision of major infrastructure is required for all candidate areas. Infrastructure should be funded from a range of sources, primarily development proponents. Public investment / facilitation will also be important to unlock Candidate Area 1 with respect to road access from Hunt Place and Riverside Drive.

A range of potential beneficiaries exist for upgrades to infrastructure to support Candidate Area 2 – the timing, specific beneficiaries and potential funding partners should be identified and a plan formulated to optimise delivery of key enabling infrastructure in this area. This should also take into account the timing of the proposed Sale Alternative Truck Route works.

Development Contributions Plans (DCP) are likely to be required to formalise the delivery and funding of major shared infrastructure items in Candidate Area 2, and potentially Candidate Area 1 (although section 173 agreements may be an alternative in this area given there are only 2 landowners).

**ACTION 5.1** For Candidate Area 1, design suitable road access via Riverside Drive (including any necessary land acquisition or land swaps) and seek a funding contribution from relevant sources, including State government.

**ACTION 5.2** As part of future planning for the broader Aerodrome precinct, identify opportunities to co-fund major shared infrastructure items for Candidate Area 2 such as intersections and sewer/water extensions.

**ACTION 5.3** As part of any Planning Scheme Amendment, prepare a Development Contributions Plan (or equivalent mechanism) to set out requirements and conditions on which developers share major infrastructure costs.

**STRATEGY 6 Ensure that urban design and land use is optimised and minimise conflicts both for industrial areas and interface areas**

The ultimate development of each Candidate Area will need to have close regard to urban design to:

- Provide a high-quality environment for businesses, workers and visitors.
- Attract investment and business interest, given that key disadvantages of many existing industrial areas in Sale include relatively poor design quality and interface conflicts.
- Respond to the natural features of the nearby areas (especially the Thomson River in Candidate Area 1 and any areas of native vegetation and wetlands to be retained in either area) and integrate internal natural systems (eg. stormwater drainage reserves and overland flow paths) into usable open spaces as part of developments.
- Provide for active transport and local open space connections where possible.
- Present an attractive entrance to the Sale and Wurruk urban area along the Princes Highway corridor, using measures such as landscaping and setbacks where relevant.
- Protect existing uses from any impacts created by building design (eg. aerodrome and RAAF Base, however it is noted that existing controls are already in place to manage this).
- Protect new uses from impacts of existing uses, such as aerodrome noise, if and where relevant.
- Mitigate any impacts that development may on surrounding sensitive uses, including through setback or siting requirements for particular uses near the long-term Wurruk residential growth area in Candidate Area 1, and
- include suitable transition arrangements if part of a Candidate Area is developed while residences remain in others.

Other design and development controls may also be considered necessary to accord with Council's standard approach to urban design in industrial areas. It is also important to consider the cost impact on development when drafting urban design controls.

**ACTION 6.1** For both candidate areas, apply a Design and Development Overlay which addresses each consideration outlined in this Strategy to any land to be rezoned to the Industrial 1 Zone, including specific consideration of and alignment with the requirements of Clause 22.05 AEO2 for the portion of land (0.2ha) in Candidate Area 2 that is impacted by the overlay.

**ACTION 6.2** Liaise with DELWP to confirm whether a Correctional Facility is considered to be a sensitive use (or otherwise) in respect of Clause 52.10 as part of the planning for Candidate Area 2.

**STRATEGY 7 Establish and promote strategic economic clusters**

Candidate Area 2 in particular presents the opportunity to form part of a strategic economic cluster, incorporating the aerodrome and other public land. Actions are proposed which support and develop this concept and can be implemented by Council and other government agencies to facilitate investment in this area.

- ACTION 7.1** Partner with Regional Development Victoria to identify, support and fund the delivery of a strategic regional hub for aviation and related industries in Candidate Area 2 and surrounds.
- ACTION 7.2** Prepare a Strategic Property and Economic Opportunities Plan for the broader area surrounding and including Candidate Area 2, incorporating the Aerodrome, other public land and land situated between the Princes Freeway and the rail-line.
- ACTION 7.3** Liaise with VicRoads to communicate the benefits of the Sale Alternate Truck Route to future industrial land in Candidate Area 2 and ensure that planning for the route has regard for proposed future industrial land use in this area.
- ACTION 7.4** Partner with Invest Gippsland to promote new industrial land opportunities in Candidate Areas 1 and 2 and identify potential businesses and investors.
- ACTION 7.5** In the medium term, liaise with V/Line regarding long term freight distribution options and potential to integrate with Candidate Area 2.
- ACTION 7.6** When planning for the layout of the overall strategic economic cluster, consider the opportunity to establish a broader functional road network which connects Sale-Cowarr Road to Sale-Heyfield Road, north of the railway line.

## ATTACHMENTS

### ATTACHMENT A DATA AREA BOUNDARIES

TABLE 22 SALE SA2 BOUNDARIES, 2006, 2011, 2016



Source: Pempin, 2017

FIGURE 16 VIFSA SALE TOWN BOUNDARY, 2016



Source: Victoria in Future 2016

64 WEST SALE INDUSTRIAL LAND SUPPLY STRATEGY  
WILLINGBROOK TOWN COUNCIL



**ATTACHMENT B LIST OF CONSULTATION**

Agency/Business Name	Interest	Representative
ViRoads	Transport and access	Stuart Finneck
Aspnet	Infrastructure	Johna Benty
Oppokind Water	Infrastructure	Paul Young
West Otago Land Catchment Management Authority	Infrastructure	Adam Dunne
Environment Protection Authority	Planning and environment	Sarah Nash
Department of Environment, Land, Water and Planning	Planning, environment and public land	Alan Freitag, Carmel Hindmors, John Rowson
Wellington Shire Officers	Planning	Barry Heaney
Wellington Shire Officers	Planning	Ben Proctor
Wellington Shire Officers	Infrastructure	Sam Dye
DED/ITR	Transport and access	Kyle Franklin
DDO/ITR	Earth resources	David Wilson
ViTrack	Transport and access	Ernesta Demayne
Land/Business Owner	Business	Johna Keshab
Tetra	Infrastructure	
NBN	Infrastructure	
APA	Infrastructure	
Puskab	Candidate area interface	Geoff Lindsay
Cochem Diviner Real Estate	Real estate	Chris Morrison
Wellington Business Park	Development	Glenn Wardle
Palliser Correction Facility	Candidate area interface	Daf Clarke
West Gate Aerodrome (managed by Wellington Shire)	Candidate area interface	Daniel Gall
Federation Training	Candidate area interface	Darrin Day
Winnak Land owner	Candidate area interface	Dora Krujevic
Candidate Land Owner (area 1)	Candidate Area Owner	Details withheld
Candidate Land Owner (area 1)	Candidate Area Owner	Details withheld
Candidate Land Owner (area 2)	Candidate Area Owner	Details withheld
Candidate Land Owner (area 2)	Candidate Area Owner	Details withheld
Candidate Land Owner (area 2)	Candidate Area Owner	Details withheld
Candidate Land Owner (area 2)	Candidate Area Owner	Details withheld
Candidate Land Owner (area 3)	Candidate Area Owner	Details withheld
Candidate Land Owner (area 3)	Candidate Area Owner	Details withheld
<b>Contacted but no specific or detailed input received</b>		
Aboriginal Victoria	Cultural heritage	
Country Fire Authority	Emergency Services	
Regional Development, Victoria	Business / Economics	
Committee for Wellington	Business / Economics	



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# RESPONSE TO SUBMISSIONS

## West Sale and Wurruk Industrial Land Supply Strategy



### Submissions from Statutory Authorities (7)

Sub'n No.	Authority	Issues raised	Council Response	Proposed Changes
1.	Gippsland Water	<ul style="list-style-type: none"> <li>No further comments on the Strategy.</li> </ul>	<ul style="list-style-type: none"> <li>Comments noted.</li> </ul>	<ul style="list-style-type: none"> <li>No changes required.</li> </ul>
2.	West Gippsland Catchment Management Authority	<ul style="list-style-type: none"> <li>Will not support development area of Candidate Area 1 within the 1% AEP flood extent and/or with 30 metres of the Thomson River.</li> <li>Waterway Management Plan required to ensure long term protection of waterways and to minimise future maintenance requirements for the waterway buffer areas.</li> <li>Recommends preparation of a Stormwater Management Plan to demonstrate that the stormwater discharge is treated to satisfy the 'Urban</li> </ul>	<ul style="list-style-type: none"> <li>Draft Strategy identifies LSIO in Candidate Area 1.</li> <li>Draft Strategy does not identify the need for a Waterway Management Plan.</li> <li>Strategy (p.61) requires preparation of preliminary stormwater</li> </ul>	<ul style="list-style-type: none"> <li>No changes required.</li> <li>New Action 4.2 added to require preparation of a survey and preliminary waterway management plan and stormwater management plan for Area 1. Waterway Management Plan added to Action 4.1.</li> <li>No changes required</li> </ul>

Sub'n No.	Authority	Issues raised	Council Response	Proposed Changes
		<i>Stormwater Best Practice Environmental Management Guidelines' (CSIRO, 1999)</i>	management plans for Candidate Areas 1 & 2.	
3.	Department of Economic Development, Jobs, Transport and Resources	<ul style="list-style-type: none"> <li>Restrict new access to and from the proposed Sale Heavy Vehicle Alternative Route on Sale-Heyfield Road (from Candidate Area 2) to a single intersection only.</li> <li>A new railway crossing at Wurruk is not supported (at Candidate Area 1).</li> <li>If road access is provided at the eastern end onto the Sale-Heyfield Road, strongly encourage the removal of 1 of the 3 level crossings (Candidate Area 2).</li> </ul>	<ul style="list-style-type: none"> <li>Noted, however access arrangements can be finalised during detailed planning stage.</li> <li>A new railway crossing is not proposed.</li> <li>Noted, however ultimate road network should be considered as part of broader precinct planning.</li> </ul>	<ul style="list-style-type: none"> <li>New Action 4.4 added to require further consideration of this issue at the detailed planning stage.</li> <li>No changes required.</li> <li>New Action 7.5 added to require consideration of broader road network.</li> </ul>
4.	Department of Environment, Land, Water and Planning	<ul style="list-style-type: none"> <li>Concerned that too much land is proposed to be rezoned relative to demand.</li> <li>Concerned that proposed industrial area (at Candidate Area 2) will conflict with Clause 22.05 Aerodrome and Environs Policy.</li> </ul>	<ul style="list-style-type: none"> <li>Infrastructure and ownership issues led to two sites recommended for rezoning. Each could play a different role.</li> <li>Noted. Although this issue was addressed in the draft Strategy, can be strengthened in Final.</li> </ul>	<ul style="list-style-type: none"> <li>Industrial Land Demand and Strategy sections updated to include further input from Council officers regarding enquiries and to add further rationale and detail for rezoning two areas.</li> <li>Action 6.1 amended to make specific reference to Candidate Area 2 and Clause 22.05.</li> </ul>

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Sub'n No.	Authority	Issues raised	Council Response	Proposed Changes
		<ul style="list-style-type: none"> <li>Consideration should be given to ensure ongoing use and expansion plans of the Aerodrome are not impacted.</li> </ul>	<ul style="list-style-type: none"> <li>Aerodrome Masterplan and recent expansion was considered in relation to Area 2 in Draft Strategy</li> </ul>	<ul style="list-style-type: none"> <li>No changes required.</li> </ul>
5.	Environment Protection Authority Victoria	<ul style="list-style-type: none"> <li>EPA considers the Corrections Facility to be 'accommodation' and therefore a 'sensitive use'. Separation distances can be guided by <i>EPA Publications 1418 Recommended separation distances for industrial residual air emissions</i>.</li> <li>Consider measures supported by the West Gippsland Catchment Authority to ensure run off does not impact nearby waterways.</li> </ul>	<ul style="list-style-type: none"> <li>Strategy identifies that Clause 52.10, '<i>...does not explicitly include land used for a Correctional Facility as a sensitive use</i>' (p46).</li> <li>See response to Submission 2.</li> </ul>	<ul style="list-style-type: none"> <li>Note added that EPA considers a Correctional Facility to be a sensitive use, new Action 6.2 added to confirm this with DELWP.</li> <li>No changes required.</li> </ul>
6.	V-Line	<ul style="list-style-type: none"> <li>No further comments on the Strategy.</li> </ul>	<ul style="list-style-type: none"> <li>Comments noted.</li> </ul>	<ul style="list-style-type: none"> <li>No changes required.</li> </ul>
9.	Department of Defence	<ul style="list-style-type: none"> <li>Supports the Strategy</li> </ul>	<ul style="list-style-type: none"> <li>Support noted.</li> </ul>	<ul style="list-style-type: none"> <li>No changes required.</li> </ul>

### Submissions from the Community/Landowners (3)

Sub'n No.	Issue raised	Council Response	Proposed Changes
7.	<ul style="list-style-type: none"> <li>Run-off from new developments along the (Princes) Highway avenue will impact on surrounding areas.</li> <li>No objection to industrial development subject to adequate drainage provisions.</li> <li>Need to consider the role and responsibility of local government under the new State Drainage Strategy. Safe disposal and management of stormwater runoff will need to be a major concern given large areas of hard standing and potential for contaminants.</li> <li>Development must be sensitive to the future requirements (expansion) of the West Sale Aerodrome in a civilian and RAAF context.</li> </ul>	<ul style="list-style-type: none"> <li>Strategy recommends the preparation of preliminary Stormwater Management Plans prior to any new development commencing.</li> <li>Strategy recommends the preparation of a preliminary Stormwater Management Plan.</li> <li>Comments noted. The Draft Victorian Rural Drainage Strategy is currently still in preparation.</li> <li>Aerodrome Masterplan and recent expansion was considered in relation to Area 2 in Draft Strategy.</li> </ul>	<ul style="list-style-type: none"> <li>No changes required.</li> <li>No changes required.</li> <li>No changes required.</li> <li>No changes required.</li> </ul>
8.	<ul style="list-style-type: none"> <li>Development of Candidate Area 3 has the opportunity to discharge excess storm water into the present drain. With earthworks, upgrades and maintenance, water from Candidate Area 3 can flow to the Latrobe river and away from the Kilmany levee in Pearsondale.</li> </ul>	<ul style="list-style-type: none"> <li>Comments noted. Candidate Area 3 is not recommended for rezoning.</li> </ul>	<ul style="list-style-type: none"> <li>No changes required.</li> </ul>

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Sub'n No.	Issue raised	Council Response	Proposed Changes
	<ul style="list-style-type: none"> <li>Concerns regarding the ongoing management and maintenance of drains.</li> <li>Supports development of Candidate Area 3 – only if significant upgrades to the drainage are made.</li> </ul>	<ul style="list-style-type: none"> <li>Area 3 is not recommended for rezoning.</li> <li>Area 3 is not recommended for rezoning.</li> </ul>	<ul style="list-style-type: none"> <li>No changes required.</li> <li>No changes required.</li> </ul>
10.	<ul style="list-style-type: none"> <li>Reference to table drain on western side of Hopkins Road is not mentioned.</li> <li>Drainage from Candidate Area 3 and possibly Candidate Area 2 will potentially increase water onto submitters farmland. Drainage from roadways and industrial sites can impact on landowners' ability to meet Bio-security measures.</li> </ul>	<ul style="list-style-type: none"> <li>Existing drains were considered when drainage issues were assessed by the consultants.</li> <li>Area 3 is not recommended for rezoning. Strategy (p.61) requires preparation of preliminary stormwater management plans for Candidate Area 2.</li> </ul>	<ul style="list-style-type: none"> <li>No changes required.</li> <li>No changes required.</li> </ul>



# WEST SALE AND WURRUK INDUSTRIAL SUPPLY STRATEGY

APPENDICES REPORT

NOVEMBER 2017

WELLINGTON SHIRE COUNCIL

Urban Enterprise - Urban Planning / Land Economics / Tourism Planning / Industry Software

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APPENDIX A INFRASTRUCTURE REPORT



## INFRASTRUCTURE REPORT

### WEST SALE AND WURRUK LAND SUPPLY STRATEGY

AUGUST 2017

**Infrastructure Report**  
**WEST SALE AND WURRUK LAND SUPPLY STRATEGY**  
August 2018  
**Document Status**

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**Project Details**

<b>Project Name:</b>	INFRASTRUCTURE REPORT – WEST SALE AND WURRUK LAND SUPPLY STRATEGY
<b>Client:</b>	Urban Enterprise
<b>Client Project Manager:</b>	Joe Lynch
<b>Report Authors:</b>	Joe Lynch
<b>TGM Reference:</b>	16702-201
<b>Date:</b>	28 August 2017

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## 1 Introduction

This report supports the Strategy which is to provide a land use planning rationale to justify, rezone and facilitate the development of an appropriate area of land, in the short-medium term, within West Sale and Wurruk in accordance with the recommendations of the adopted 'Sale, Wurruk and Longford Structure Plan (2010)'.

The three sites nominated within the Structure Plan for potential future industrial growth are located:

- **Site 1**

To the west of the existing industrial zoned land in Wurruk; The site is within Wurruk and lies to the west of the existing industrial estate, between the Princes Highway (and railway line) to the south and the Thompson River to the north. It is approximately 42Ha in area and is currently within the Farming Zone. The site is partially affected by the Flood and Land Subject to Inundation Overlays to the north. Figure 1 outlines the area for Site 1.



Figure 1: Site 1

- **Site 2**

Site 2 lies to the north of the Princes Highway and to the east of the West Sale Aerodrome. Figure 2 outlines the Site 2 area.

The site is approximately 79Ha in area and is currently within the Farming Zone. Both the Airport Environs Overlay 1 & 2 apply to the land. The activities of the adjacent Aerodrome are a potential constraint on the land – particularly given that a process is currently underway to facilitate a 300m extension to the eastern end of the existing runway. Recent discussions between Urban Enterprise and

the Aerodrome Manager and Wellington Shire Council has indicated a land swap is required to facilitate an extension to the runway at the aerodrome. With this land swap the area adjustment is a definite 54.5ha with a potential 3.8ha another 2.0ha which is considered unlikely to be included. This land swap arrangement for Site 2 is detailed in Figure 3.

- **Site 3**

Site 3 lies to the east of the Fulham Correctional Centre and to the south of the Princes Highway. The land is approximately 104Ha in area and is currently within the Farming Zone. The land is affected by the Airport Environs Overlay 2. Figure 2 outlines the Site 3 area.



Figure 2: Site 2 and 3



Figure 3: Site 2 modified

This report focuses on:

identifying the key infrastructure requirements (including associated financial costs) that are necessary to 'unlock' the potential for the development of the identified additional land in the short-medium term that will assist in delivering the land to the market.

The following areas will be subjects of interest focussed on in this report:

- Water supply.
- Sewerage.
- Local government development requirements.
- Stormwater and issues inherent from local flooding and catchment management.
- Electricity.
- Gas supply.
- Telecommunications.



## 2 Summary of Previous Studies

A number of previous studies including the development Sale, Wurruk and Longford Structure plan have been undertaken in recent times and provide the platform for the West Sale and Wurruk Industrial Land Supply Strategy. Below is a brief summary of the previous investigations relevant to infrastructure in the West Sale and Wurruk area:

- Sale, Wurruk and Longford Structure Plan including Issues and Options Paper (2010):

The structure plan identified the areas in West Sale and Wurruk to facilitate industrial development. It was acknowledged capacity issues associated with providing cost-effective service infrastructure (e.g. piped water and sewerage) was apparent.

- Wellington Shire Council: Economic Development Strategy (2016-2022)

This report identified facilitating investment in infrastructure with the need to continue to invest in ports, rail and roads.

- Gippsland Regional Growth Plan (2014)

This report is a broader scale assessment and identifies Sale as an area that contains infrastructure. However, to facilitate growth it requires mid to high levels of investment to deliver infrastructure to support future growth.

- Wellington Planning Scheme Policy and Zone Amendments – Industrial and Business Zones (October 2007)

The report identified the West Sale Aerodrome and adjoining land as favourable sites suitable to accommodate future industrial land provision but acknowledged one of the major constraints to be the lack of infrastructure provision.

- Sale Industrial Land and Retail Assessment (May 2006)

This report identifies the need for any future industrial land supply to have appropriate transport connectivity and available infrastructure to service development.

- Sale Industrial and Bulky Goods Zone Areas Review (October 2004)

This report identifies that most industries require a range of services in order to operate effectively. While most industries have a standard requirement for services, it is important to acknowledge few industries are heavy users of various services and this is an important consideration when assessing existing infrastructure or new infrastructure.

### 3 Site infrastructure assessments

#### 3.1 Water Supply

Gippsland Water is the authority responsible for the provision of water facilities. The advice provided by Gippsland Water (GW) is:

Gippsland Water (GW) have completed water modelling to determine the effect of the three candidate sites on the existing infrastructure and advise what upgrades are required to service the ultimate scenario. For the base case GW used 500 lots via a sole feed from the residential area known as "The Ridge" water main. This was to test the existing 225mm main within Wurruk. Beyond 500 lots in Wurruk a secondary interconnection main is needed along Settlement Road. A copy of the water modelling report is in Appendix 1 of this report which includes a plan detailing the three nominated sites and the future residential growth area included in the modelling.

The three identified areas, as well a future subdivision were assigned relevant diurnal patterns to simulate their usage: The diurnal pattern applied for the industrial sectors were based on the existing pattern for the Wurruk/Sale industrial sector and an additional 20%. The current residential pattern in the catchment was applied to the 500 lot subdivision.

An average peak demand was applied to each of the areas by assuming a peak day consumption rate of 1300 L/Lot/Day and 5 lots per hectare for the industrial areas.

The peak hour demands of the three industrial areas were:

- Site 1 = 6.1 L/s
- Site 2 = 10.1 L/s
- Site 3 = 20.2 L/s

The findings from modelling undertaken by Gippsland Water are:

- Site 1 can be serviced without any upgrades to the existing system, via an extension of the 150 mm main along Hunt Place. For modelling purposes a 180 OD HDPE 100 main was used.
- Site 2 and Site 1 + Site 2 can be serviced with the existing network if moderate headlosses are accepted, particular with the later scenario,
- Site 3 individually will require a minimum upsize to 300 mm to avoid moderate to high headlosses along the 225 mm distribution main (4.2 km section).
- Any of the remaining options including Site 3, requires the 225 mm distribution main to be upgraded to a 375 or 450 mm. Furthermore the pumps at the Wurruk TWPS would need to be replaced in order to accommodate the increased flows and subsequent headlosses.

Basically the preliminary modelling and analysis indicates that Site 1 and Site 2 could be supported with minor pump station upgrades. Beyond that the 5km distribution main will need to be increased from 225mm to likely 375mm.

### 3.2 Sewer

Gippsland Water is the authority responsible for the provision of sewerage reticulation. The advice provided by Gippsland Water (GW) is:

#### Sewer - Site 1 (about 30 developable hectares)

The current Warruk Estate has a SPS (sewer pump station) with capacity for the additional 30 hectares.

The current sewer main to the north of current estate (Riverside Drive) has a sewer main with an Upstream Invert Level of 9.91 metres.

To service all of the area, with a sewer main extension the IL at the west extent of Area 1 will need to be about 17 metres.

Therefore about 50% of this area can gravitate and the other 50% will need to have a new sewer pump station.

All of the costs for this infrastructure would be borne by the developer.

Depending on the loading from the new estate the existing 150mm main may need to be increase to 225mm.



Figure 4: Site 1 – Existing Sewer Infrastructure

**Sewer - Site 2 (about 50 developable hectares) – assessed individually**

There is no sewer in this area. The rising main from the Fulham Correctional Facility SPS runs up Hopkins Road and then along the Princes Hwy into Wurruk (roundabout before bridges). About 7600 metres in length.

The rising main is DN200 DIICL PN35 RRJ.

The typical dry weather loading in GW region for light industrial is about 6500 litres/day/hectare. Therefore an average dry weather of 3.8 l/s for the 50 hectares.

With wet weather added – increase by factor of 6 (rule of thumb) – therefore about 22.8 l/s.

Potentially this 22.8 l/s could be injected in the rising main, at chainage 1600 metres, however this will significantly impact the flow rate of the Fulham Correctional SPS (FC SPS).

The frictional headloss of the FC SPS is currently about 35 metres (35 l/s). Adding an additional 22.8l/s at chainage 1600, will increase the frictional headloss by another 52 metres.

For this area to go either the FC SPS will need to be upgraded (pumps, electrics, detention storage) or the rising main increased to reduce the frictional headloss.

**Sewer – Site 3 (about 100 developable hectares) – assessed individually**

There is no sewer in this area. The rising main from the Fulham Correctional Facility SPS runs up Hopkins Road and then along the Princes Hwy into Wurruk (roundabout before bridges). About 7600 metres in length.

The rising main is DN200 DIICL PN35 RRJ.

The typical dry weather loading in GW region for light industrial is about 6500 litres/day/hectare. Therefore an average dry weather of 7.6 l/s for the 100 hectares.

With wet weather added – increase by factor of 6 (rule of thumb) – therefore about 45.6 l/s.

The injection point would be at chainage 300m, and again will significantly affect the flow rate of FC SPS.

The frictional headloss of the FC SPS is currently about 35 metres. Adding an additional 45.6l/s at chainage 300, will increase the frictional headloss by another 143 metres (178 metre of friction).

For this area to go **BOTH** the FC SPS will need to be upgraded **AND** the rising main increased to reduce the frictional headloss.

**Old rising main from Fulham.**

Figure 5 details an abandoned GW rising main which has been identified by the water authority as a potential item of infrastructure that could potentially be utilised as a stormwater outlet. It may have a benefit to provide a slow release outlet for stormwater from future development in the area. The condition of the rising main is considered to be fair.



Figure 5: Old 150mm diameter rising mains from Fulham

### 3.3 Stormwater

#### Wellington Shire Council

The existing local drainage is maintained by Wellington Shire Council (WSC). Advice from Wellington Shire Council engineering department is:

The typical IDM industrial street cross section drawing of, Table 2 Urban Road / Street characteristics in the IDM (refer Figure 6 below) would enable for appropriate overland flow paths for stormwater.

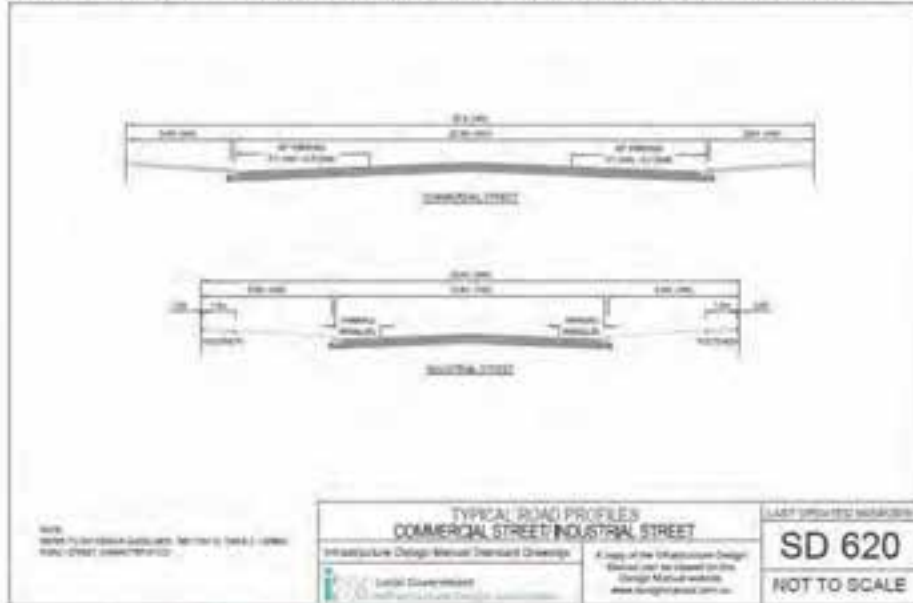


Figure 6: Typical industrial street cross section

Drainage will follow the same approach as a typical low density residential zone development. Industrial subdivisions drainage must cater for the 10% AEP event with 1% event typically as overland flow. Outfalls for the candidate areas are described below:

- **Site 1**

Subject to West Gippsland Catchment Management Authority (WGCMA) approval/conditions but likely to the Thompson River to the north of the site. Overland flow to river will be okay with treatment;

- **Site 2**

There is an existing drain along the eastern extent airfield which eventually drains down to the Central Gippsland No. 4 drain as highlighted in Figure 7. Overland flow is expected to be okay with typical levels of retention though it will require further detailed investigation. There is a current project to extend the runway which Wellington Shire Council will be required to re-arrange the final drainage in this area but it will ultimately drain to the same No. 4 drain.



Figure 7: Central Gippsland Drain No.4

- **Site 3**

There is a nominated drain which is part of the Kilmany drainage system as per Figure 8. The site can discharge into this drain however the final stormwater strategy may need to take into account for a higher level of retention as any water not lost through evaporation and transpiration may ultimately drain to the private levee near the outlet to the Latrobe River. Any future development needs to account for any additional overflow from the land which would need to be managed by water harvesting or retention before ever hitting the levee bank which is approximately 7km away from the site.



Figure 8: Kilmany Drain

#### West Gippsland Catchment Management Authority

West Gippsland Catchment Management Authority (WGCMA) are a government organisation responsible for managing the land and water resources in West Gippsland. Advice from the West Gippsland Catchment Management Authority (CMA) includes:

Figure 9 highlights the designated waterways and known flood extents in the Wurruk area.

Unique to this area is a flood levee known as the Kilmany Levee Bank. Although this area is unique as any significant stormwater flow that drains to this area needs to be pumped past the levee bank, it is acknowledge that pumping of stormwater is very infrequent. The actual flow from the catchment that reaches the levee bank is very minimal as most water is either stored in existing farm dams, waterways and lost through evaporation and transpiration. The cost of pumping the stormwater falls to the land holders who own land behind the levee.

It is likely that part of Site 2 and all of Site 3 would drain to this point. Without further detailed hydrological and hydraulic analysis which is not included in this study, it is difficult to determine the actual size of sub catchment within site 2 that drains to the Kilmany drain. However, the land in the region is reasonably flat and therefore future development can be engineered to ensure a significant portion of the catchment drains to the north and discharges into the Central Gippsland Drain No.4.



In Figure 9 WGCMA have highlighted the drainage path from Site 2 and Site 3 to the Kilmany Levee which is shown as a red line.

If stormwater does drain to this location it will need to be managed to meet best practice stormwater quality targets as well as ensure that the quantity is managed. This will potentially require additional on site storage compared to traditional best practice stormwater treatment.

Based on the above requirements TGM have calculated that to manage stormwater runoff to pre development rates and volumes requires drainage reserves to be set aside to enable stormwater detention. The encumbered land for:

- Site 2 is 4.06ha
- Site 3 is 8.48ha

Which equates to approximately 8% of the land area. The above is based on a rudimentary calculation and does not include any detailed assessment to calculate flood hydrographs and assess streamflow routing. Hence the area required to set aside for stormwater detention may possibly be of a greater percentage than those above. The above also assumes an average storage depth of 0.5m. If the storage depth can be increased this can reduce the actual area required for detention.

As noted in section 3.2 Gippsland Water have advised of a redundant rising main that heads to the La Trobe River from Fulham correctional facility via Hopkins Road. This is a 150mm diameter pipe which would have capacity to discharge a small amount of stormwater. It would have minimal benefit to reduce the on site detention. To provide a more appropriate sized drainage outlet along this route a nominal size 900mm diameter pipe is recommended. The distance to the La Trobe River is 400m so the cost to deliver this drainage outfall is approximately \$3.0 million.

It is noted that Site 1 does not require the same level of stormwater detention as there is a great ability to discharge the stormwater to the Thompson River. However, Site 1 is subject to flooding from the Thompson River and therefore is affected by a flood extent. The area that is encumbered by a flood extent can be utilised so locate a stormwater treatment system including any additional flood storage. Final approvals would be subject to WGCMA assessment.



Figure 9: Designated Waterway and Kilmany Drain

### 3.4 Electricity

The advice from Ausnet, the electrical authority responsible for electricity infrastructure, is that it appears the current infrastructure is sufficient to support additional loading of 1–2 MVA in the shorter term.

As shown in Figure 10 AusNet Services has two rural style 22kV line known as MFA23 and SLE14 distribution feeders.

- These feeders presently have the capability to support 1-2MVA in the location shown.
  - This should be suitable for the first stages of development.
  - This may not be capable of supporting the ultimate demand of these sites. This will depend significantly on the electrical demand of customers within the estate.
  - Augmentation to the lines can be undertaken and this will increase the availability of power. This can be determined once development is undertaken.
- Normal supply policy contribution and cost will be incurred to reticulate the site.



Figure 10: Electricity – Existing Infrastructure

### 3.5 Gas

APA Group are responsible for managing the gas supply network in Sale. The advice received from APA includes:

- The subject sites are adjacent to existing gas reticulation infrastructure but not of a capacity to support any major industrial loads. The current infrastructure has been installed to suit the supply required for Fulham and the Aerodrome.
- APA Networks do not automatically reticulate industrial estates, supply is determined from customer connection requests – generally made through a retailer.
- To supply any major load, either duplication of the existing supply main or upstream augmentation maybe required.

### 3.6 Telecommunications

The agent for the roll out of the telecommunication services will be the responsibility of the National Broadband Network (NBN).

The Dial before you Dig information indicates NBN assets are located within this region. According to the NBN website it is also noted that the Wurrak region is NBN ready and new and existing developments can connect to the NBN service through a NBN provided.

There is no expectation for any backhaul charges.

#### 4 Site Infrastructure Comparison

Based on the infrastructure assessments the below table assesses a comparison between each site in terms of what infrastructure upgrades are necessary and what the potential costs are required for upgrade to these area to meet the future development. The below table is based on a light industry demand.

Infrastructure Item	Site 1		Site 2		Site 3	
	Description of Upgrade	Cost (\$ mil)	Description of Upgrade	Cost (\$ mil)	Description of Upgrade	Cost (\$ mil)
Water	Can be serviced without any upgrades to the existing system, via an extension of the 150 mm main along Hunt Place	\$0	Site 2 and Site 1 + Site 2 can be serviced with the existing network	\$0	Site 3 individually will require a minimum upsized to 300 mm to avoid moderate to high headlosses along the 225 mm distribution main (4.2 km section) (@\$500/m)	\$2.1 mil
Sewer	New sewer pump station for 50% of site.	\$0.75	Fulham Correction SPS to be upgraded.	\$1.5	The Fulham Correction SPS will need to be upgraded (\$2.1mil) <b>AND</b> the rising main upgraded (7.6km). (4.2km @ \$500/m)	\$4.2
Stormwater	Wetland/ Detention System	\$1.0	Wetland/ Detention System	\$2.0	Wetland/ Detention System (\$2.5mil) and 900mm dia outfall (4.0km @ \$750/m)	\$5.5
Electricity		\$0		\$0		\$0
Gas	Upgrade gas main to site	\$0.18	Upgrade gas main to site	\$1.35	Upgrade gas main to site	\$1.50
Telecommunications		\$0		\$0		\$0
<b>TOTAL</b>		<b>\$1.93</b>		<b>\$4.85</b>		<b>\$13.30</b>

Figure 11: Infrastructure comparison

## 5 Summary

The three nominated sites in West Sale and Wurruk have been assessed to determine whether existing infrastructure can support future industrial development and where necessary, what investments are necessary and what constraints exists. The assessment was based on assessing existing data and reports, and consultation with key authorities and stakeholders.

Based on previous studies it was identified the areas had a reasonable level of infrastructure in the area but there was a definite need for investment to facilitate future growth.

The study has determined that Site 1 has the least investment required while Site 3 requires the highest investment. It is important to acknowledge the land areas are not equal so it is disproportionate. If the areas were of equal size the actual costs would change. However, it is clear that site 2 and 3, regardless of their size do have infrastructure constraints, namely sewer and stormwater.

It was established that Site 3 is heavily constrained with site stormwater management in that any increase in stormwater outflow from future development impacts downstream landowners who are required to manage existing stormwater from upstream properties. Changes to the stormwater conditions adversely impacts these landowners. Site 2 also has a sub catchment area subject to the same conditions to site 3. Hence, to manage stormwater for Site 2 and 3 land from these areas are to be made available for on-site detention.

Site 1 is subject to having access to the existing industrial area to the east and has been assumed in this report. Therefore direct access to this industrial area is necessary to ensure development of Site 1, otherwise, the infrastructure investment will be more significant.

Finally, this report has assessed the land use for industrial growth primarily on light industry demand. Should there be an industrial business that require a heavy demand on infrastructure it would result in the need for larger infrastructure upgrades to those identified in this report. However, given the assessment is based on the same industrial demand for each of the candidate sites it is a relative comparison and it would be expected similar differences but on larger cost scales.

## 1 Appendix 1 (Gippsland Water - Water Modelling Report)



# West Sale & Wurruk Industrial Modelling Results

## Objective:

Determine the effect the three candidate areas identified in the West Sale & Wurruk Industrial Land Management Strategy would have on the existing water infrastructure in the area, and determine what upgrades are required to service the ultimate scenario (3 areas).



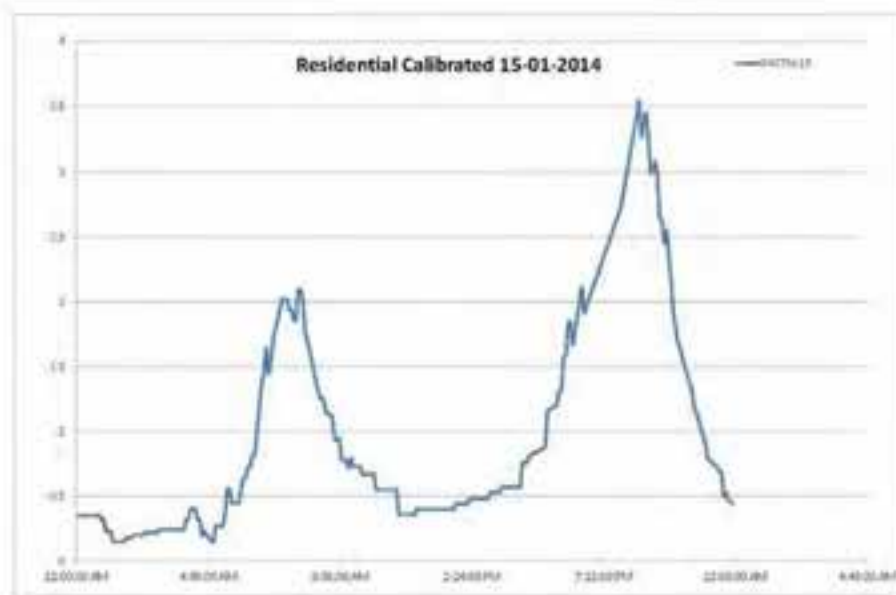
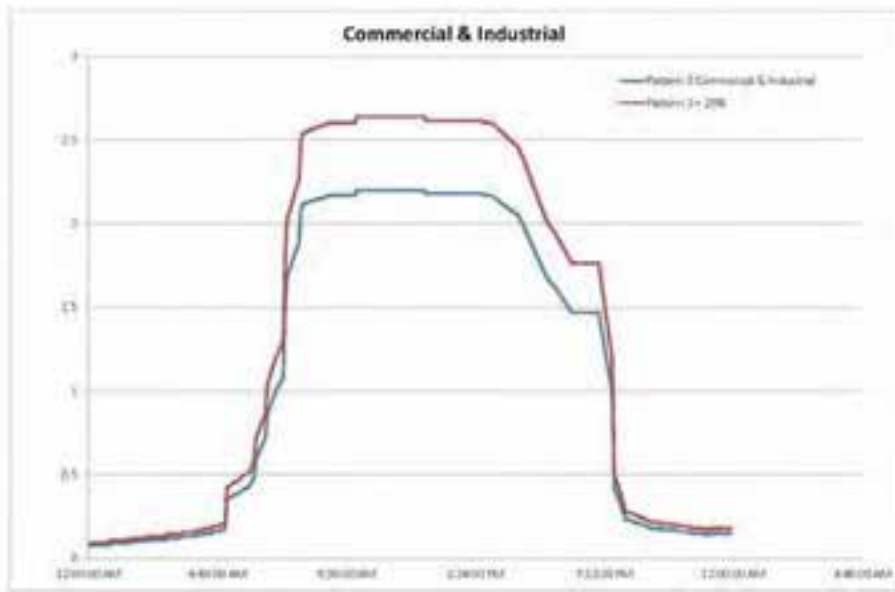
## Procedure:

The three identified areas, as well a future subdivision were assigned relevant diurnal patterns to simulate their usage: The diurnal pattern applied for the industrial sectors were based on the existing pattern for the Wurruk/Sale industrial sector and an additional 20%. The current residential pattern in the catchment was applied to the 500 lot subdivision.

An average peak demand was applied to each of the areas by assuming a peak day consumption rate of 1300 L/Lot/Day and 5 lots per hectare for the industrial areas.

The peak hour demands of the three industrial areas were:

- Area 1 = 6.1 L/s
- Area 2 = 10.1 L/s
- Area 3 = 20.2 L/s



## Results

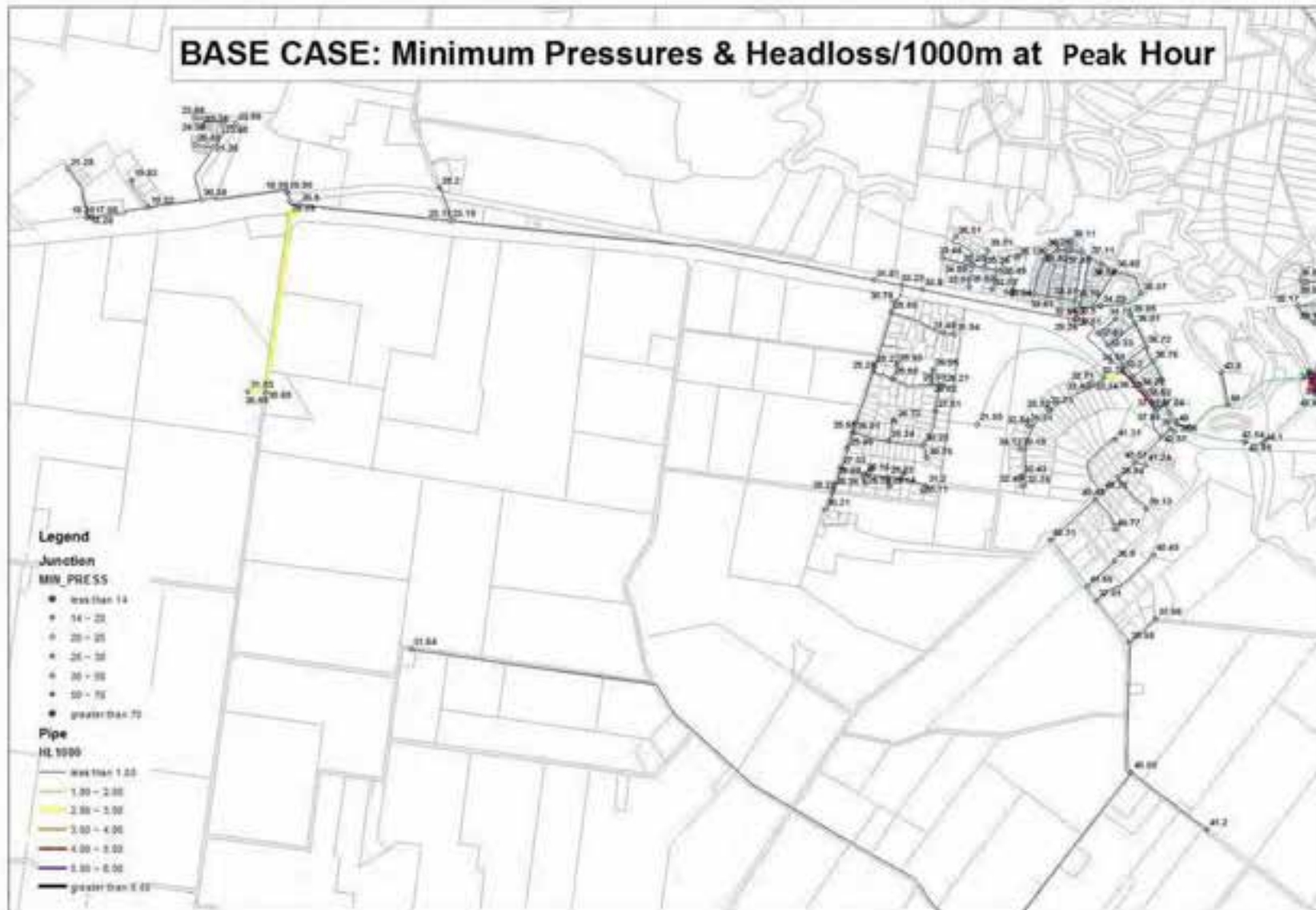
Scenario	Pressure Affects	Headloss Affects	Infrastructure Upgrades Required
Base Case	Minimum Pressure = 17.96 m at the westerly most point at the corner of Mortimer Drive and Hawker Place.	Negligible headloss along 225 mm distribution main, with 2-3m headloss/100m along 150 mm main to Wurruk Correctional Facility.	Nothing Required
AREA 1	Minimum Pressure = 17.75 m at the westerly most point at the corner of Mortimer Drive and Hawker Place.	Negligible headloss along 225 mm distribution main, with 2-3m headloss/1000 m along 150 mm main to Wurruk Correctional Facility.	Nothing Required
AREA 2	Minimum Pressure = 18.65 m at the westerly most point at the corner of Mortimer Drive and Hawker Place.	1-2 m headloss/1000 m along 4.2 km section of 225 mm main. 2-3 m headloss along new 150 mm main to service Area 2. 4-5 m headloss/1000 m along Wurruk Correctional Facility main.	4.2 km of 300 mm main is required to replace the existing 225 mm distribution main to minimise headloss. The main should be larger than 300 mm (i.e. 375 mm) if Area 3 is also planned.
AREA 3	Minimum Pressure = 18.53 m at the westerly most point at the corner of Mortimer Drive and Hawker Place.	2-3 m headloss/1000 m along 5.0 km section of 225 mm main. 4-5 m headloss/1000 m along Wurruk Correctional Facility main.	4.2 km of 300 mm main is required to replace the existing 225 mm distribution main to minimise headloss. The main should be larger than 300 mm (i.e. 375 mm) if Area 3 is also planned.
AREA 1 + AREA 2	Minimum Pressure = 18.63 m at the westerly most point at the corner of Mortimer Drive and Hawker Place.	1-2 m headloss/1000 m along 4.2 km section of 225 mm main. 2-3 m headloss along new 150 mm main to service Area 2. 4-5 m headloss/1000 m along Wurruk Correctional Facility main.	No upgrades are required if O/W are willing to accept moderate headloss during peak periods along the 4.2 km section of the 225 mm main.
AREA 1 + AREA 2 + AREA 3	All pressures west of Sale Heyfield Road are well below customer charter. The Wurruk Booster Pump Station is unable to produce the required head to over the headloss and the increased demand of the industrial areas.	4-5 m headloss/1000 m along 4.2 km section of 225 mm main. 2-3 m headloss along new 150 mm main to service Area 2. 4-5 m headloss/1000 m along Wurruk Correctional Facility main.	4.2 km of >300 mm main is required to replace the existing 225 mm distribution main to minimise headloss and bring pressures to customer charter levels. Furthermore the Wurruk TWPS cannot produce the head required to overcome the substantial headloss. A larger main is likely to reduce the headloss in the main, thus potentially eliminating the need for a pump upgrade.
AREA 1 + AREA 2 + AREA 3 (With 300 mm Upgrade)	Pressures are better with 300 mm main; however areas west of Hopkins Road still remain below charter.	1-2 m headloss/1000 m along 4.2 km section of 225 mm main. 2-3 m headloss along new 150 mm main to service Area 2.	This scenario shows that a 300 mm main is not sufficient and hence a 375 or 450 mm is required if both Areas 2 and 3 are proposed.  Pressures issues still remain and hence with this ultimate scenario, a pump capable of producing around 100m head would be required.

AREA 2 + AREA 3	All pressures west of Sale Heyfield Road are well below customer charter. The Wurrak Booster Pump Station is unable to produce the required head to over the headloss and the increased demand of the industrial areas.	4-5 m headloss/1000 m along 4.2 km section of 225 mm main. 2-3 m headloss along new 150 mm main to service Area 2. 4-5 m headloss/1000 m along Wurrak Correctional Facility main.	4.2 km of >300 mm main is required to replace the existing 225 mm distribution main to minimise headloss and bring pressures to customer charter levels. Furthermore the Wurrak TWPS cannot produce the head required to overcome the substantial headloss. A larger main is likely to reduce the headloss in the main, thus potentially eliminating the need for a pump upgrade.
AREA 2 + AREA 3 (With 300 mm Upgrade)	Pressures are better with 300 mm main; however areas west of Lyon Crescent still remain below charter.	1-2 m headloss/1000 m along 4.2 km section of 225 mm main. 2-3 m headloss along new 150 mm main to service Area 2.	This scenario shows that a 300 mm main is not sufficient and hence a 375 or 450 mm is required if both Areas 2 and 3 are proposed. Pressures issues still remain and hence with this ultimate scenario, a pump capable of producing around 100m head would be required.
AREA 1 + AREA 3	Minimum Pressure = 18.57 m at the westerly/most point at the corner of Mortimer Drive and Hawker Place.	2-3 m headloss/1000 m along 5.0 km section of 225 mm main. 4-5 m headloss/1000 m along Wurrak Correctional Facility main.	The 5.0 km section of 225 mm main would need to be upgraded to a minimum of 300 mm to ensure moderate-high headlosses are not experienced during peak periods.

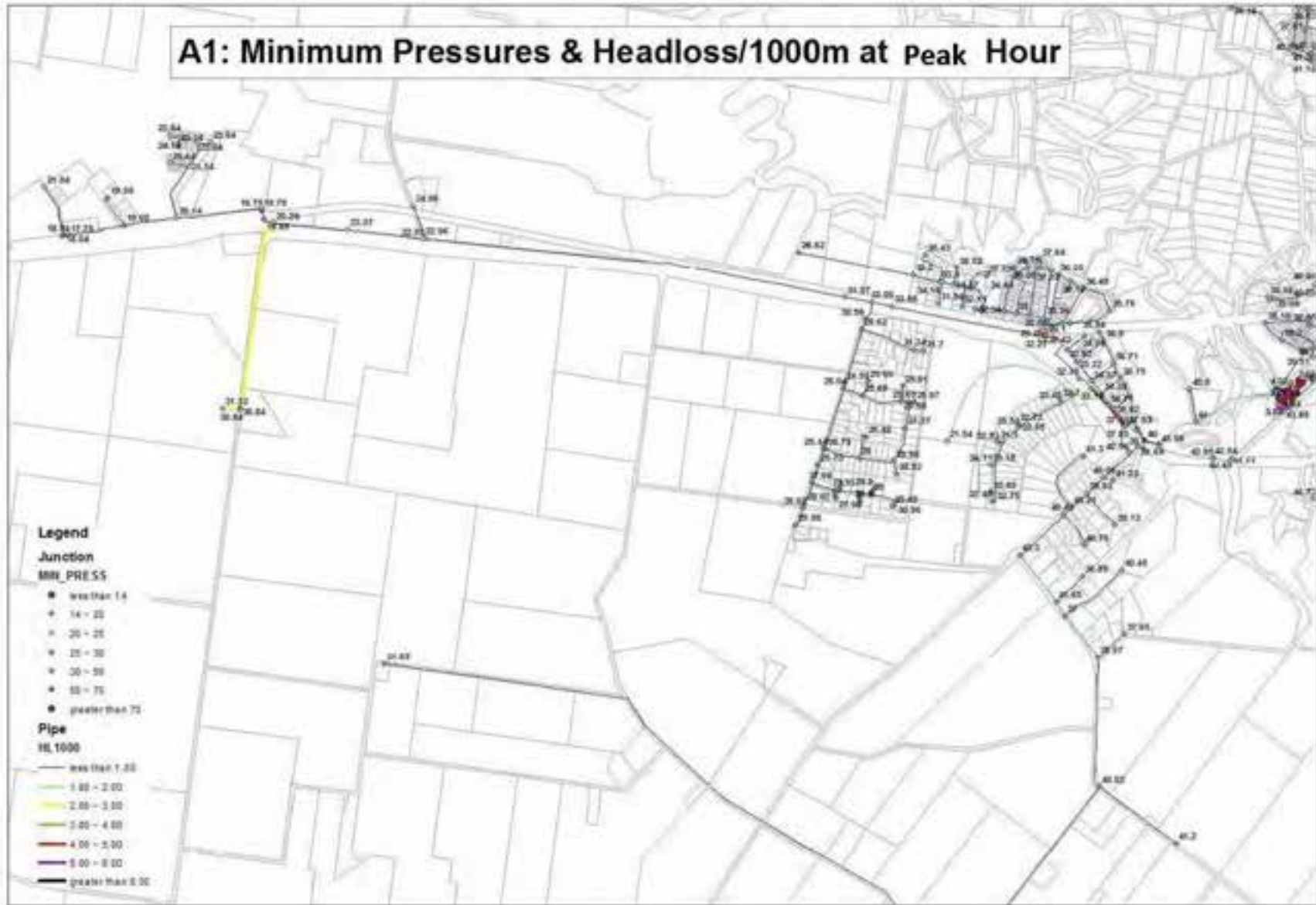
### Conclusion

- Area 1 can be serviced without any upgrades to the existing system, via an extension of the 150 mm main along Hunt Place. For modelling purposes a 180 OD HDPE 100 main was used.
- Area 2 and Area 1 + Area 2 can be serviced with the existing network if moderate headlosses are accepted, particular with the later scenario.
- Area 3 individually will require a minimum upsize to 300 mm to avoid moderate to high headlosses along the 225 mm distribution main (4.2 km section).
- Any of the remaining options including Area 3, requires the 225 mm distribution main to be upgraded to a 375 or 450 mm. Furthermore the pumps at the Wurrak TWPS would need to be replaced in order to accommodate the increased flows and subsequent headlosses.

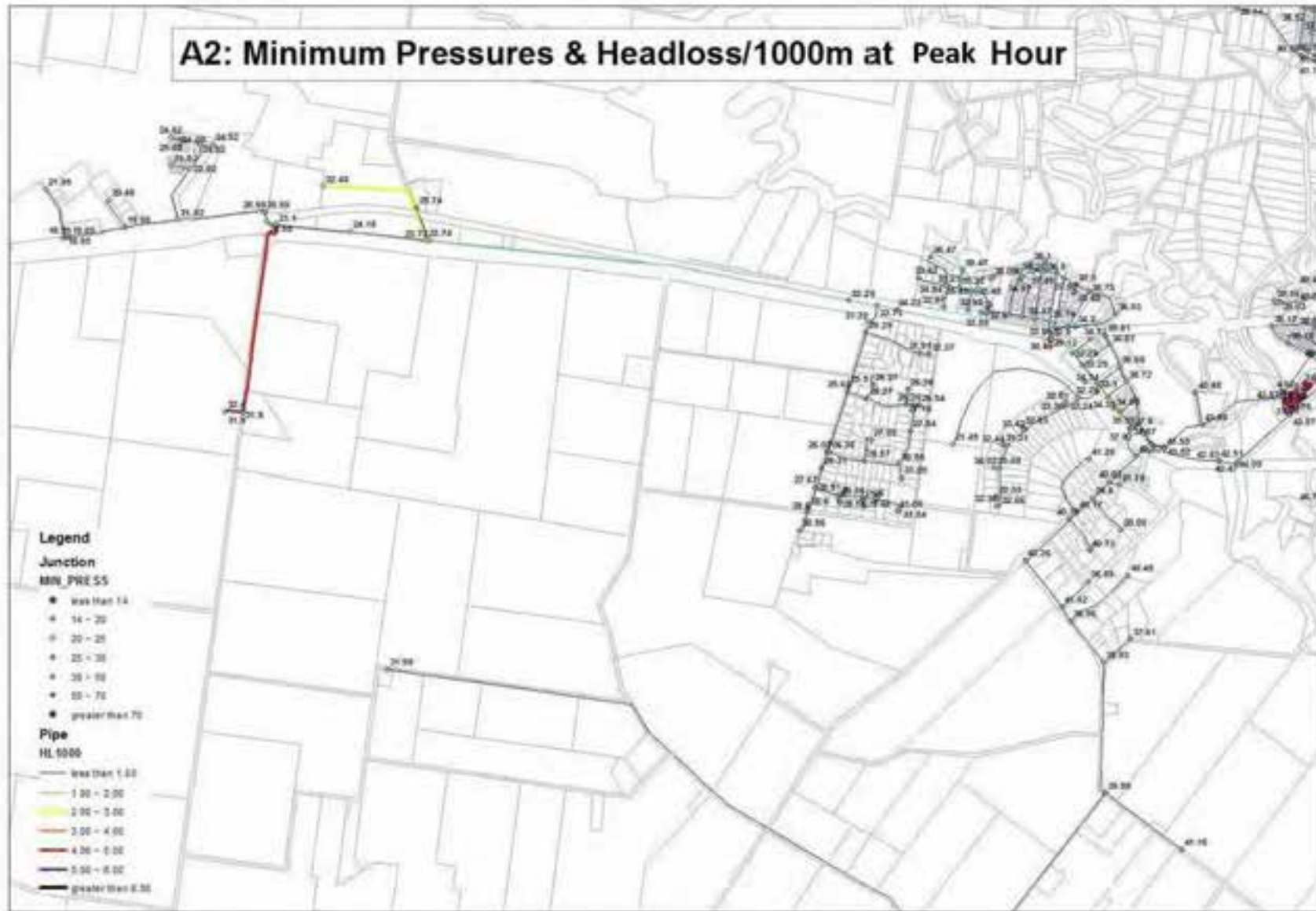
# BASE CASE: Minimum Pressures & Headloss/1000m at Peak Hour



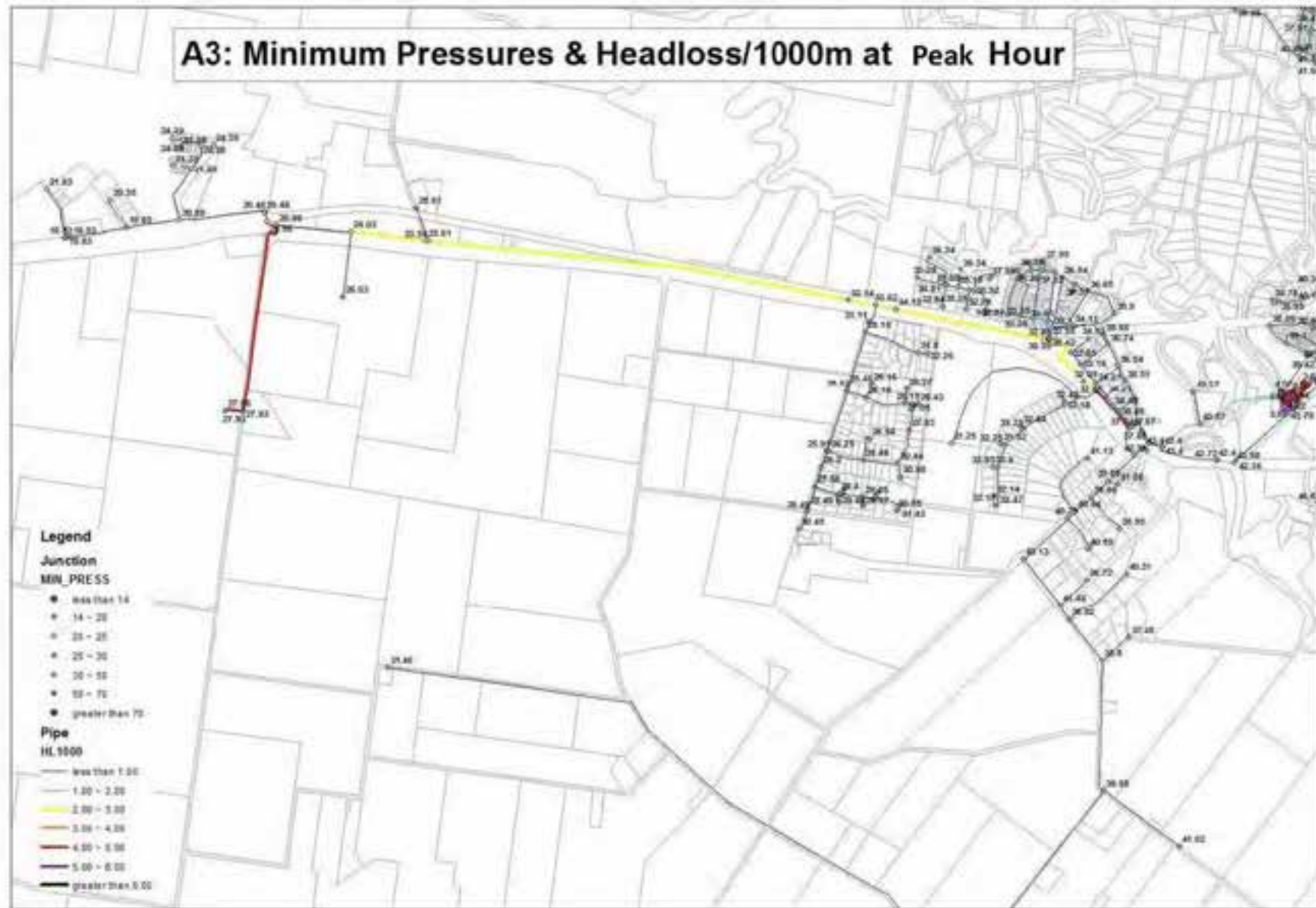
# A1: Minimum Pressures & Headloss/1000m at Peak Hour



## A2: Minimum Pressures & Headloss/1000m at Peak Hour

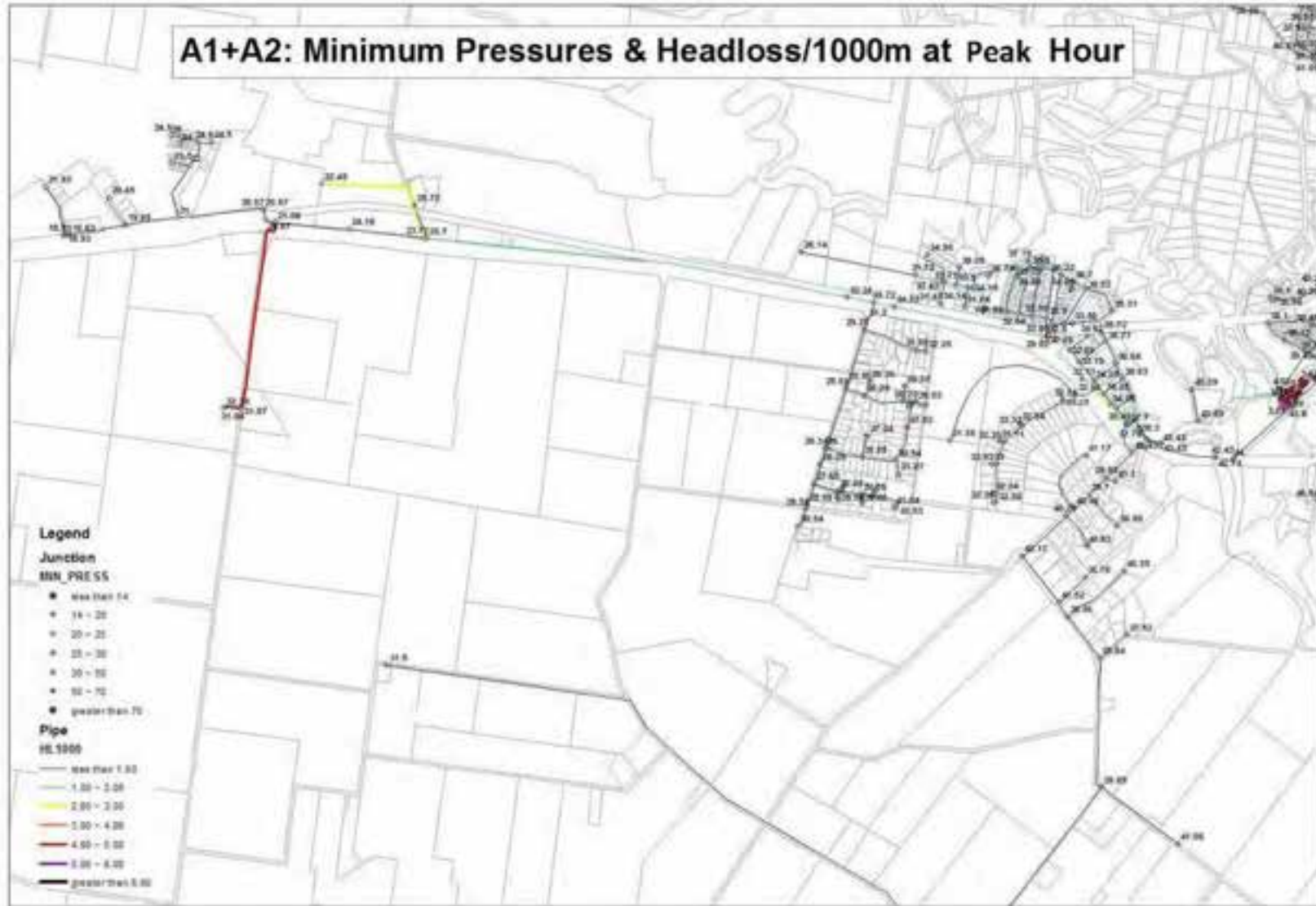


### A3: Minimum Pressures & Headloss/1000m at Peak Hour

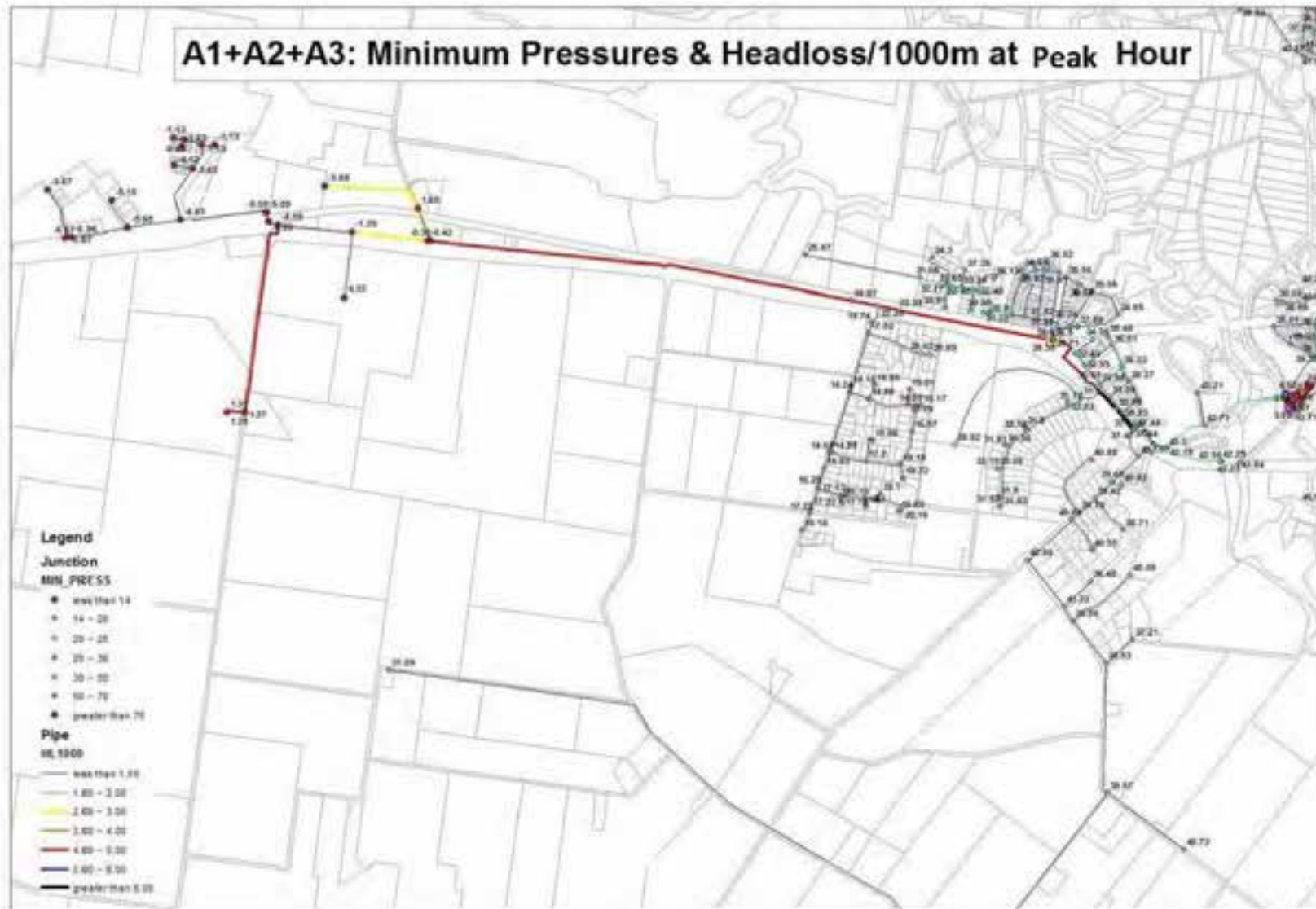




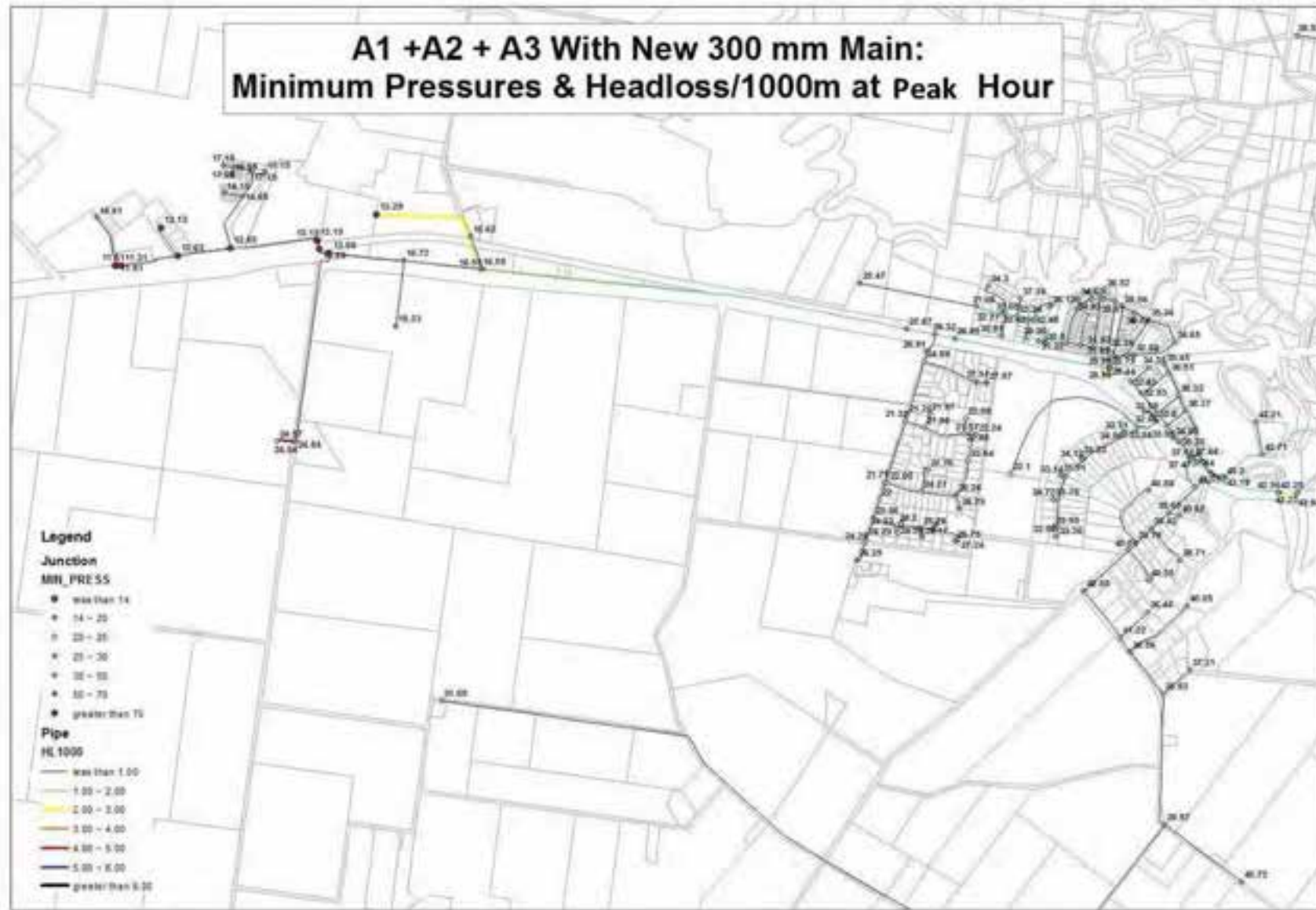
# A1+A2: Minimum Pressures & Headloss/1000m at Peak Hour

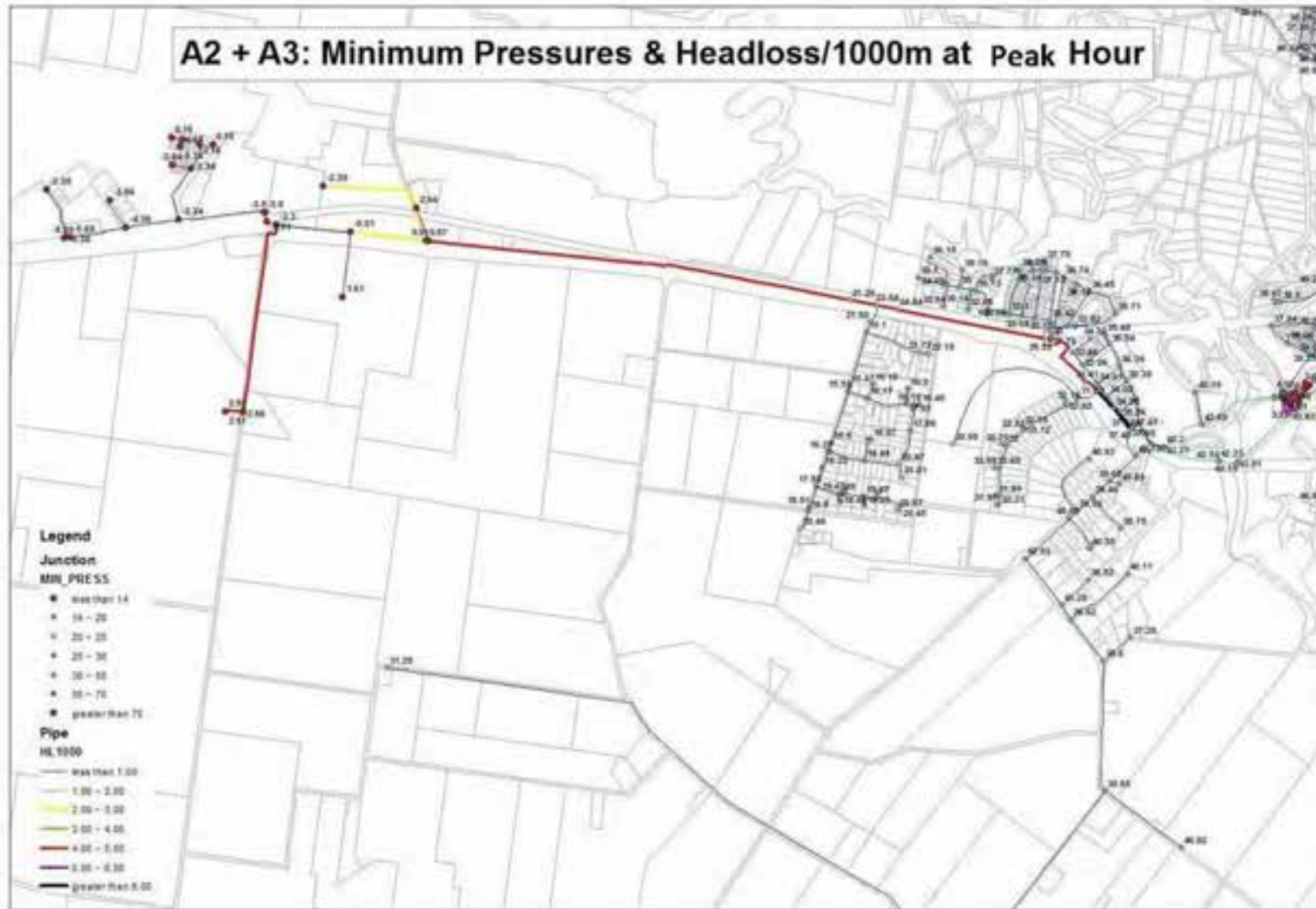


## A1+A2+A3: Minimum Pressures & Headloss/1000m at Peak Hour

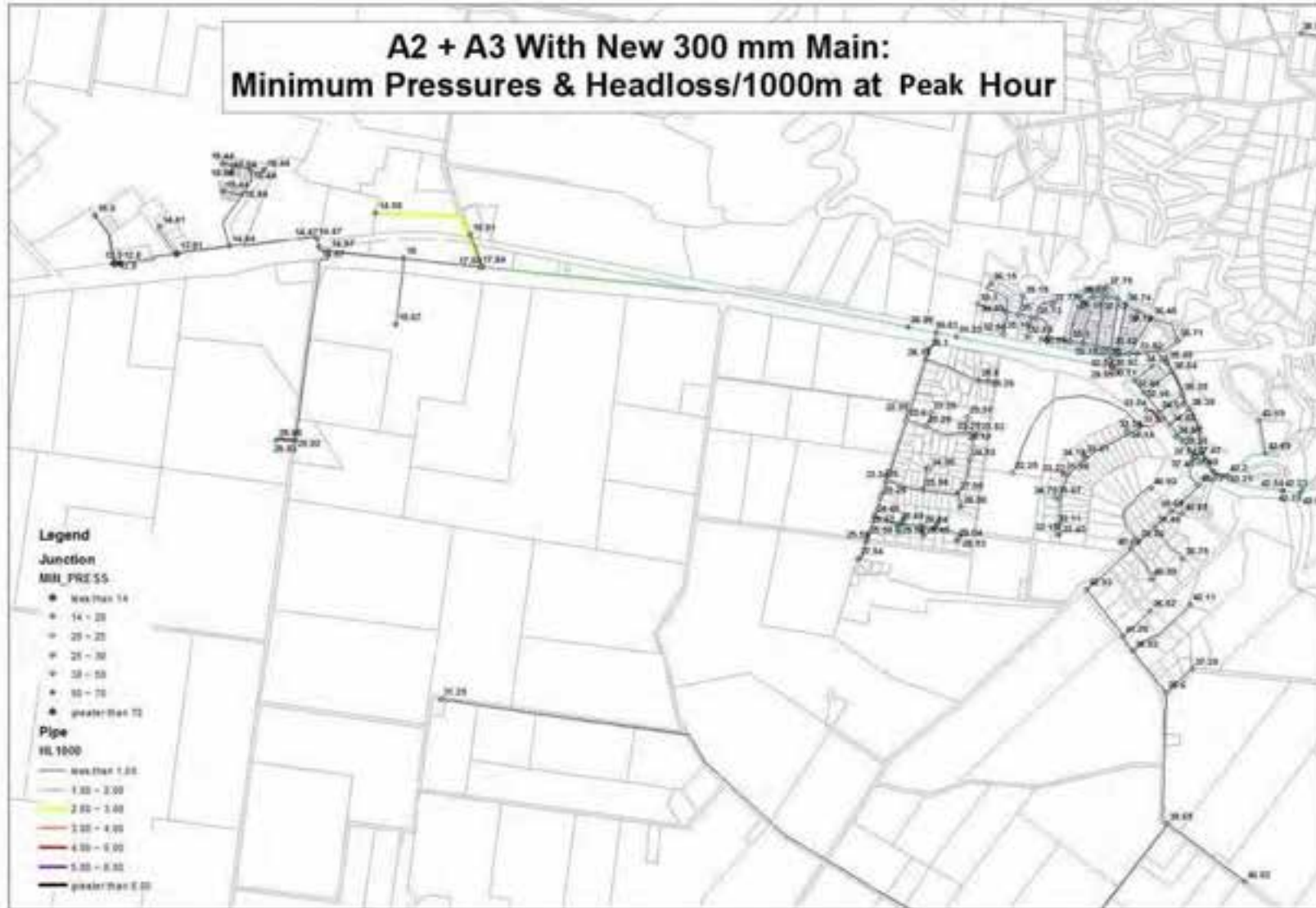


## A1 + A2 + A3 With New 300 mm Main: Minimum Pressures & Headloss/1000m at Peak Hour

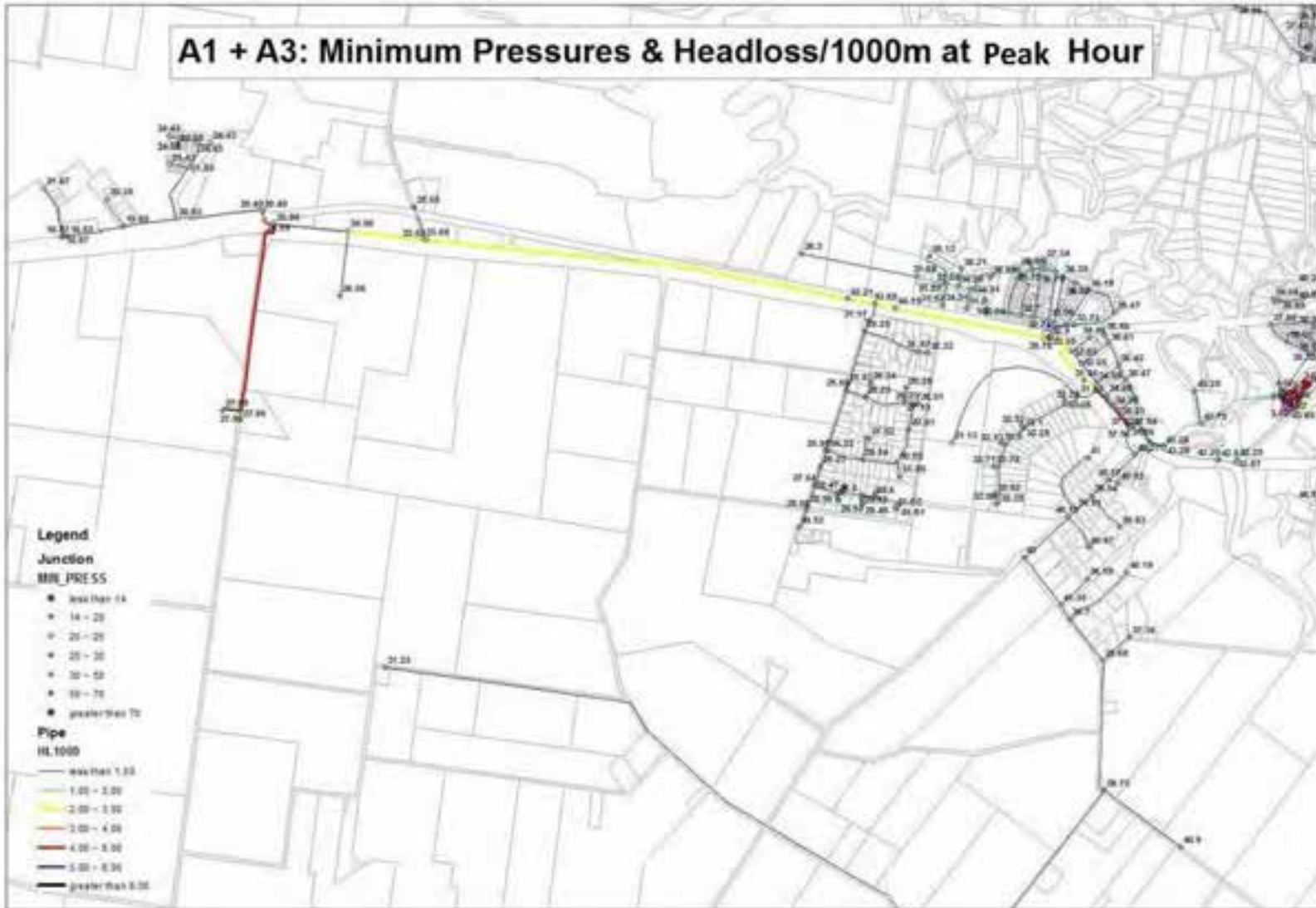




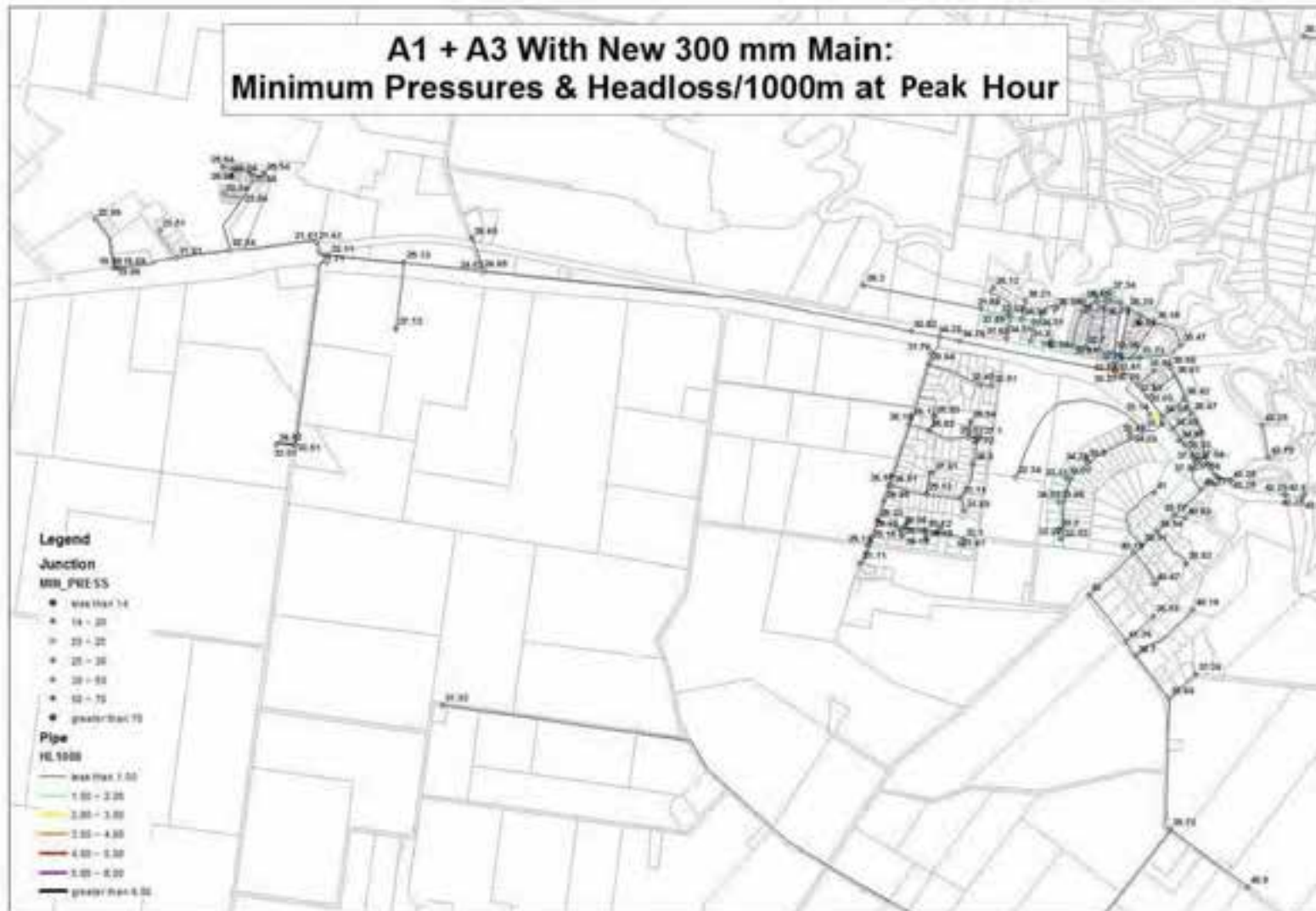
## A2 + A3 With New 300 mm Main: Minimum Pressures & Headloss/1000m at Peak Hour



### A1 + A3: Minimum Pressures & Headloss/1000m at Peak Hour



## A1 + A3 With New 300 mm Main: Minimum Pressures & Headloss/1000m at Peak Hour



**APPENDIX B TRAFFIC REPORT**





# Traffic Engineering Assessment

## West Sale and Wurruk Industrial Land Supply Strategy

Prepared for  
**Urban Enterprise**

October, 2017  
22735R-02A

**DRAFT**

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# Traffic Engineering Assessment

## West Sale and Wurruk Industrial Land Supply Strategy

### Document Control

Issue No.	Type	Date	Prepared By	Approved By
A	Draft	25/10/2017	D. Robertson	D. Robertson

Traffix Template Version 1.1 – March, 2016

### Our Reference: Document1

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22735R-02A

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## 1 Introduction

Traffix Group has been engaged by Urban Enterprise to undertake a traffic engineering assessment of the West Sale and Wurruk Industrial Land Supply Strategy being undertaken by Urban Enterprise on behalf of Wellington Shire Council.

This report provides a traffic engineering assessment of the three candidate areas under consideration as part of the Strategy.

## 2 West Sale and Wurruk Industrial Land Supply Strategy

### 2.1 Overview

Wellington Shire Council has engaged Urban Enterprise to prepare the West Sale and Wurruk Industrial Land Supply Strategy. The Strategy will review the provision of existing industrial land, assess nominated future sites and consider future land requirements over the short to medium terms in Wurruk and West Sale.

### 2.2 Candidate Areas

Three candidate areas have been nominated for review as part of the Strategy. These are described as follows:

- Candidate Area 1: Wurruk
  - West of the existing industrial zoned land in Wurruk
  - Land area: 42 ha
- Candidate Area 2: West Sale Aerodrome
  - North of Princes Highway and east of West Sale Aerodrome (west of Sale-Heyfield Road)
  - Land area: 55 ha
- Candidate Area 3: Fulham
  - South of Princes Highway and east of Fulham Correctional Centre (east of Hopkins Road)
  - Land area: 100 ha

The locations of the three candidate areas are shown in Figure 1.



Figure 1: Candidate Area Locations

### 3 Existing Conditions

#### 3.1 Road Network

##### 3.1.1 Princes Highway

Princes Highway is a State Highway under the control of VicRoads. It is in the Road Zone Category 1 (RDZ1) under the Wellington Planning Scheme.

In the vicinity of the candidate sites it has recently been upgraded to a duplicated road from a two way road.

Roundabouts control its intersections with Hunt Place and Sale-Heyfield Road. Its intersections with Reid Drive, Polocross Lane and Hopkins Road/Williams Drive are controlled by wide median treatments (with Princes Highway having priority).

The speed limit along Princes Highway is 80 km/h eastwards from approximately 300m west of Hunt Place and 100 km/h from that point west to west of Hopkins Road.

Princes Highway in the vicinity of the candidate sites is shown in Photographs 1 and 2. It is noted that at the time the road was inspected, the duplication was not completed.

**Traffic Engineering Assessment**  
West Sale and Wurruk Industrial Land Supply Strategy



**Photograph 1: Princes Highway View East from Reid Drive (Westbound Carriageway)**



**Photograph 2: Princes Highway View West from Reid Drive (Eastbound Carriageway)**

### 3.1.2 Sale-Heyfield Road

Sale-Heyfield Road is a State Arterial Road under the control of VicRoads. It is in the Road Zone Category 1 (RDZ1) under the Wellington Planning Scheme. It extends north/northwest from its T-intersection with Princes Highway (controlled by a roundabout).

In the vicinity of Candidate Area 2 it comprises a 7.0m wide two lane two way rural road with gravel shoulders.

Sale-Heyfield Road crosses Melbourne-Bairnsdale railway line approximately 200m north of Princes Highway. The railway level crossing is controlled by flashing lights and boom gates.

The speed limit along Sale-Heyfield Road is 80 km/h between Princes Highway and the bend to the north, and 100 km/h north of that point.

Sale-Heyfield Road in the vicinity of the candidate site is shown in Photographs 3 and 4.



**Photograph 3: Sale-Heyfield Road View South to Railway Level Crossing**



**Photograph 4: Sale-Heyfield Road View North to Bend North of Princes Highway**

### 3.1.3 Hopkins Road

Hopkins Road is a local road under the control of Wellington Shire Council. Hopkins Road is aligned in a north-south direction, intersecting as a cross road with Princes Highway/Williams Drive to the north (controlled by a wide median treatment with priority to Princes Highway) and extending south to Settlement Road (approximately 4.4km). It provides access to Fulham Correctional Centre and rural properties.

In the vicinity of Candidate Area 3 it comprises a 6.4m wide two lane two way rural road.

Wellington Shire Council's Register of Public Roads classifies Hopkins Road as Local Access A - Road (A major access road for local residential or commercial traffic or public facility. Must be a through road or road to significant destination.) with an indicative daily traffic volume of 150-1,500 vpd.

Hopkins Road in the vicinity of the candidate site is shown in Photograph 5.



Photograph 5: Hopkins Road View South from Princes Highway

### 3.1.4 Other Roads

#### Hunt Place

Hunt Place is a local road under the control of Wellington Shire Council. It is an industrial road with a carriageway width of 12.3m and kerb and channel. It extends north from its T-intersection with Princes Highway (controlled by a roundabout) before turning east-west and terminating as a dead end (court bowl) at its western end. It provides access to the industrial zone in Wurruk.

Hunt Place crosses Melbourne-Bairnsdale railway line approximately 50m north of Princes Highway. The railway level crossing is controlled by flashing lights and boom gates.

Wellington Shire Council's Register of Public Roads classifies Hunt Place as Local Access A - Road (A major access road for local residential or commercial traffic or public facility. Must be a through road or road to significant destination.) with an indicative daily traffic volume of 150-1,500 vpd.

Hunt Place is shown in Photographs 6 to 9.



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Photograph 6: Hunt Place View West to End from Riverside Drive



Photograph 7: Hunt Place View East from Riverside Drive



Photograph 8: Hunt Place View North from Railway Level Crossing



Photograph 9: Hunt Place View South Across Railway Level Crossing to Princes Highway

**Riverside Drive**

Riverside Drive is a local road under the control of Wellington Shire Council. It is an industrial road with a carriageway width of 12.3m and kerb and channel. It extends north from its cross-intersection with Hunt Place/Plant Court (Hunt Place has priority) before turning northwest and terminating as a dead end (court bowl) at its western end. It provides access to the industrial zone in Wurruk.

Wellington Shire Council's Register of Public Roads classifies Riverside Drive as Local Access B - Road (A minor access road for local residential or commercial traffic.) with an indicative daily traffic volume of 30-500 vpd.

Riverside Drive is shown in Photographs 10 and 11.

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**Photograph 10: Riverside Drive View Southeast from End**



**Photograph 11: Riverside Drive View to Courtbowl**

**Williams Drive**

Williams Drive is a local road under the control of Wellington Shire Council. It extends north from its cross-intersection with Princes Highway/Hopkins Road (controlled by a wide median treatment with priority to Princes Highway) before turning west and then north before terminating at West Sale Aerodrome. It also provides access to Victorian Emergency Management Training Complex, Gippsland Armed Forces Museum and Federation Training - Fulham Campus via Mortimer Drive.

Williams Road crosses Melbourne-Bairnsdale railway line approximately 70m north of Princes Highway. The railway level crossing is controlled by flashing lights.

Wellington Shire Council's Register of Public Roads classifies Williams Drive as Local Access A - Road (A major access road for local residential or commercial traffic or public facility. Must be a through road or road to significant destination.) with an indicative daily traffic volume of 150-1,500 vpd.

Williams Drive is shown in Photographs 12 to 14.



**Photograph 12: Williams Drive View North to Railway Level Crossing**



**Photograph 13: Williams Drive View West from Bend North of Princes Highway**



Photograph 14: Williams Drive View Southwest from Airport End of Road

### 3.2 Traffic Volumes

Traffic volume data provided by VicRoads is shown in Table 1. The locations of the counts are shown in Figure 2.

Table 1: Traffic Volumes<sup>(1)</sup>

Location	Two Way Daily Volume	% Commercial Vehicles
Sale-Heyfield Road 200m North of Princes Highway	3,139 vpd	14.4%
Princes Highway Between Sale-Heyfield Road and Polocross Lane	7,081 vpd	14%
Princes Highway 320m West of Sale-Heyfield Road	8,920 vpd	16.7%

(1) Dates of counts unknown.



Figure 2: Traffic Count Locations

Source: Google Maps



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As part of the planning works VicRoads is investigating a number of intersection improvements with potential land acquisition requirements to accommodate these, as well as an increased road reserve on the Sale-Heyfield Road. No information is currently available as to the location and width of this increased road reserve.

## 5 Traffic Generation Rates

### 5.1 Overview

Guide to Traffic Generating Developments Version 2.2 October 2002 (RTA NSW) (the "RTA guide") provides guidance as to the traffic generation of a range of land uses, including industrial uses.

The RTA guide provides the following overview of industry traffic generation:

*The peak traffic generation period for industrial land use is generally determined by three key factors: employee density, travel mode and peak period travel distribution. The employee density will vary with the industry type - from a low density at traditional warehouses to a high density at high-tech industrial developments. The peak period travel distributions (i.e. the proportion of workers who travel to or from the site in the peak hour), varies with the type and extent of development. A single use factory generally has a higher proportion of workers travelling in the peak hour than a factory unit development, where different employees have different work patterns. As work patterns continue to overlap, the percentage of those travelling in the peak hour declines.*

*The generation rates given below are for single use developments. Lower rates might be appropriate for multiple-use developments, as discussed above.*

### 5.2 Factories

The RTA guide provides the following traffic generation rates for factories:

- Daily vehicle trips: 5 per 100m<sup>2</sup> gross floor area
- Evening peak hour vehicle trips: 1 per 100m<sup>2</sup> gross floor area

### 5.3 Warehouses

The RTA guide provides the following traffic generation rates for warehouses:

- Daily vehicle trips: 4 per 100m<sup>2</sup> gross floor area
- Morning peak hour vehicle trips: 0.5 per 100m<sup>2</sup> gross floor area

## 5.4 Adopted Traffic Generation Rates

The critical time period for traffic impact assessment is typically the evening peak hour.

For the purposes of this assessment, the traffic generation rates for "factories" have been adopted (being the higher daily rate and having an evening peak hour rate); namely:

- Daily vehicle trips: 5 per 100m<sup>2</sup> gross floor area
- Evening peak hour vehicle trips: 1 per 100m<sup>2</sup> gross floor area

It is noted that these rates have generally been derived from metropolitan areas. Experience suggests that traffic generation rates for industrial uses in regional areas could be in the order of 20% less than these rates.

The adoption of these rates for the West Sale and Wurruk Industrial Land Supply Strategy therefore may result in an overestimation of the volumes of traffic likely to be generated by the candidate areas and, subsequently, an overestimation of the likely traffic impact of the development of the candidate areas.

## 5.5 Floor Areas

The traffic generation rates detailed above are based on floor areas of the land use. At strategic planning level, floor areas are typically not known, as is the case here. For the purposes of this assessment, the following "rules of thumb" have been applied:

- Proportion of total site area available for industrial use: 80%<sup>(1)</sup>
- Proportion of industrial land available for buildings: 40%<sup>(2)</sup>

[1] Allows for access roads, reserves, footways, water treatment ponds, etc.

[2] Allows for accessways, car parking, etc.

Therefore, the traffic generation rates detailed in Section 5.4 will be applied to 32% (= 80% x 40%) of the total land area of each candidate area.

## 5.6 Broad Traffic Distribution

All candidate areas are located some 5km west of Sale and some 40km east of Traralgon. Accordingly, it is assumed for the purposes of this assessment that 40% of employees will reside in Traralgon and 60% will reside in Sale.

Also for the purposes of this assessment, it is assumed that 90% of the evening peak hour traffic generated by the candidate areas will be outbound movements and 10% will be inbound movements.

## 6 Traffic Engineering Impact Assessment of Candidate Areas

### 6.1 Candidate Area 1: Wurruk

#### 6.1.1 Potential Access Options

Five potential access options have been identified for Candidate Area 1. These are shown diagrammatically in Figure 4 and described below.



Source: NearMap

Figure 4: Candidate Area 1 - Potential Access Options

#### Option 1.1

- Connection through existing industrial estate via extension of Riverside Drive and via Hunt Place roundabout on Princes Highway.

#### Option 1.2

- Connection through existing industrial estate via extension of Hunt Place and via Hunt Place roundabout on Princes Highway.

#### Option 1.3

- New access opposite Reid Drive.
- Change existing wide median treatment to a roundabout.
- Add fourth leg on north side.

#### Option 1.4

- New roundabout on Princes Highway.
- Location to be determined.
  - No sight distance constraints.

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Option 1.5

- Left in/left out to Princes Highway.
- One or two accesses?
- Use existing wide median treatments at Polocross Lane and Reid Drive for vehicles to U-turn.
- Location(s) dependent on weaving distances.

**6.1.2 Traffic Generation**

Candidate Area 1 has a land area of 42 ha.

The resultant likely traffic volumes generated by Candidate Area 1 are therefore:

- Daily vehicle trips: 6,720 vpd
- Evening peak hour vehicle trips: 1,344 vph

**6.1.3 Traffic Distribution**

All traffic generated by Candidate Area 1 will be generated to or from Princes Highway. As detailed in Section 6.1.1, access to Candidate Area 1 is, in essence, via either the Hunt Place roundabout on Princes Highway or via a new connection(s) across the Melbourne-Bairnsdale railway line (and potentially together with via the Hunt Place roundabout on Princes Highway).

The provision of a new railway level crossing(s) on the Melbourne-Bairnsdale railway line is unlikely to be achieved. Accordingly, from a capacity perspective, only access via the Hunt Place roundabout on Princes Highway has been assessed. This is the most conservative approach as all traffic generated by Candidate Area 1 will access the area by a single access point.

**6.1.4 Traffic Volumes**

As shown in Figure 2, Princes Highway east of Sale-Heyfield Road carries in the order of 7,100 vpd. Assuming that the evening peak hour volume is 15% of the daily volume equates to an evening peak hour volume of 1,065 vph. It is anticipated that this volume will be roughly evenly split between eastbound and westbound, ie 530 vph in each direction.

No traffic volume data is available for Hunt Place. A volume of 100 vph in each direction has been assumed for the purposes of this analysis.

Candidate Area 1 is anticipated to generate 1,344 vph in the evening peak hour. It is assumed that this will comprise 1,210 vph outbound and 130 vph inbound, split 40% to/from the west and 60% to/from the east (as detailed in Section 5.6).

This analysis and assumptions result in the traffic volumes shown in Figure 5.





Source: NavisMap

Figure 5: Candidate Area 1 Traffic Volumes  
Princes Highway/Hunt Place

It is noted that this does not allow for any growth in traffic volumes along Princes Highway. Also, it is assumed that Candidate Areas 2 and 3 are not developed.

### 6.1.5 Traffic Impact

SIDRA has been used to analyse the capacity of the affected intersections. SIDRA provides information about the capacity of an intersection in terms of a range of parameters, described as follows:

- **Degree of Saturation (DoS)** is the ratio of the volume of traffic observed making a particular movement compared to the maximum capacity for that movement. Various values of degree of saturation and their rating are shown in Table 2.
- The **95<sup>th</sup> Percentile Queue** represents the maximum queue length, in metres, that can be expected in 95% of observed queue lengths in the peak hour.
- **Average Delay** (seconds) is the average delay time that can be expected for all vehicles making a particular movement in the peak hour.

**Table 2: SIDRA Levels of Service**

Level of Service		Intersection Degree of Saturation		
		Unsignalised Intersection	Roundabout	Signalised Intersection
A	Excellent	≤ 0.60	≤ 0.60	≤ 0.60
B	Very Good	0.60 - 0.70	0.60 - 0.70	0.60 - 0.70
C	Good	0.70 - 0.80	0.70 - 0.85	0.70 - 0.90
D	Acceptable	0.80 - 0.90	0.85 - 0.95	0.90 - 0.95
E	Poor	0.90 - 1.00	0.95 - 1.00	0.95 - 1.00
F	Very Poor	≥ 1.0	≥ 1.0	≥ 1.0

**Princes Highway/Hunt Place**

The traffic volumes shown in Figure 5 and the existing geometry of the intersection were input into SIDRA to assess the likely performance of the Princes Highway/Hunt Place intersection. The analysis showed that an additional lane (short left turn) was required on the northern leg (Hunt Place) to achieve acceptable intersection performance.

The output of the SIDRA analysis (including the adopted geometry) for the modified geometry is attached at Appendix A and is summarised in Table 3.

**Table 3: Candidate Area 1 - Princes Highway/Hunt Place SIDRA Analysis**

Movement	Degree of Saturation	Average Delay	95 <sup>th</sup> Percentile Queue
<b>Princes Highway (East Approach)</b>			
Through	0.32	8.4 sec	21.4m
Right	0.32	16.8 sec	18.6m
<b>Hunt Place (North Approach)</b>			
Left	0.68	6.3 sec	44.2m
Right	0.59	13.2 sec	31.6m
<b>Princes Highway (West Approach)</b>			
Left	0.21	5.7 sec	12.2m
Through	0.21	6.0 sec	12.21m

The intersection operates with an overall Level of Service A.

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Whilst this analysis is based on a number of broad assumptions (including the adopted traffic generation rates), the SIDRA analysis nonetheless shows that there is spare capacity within the existing Princes Highway/Hunt Place roundabout (with a second lane added to the Hunt Place approach) to accommodate the adopted traffic volumes.

### Hunt Place

Hunt Place has a carriageway width of 12.3m and is classified by Council as a Local Access A - Road with an indicative daily traffic volume of 150-1,500 vpd.

Assuming that Hunt Place currently carries 1,000 vpd (at Princes Highway), this volume will increase to 7,720 vpd following development of Candidate Area 1. Whilst this exceeds the indicative daily traffic volume for a Local Access A - Road, Hunt Place nonetheless has a cross-section and industrial environment that can accommodate this volume of traffic.

### Riverside Drive

Riverside Drive has a carriageway width of 12.3m and is classified by Council as a Local Access B - Road with an indicative daily traffic volume of 30-500 vpd.

Assuming that Riverside Drive currently carries 300 vpd (at Hunt Place), this volume will increase to 7,020 vpd following development of Candidate Area 1 (assuming no connection to Candidate Area 1 via Hunt Place). Whilst this exceeds the indicative daily traffic volume for a Local Access B - Road, Riverside Drive nonetheless has a cross-section and industrial environment that can accommodate this volume of traffic.

### Connection Through to Riverside Drive or Hunt Place

Access to Candidate Area 1 via the Princes Highway/Hunt Place roundabout requires the extension of either (or both) Riverside Drive or Hunt Place through existing privately owned industrial land at the western end of the Wurruk industrial estate. These are shown diagrammatically in Figure 6 and Figure 7.



Figure 7: Potential Riverside Drive Extension



Figure 8: Potential Hunt Place Extension

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From a traffic engineering perspective, both of these options are workable, with the following noted:

- The Riverside Drive extension requires less new road construction and impacts fewer properties.
- The Riverside Drive extension results in a significant volume of turning traffic at the Hunt Place/Riverside Drive intersection. No capacity issues are anticipated due to the low volumes of traffic in the west and south legs of the intersection.
- The Hunt Place extension results in the northern leg of the Riverside Drive intersection being located on the inside of a curve, with restricted sight distances to the right (west).

The Riverside Drive extension is the preferable option.

## 6.2 Candidate Area 2: West Sale Aerodrome

### 6.2.1 Potential Access Options

Four potential access options have been identified for Candidate Area 2. These are shown diagrammatically in Figure 6 and described below.



Source: NearMap

Figure 6: Candidate Area 2 - Potential Access Options

#### Option 2.1

- Full movement T-intersection(s) on Sale-Heyfield Road.

#### Option 2.2

- Service road(s) to Sale-Heyfield Road.

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### Option 2.3

- New road off Williams Drive, north into Site 2.
- Create T-intersection with north-south movement having priority.
- Use existing wide median treatment at Princes Highway/Hopkins Road/Williams Drive, or upgrade to a roundabout?

### Option 2.4

- Access via West Sale Aerodrome (Williams Drive).
- Use existing wide median treatment at Princes Highway/Hopkins Road/Williams Drive, or upgrade to a roundabout?

## 6.2.2 Traffic Generation

Candidate Area 2 has a land area of 55 ha.

The resultant likely traffic volumes generated by Candidate Area 2 are therefore:

- Daily vehicle trips: 8,800 vpd
- Evening peak hour vehicle trips: 1,760 vph

## 6.2.3 Traffic Distribution

As discussed in Section 6.2.1, access to Candidate Area 2 is potentially possible via Sale-Heyfield Road and Williams Drive. It is assumed that both roads will be utilised for access purposes.

## 6.2.4 Traffic Volumes

As shown in Figure 2, Princes Highway west of Sale-Heyfield Road carries in the order of 8,900 vpd and Sale-Heyfield Road north of Princes Highway carries in the order of 3,100 vpd. Assuming that the evening peak hour volume is 15% of the daily volume equates to an evening peak hour volume of 1,335 vph on Princes Highway and 465 vph on Sale-Heyfield Road. It is anticipated that these volumes will be roughly evenly split in each direction on both roads.

No traffic volume data is available for Williams Drive. A volume of 100 vph in each direction has been assumed for the purposes of this analysis.

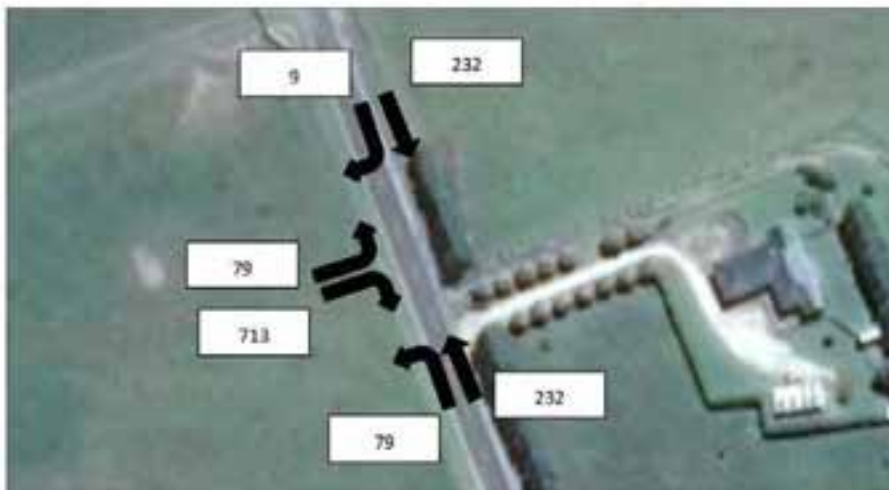
No traffic volume data is available for Hopkins Road. A volume of 100 vph in each direction has been assumed for the purposes of this analysis.

Candidate Area 2 is anticipated to generate 1,760 vph in the evening peak hour. It is assumed that this will comprise 1,560 vph outbound and 180 vph inbound, split 10% to/from north and 90% to/from south on Sale-Heyfield Road and 40% to/from the west and 60% to/from the east on Princes Highway (as detailed in Section 5.6).

For the purposes of this analysis, it is assumed that traffic generated by Candidate Area 2 will be evenly split between access via Sale-Heyfield Road and via Princes Highway (via Williams Drive).

This analysis and assumptions result in the traffic volumes shown in Figures 7 to 9. (Note - these volumes include traffic generated by the candidate area to/from both access points.)

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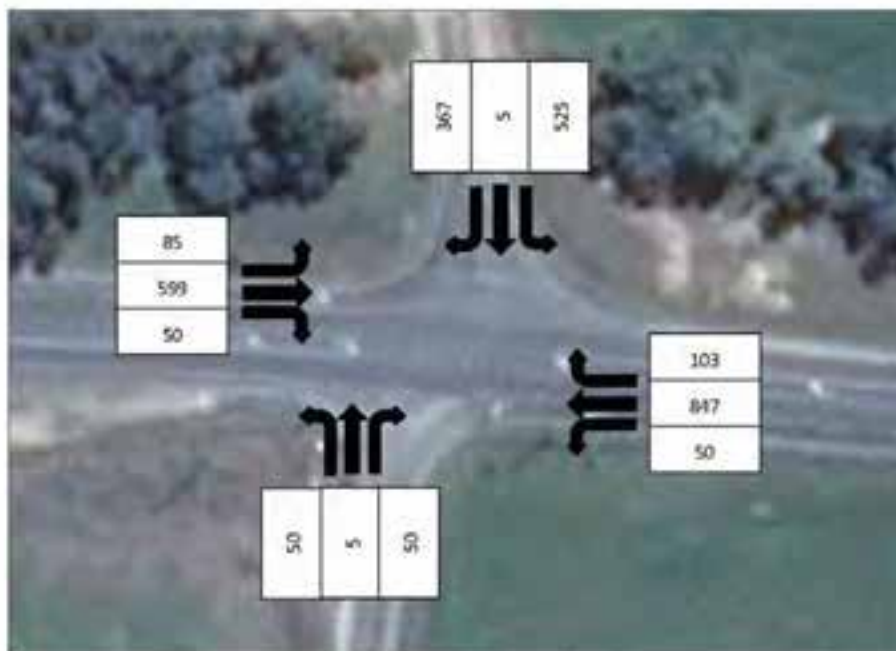
Source: NeoMap

**Figure 7: Candidate Area 2 Traffic Volumes**  
 Sale-Hayfield Road/Site Access (One Access Point)



Source: NeoMap

**Figure 8: Candidate Area 2 Traffic Volumes**  
 Princes Highway/Sale-Heyfield Road



Source: hsc/hap

**Figure 9: Candidate Area 2 Traffic Volumes**  
Princes Highway/Williams Drive

It is noted that this does not allow for any growth in traffic volumes along Princes Highway or Sale-Heyfield Road. Also, it is assumed that Candidate Areas 1 and 3 are not developed.

### 6.2.5 Traffic Impact

#### Sale-Heyfield Road/Site Access

The traffic volumes shown in Figure 7 were input into SIDRA to assess the likely performance of a future Sale-Heyfield Road/site access T-intersection. The analysis showed that the site access leg operated at a DoS greater than 1.0, due to the volume of right turn "out" movements. Further analysis was undertaken to ascertain the maximum number of right turn "out" movements to achieve a DoS of 0.90.

The output of the SIDRA analysis (including the reduced right turn "out" volume) for the adopted geometry is attached at Appendix B and is summarised in Table 4.



**Table 4: Candidate Area 2 - Sale-Heyfield Road/Site Access SIDRA Analysis**

Movement	Degree of Saturation	Average Delay	95 <sup>th</sup> Percentile Queue
<b>Sale-Heyfield Road (South Approach)</b>			
Left	0.05	7.2 sec	0.0m
Through	0.14	0.0 sec	0.0m
<b>Sale-Heyfield Road (North Approach)</b>			
Through	0.14	0.0 sec	0.0m
Right	0.01	8.3 sec	0.2m
<b>Site Access (West Approach)</b>			
Left	0.06	10.5 sec	2.2m
Right	0.90	30.4 sec	119.4m

This analysis demonstrates that:

- Two access points are required via Sale-Heyfield Road, in addition to access via Williams Drive, for Candidate Area 2; and
- The volume of right turn "out" traffic from each site access on Sale-Heyfield Road needs to be restricted to 509 vph.

Whilst this analysis is based on a number of broad assumptions (including the adopted traffic generation rates), the SIDRA analysis nonetheless shows that there is spare capacity within the assumed T-intersection configuration to accommodate the adopted traffic volumes with two T-intersections on Sale-Heyfield Road.

#### **Princes Highway/Sale-Heyfield Road**

The traffic volumes shown in Figure 8 and the existing geometry of the intersection were input into SIDRA to assess the likely performance of the Princes Highway/Sale-Heyfield Road intersection. The analysis showed that an additional lane was required on the northern leg (Sale-Heyfield Road) to achieve acceptable intersection performance.

The output of the SIDRA analysis (including the adopted geometry) for the modified geometry is attached at Appendix C and is summarised in Table 5.

**Table 5: Candidate Area 2 - Princes Highway/Sale-Heyfield Road SIDRA Analysis**

Movement	Degree of Saturation	Average Delay	95 <sup>th</sup> Percentile Queue
<b>Princes Highway (East Approach)</b>			
Through	0.42	8.7 sec	30.5m
Right	0.42	17.2 sec	26.2m
<b>Sale-Heyfield Road (North Approach)</b>			
Left	0.63	11.6 sec	32.1m
Right	0.61	17.2 sec	33.9m
<b>Princes Highway (West Approach)</b>			
Left	0.44	6.0 sec	31.9m
Through	0.44	6.4 sec	31.9m

The intersection operates with an overall Level of Service B.

Whilst this analysis is based on a number of broad assumptions (including the adopted traffic generation rates), the SIDRA analysis nonetheless shows that there is spare capacity within the existing Princes Highway/Sale-Heyfield Road roundabout (with a second lane added to the Sale-Heyfield Road approach) to accommodate the adopted traffic volumes.

#### **Princes Highway/Williams Drive**

The traffic volumes shown in Figure 9 and the geometry of a roundabout were input into SIDRA to assess the likely performance of the Princes Highway/Williams Drive intersection. The analysis showed that two lanes were required on the northern leg (Williams Drive) to achieve acceptable intersection performance.

The output of the SIDRA analysis (including the adopted geometry) for the modified geometry is attached at Appendix D and is summarised in Table 6.

**Table 6: Candidate Area 2 - Princes Highway/Williams Drive SIDRA Analysis**

Movement	Degree of Saturation	Average Delay	95 <sup>th</sup> Percentile Queue
<b>Hopkins Road (South Approach)</b>			
Left	0.20	7.4 sec	7.5m
Through	0.20	7.0 sec	7.5m
Right	0.20	14.2 sec	7.5m
<b>Princes Highway (East Approach)</b>			
Left	0.46	7.5 sec	32.2m
Through	0.46	8.1 sec	32.2m
Right	0.46	16.3 sec	28.7m
<b>Williams Drive (North Approach)</b>			
Left	0.50	5.7 sec	23.7m
Through	0.47	6.0 sec	19.9m
Right	0.47	13.2 sec	19.9m
<b>Princes Highway (West Approach)</b>			
Left	0.27	5.8 sec	15.3m
Through	0.27	6.2 sec	15.3m
Right	0.27	13.9 sec	14.5m

The intersection operates with an overall Level of Service A.

Whilst this analysis is based on a number of broad assumptions (including the adopted traffic generation rates), the SIDRA analysis nonetheless shows that there is significant spare capacity within the existing Princes Highway/Williams Drive roundabout (with a second lane added to the Williams drive approach) to accommodate the adopted traffic volumes.

#### **Williams Drive**

As detailed in Section 6.2.1, access to Candidate Area 2 via Williams Drive is via either or both a new road off Williams Drive directly into the candidate area or West Sale Aerodrome.

Both will necessitate an upgrade to the railway level crossing from flashing lights to flashing lights and boom gates.

The predicted daily traffic volume on Williams Road at Princes Highway is in the order of 5,500 vpd (comprising 4,400 vpd from Candidate Area 2 and 1,000 vpd existing). A two lane undivided carriageway would be sufficient to accommodate this level of traffic.

### 6.3 Candidate Area 3: Fulham

#### 6.3.1 Potential Access Options

Seven potential access options have been identified for Candidate Area 3. These are shown diagrammatically in Figure 10 and described below.



Figure 10: Candidate 3 - Potential Access Options

Source: NearMap

#### Option 3.1

- New access opposite Sale-Meyfield Road.
- Add fourth leg on south side of roundabout on Princes Highway.

#### Option 3.2

- Left in/left out to Princes Highway.
- One or two accesses?
- Use existing roundabout at Sale-Meyfield Road and existing wide median treatment at Hopkins Road/Williams Drive.
- Location(s) dependent on weaving distances.

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Option 3.3

- Service road(s) to Princes Highway.

Option 3.4

- New roundabout on Princes Highway.
- Location to be determined.
  - No sight distance constraints.

Option 3.5

- Full movement T-intersection(s) on Hopkins Road.
- Maintain existing wide median treatment at Princes Highway/Hopkins Road/Williams Road or upgrade to a roundabout?

Option 3.6

- Direct access to Hopkins Road.
- Requires large lots to front Hopkins Road.
- Corner sites to take access off internal road.

Option 3.7

- Service road(s) to Hopkins Road.

**6.3.2 Traffic Generation**

Candidate Area 3 has a land area of 100 ha.

The resultant likely traffic volumes generated by Candidate Area 3 are therefore:

- Daily vehicle trips: 16,000 vpd
- Evening peak hour vehicle trips: 3,200 vph

**6.3.3 Traffic Distribution**

All traffic generated by Candidate Area 3 will be generated to or from Princes Highway via the Princes Highway/Sale-Heyfield Road roundabout and/or via the Princes Highway/Hopkins Road.

**6.3.4 Traffic Volumes - Single Access Point**

As shown in Figure 2, Princes Highway west of Sale-Heyfield Road carries in the order of 8,900 vpd. Assuming that the evening peak hour volume is 15% of the daily volume equates to an evening peak hour volume of 1,335 vph. It is anticipated that this volume will be roughly evenly split between eastbound and westbound, ie 670 vph in each direction.

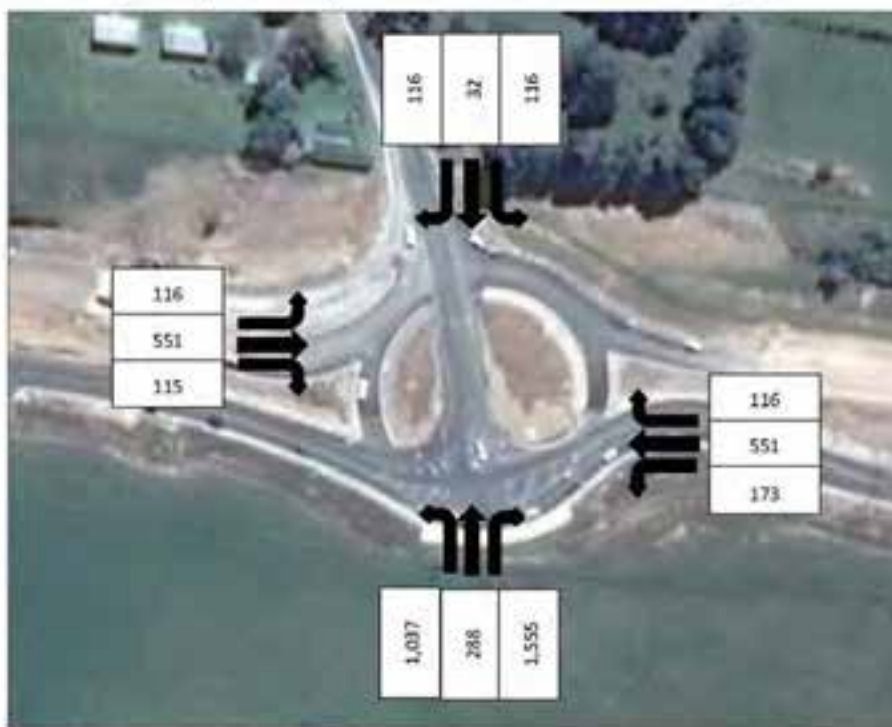
No traffic volume data is available for Williams Drive. A volume of 100 vph in each direction has been assumed for the purposes of this analysis.

No traffic volume data is available for Hopkins Road. A volume of 100 vph in each direction has been assumed for the purposes of this analysis.

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Candidate Area 3 is anticipated to generate 3,200 vph in the evening peak hour. It is assumed that this will comprise 2,880 vph outbound and 320 vph inbound, split 10% to/from the north on Sale-Heyfield Road and 90% to Princes Highway, split 40% to/from the west and 60% to/from the east (as detailed in Section 5.6).

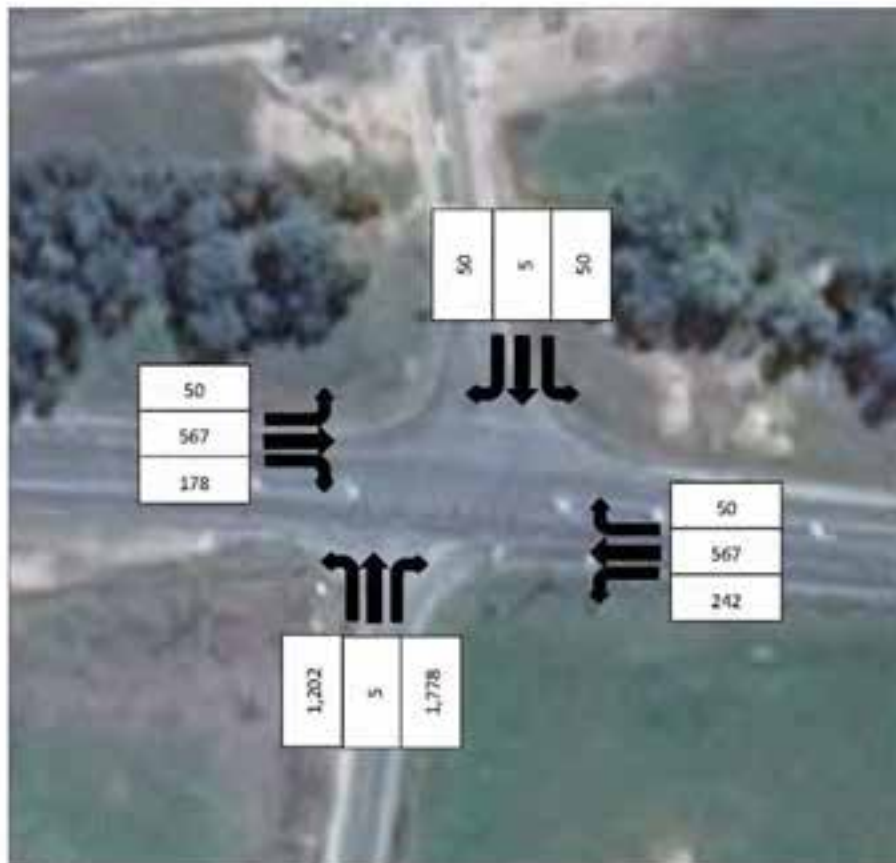
Assuming all traffic generated by Candidate Area 3 is accessed via the Princes Highway/Sale-Heyfield roundabout, this analysis and assumptions result in the traffic volumes shown in Figure 11.



Source: NewMap

**Figure 11: Candidate Area 3 Traffic Volumes**  
**Access Only via Princes Highway/Sale-Heyfield Road**

Assuming all traffic generated by Candidate Area 3 is accessed via the Princes Highway/Sale-Heyfield roundabout, this analysis and assumptions result in the traffic volumes shown in Figure 12.



Source: NearMap

**Figure 12: Candidate Area 3 Traffic Volumes  
Access Only via Princes Highway/Hopkins Road**

It is noted that this does not allow for any growth in traffic volumes along Princes Highway, Sale-Heyfield Road, Williams Road or Hopkins Road. Also, it is assumed that Candidate Areas 1 and 2 are not developed.

### 6.3.5 Traffic Impact - Single Access point

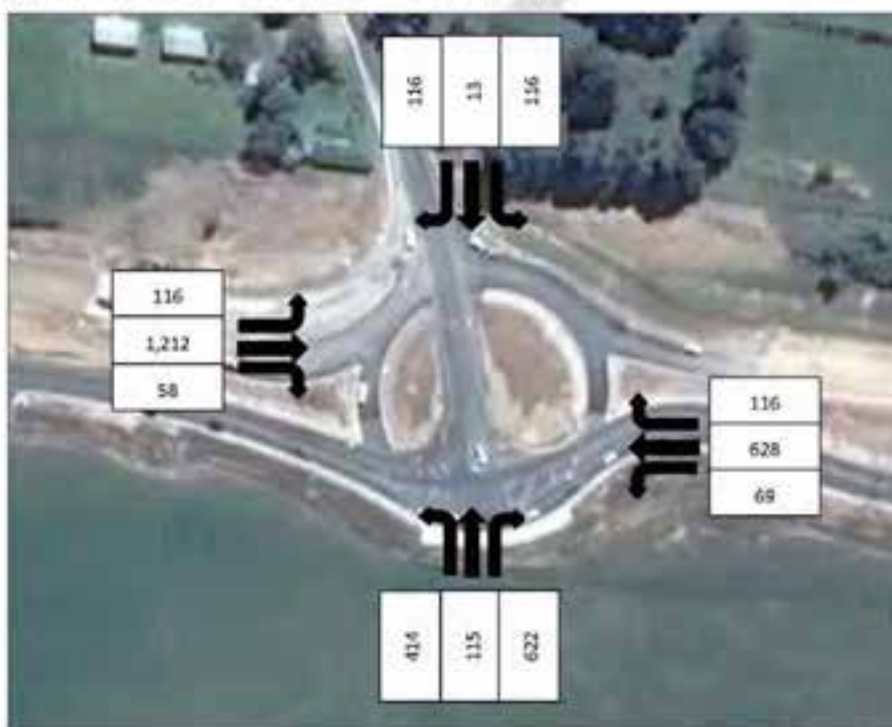
The traffic volumes shown in Figures 11 and 12 were input into SIDRA to assess the likely performance of the Princes Highway/Sale-Heyfield Road and Princes Highway/Hopkins Road intersections. It was apparent that the volume of traffic anticipated to be generated by Candidate Area 3 could not be accommodated by a single access point.

### 6.3.6 Traffic Volumes - Two Access Points

For the purposes of this further analysis, it is assumed that traffic generated by Candidate Area 3 is equally split between via the Princes Highway/Sale-Heyfield roundabout and the Princes Highway/Hopkins Road intersection.

The initial SIDRA analysis resulted in excessive degrees of saturation due to the total volume of traffic generated and the movement of that traffic through the adjacent intersection. An iterative analysis of reduced traffic generated by Candidate Area 3 resulted in satisfactory intersection performance with 80% of the initially projected traffic volume; namely, 2,560 vph in the evening peak period.

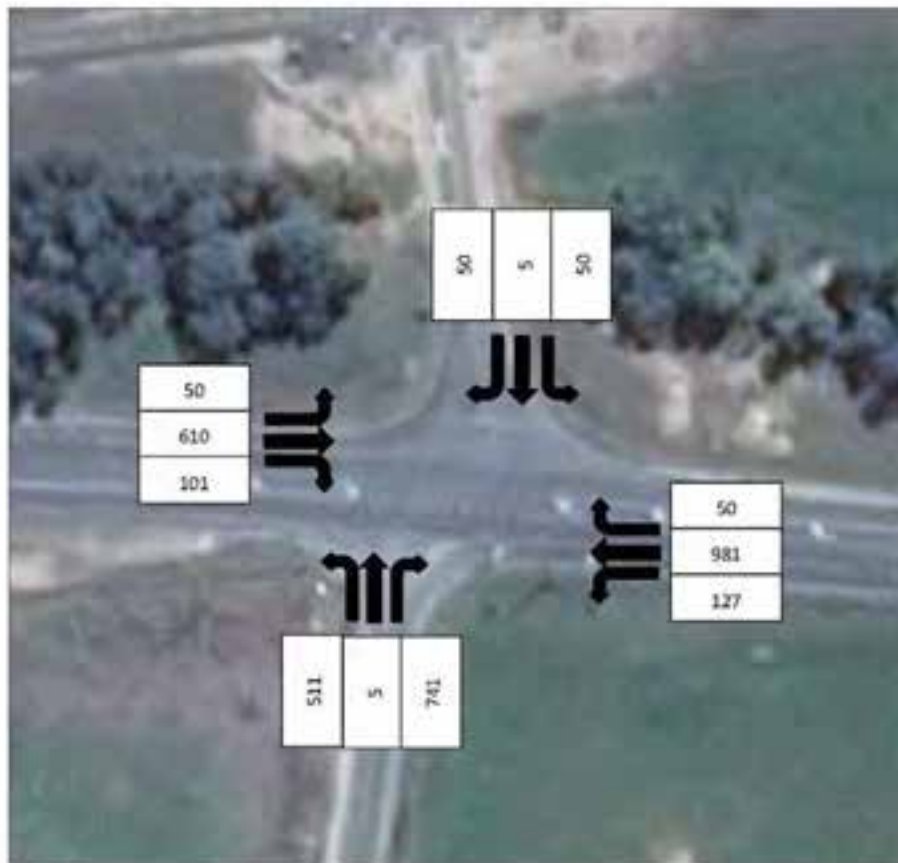
This results in the traffic volumes shown in Figures 13 and 14. (Note - these volumes include traffic generated by the candidate area to/from both access points.)



Source: NewMap

**Figure 13: Candidate Area 3 Traffic Volumes (Two Access Points)**  
Princes Highway/Sale-Heyfield Road





Source: NewMap

**Figure 14: Candidate Area 3 Traffic Volumes (Two Access Points)**  
Princes Highway/Hopkins Road

**Princes Highway/Sale-Heyfield Road**

The traffic volumes shown in Figure 11 and a modified geometry of the intersection were input into SIDRA to assess the likely performance of the Princes Highway/Sale-Heyfield Road intersection. The modification comprised a new leg on the southern approach with a right turn lane, a shared through and right turn lane and a separate left turn lane.

The output of the SIDRA analysis (including the adopted geometry) is attached at Appendix E and is summarised in Table 7.

**Table 7: Candidate Area 3 - Princes Highway/Sale-Heyfield Road SIDRA Analysis (Two Access Points)**

Movement	Degree of Saturation	Average Delay	95 <sup>th</sup> Percentile Queue
<b>Site (South Approach)</b>			
Left	0.30	6.5 sec	12.0m
Through	0.34	7.0 sec	14.6m
Right	0.34	15.0 sec	14.6m
<b>Princes Highway (East Approach)</b>			
Left	0.34	5.7 sec	218.5m
Through	0.34	6.1 sec	218.5m
Right	0.34	14.0 sec	17.7m
<b>Sale-Heyfield Road (North Approach)</b>			
Left	0.66	21.2 sec	36.4m
Through	0.66	21.5 sec	36.4m
Right	0.66	29.0 sec	36.4m
<b>Princes Highway (West Approach)</b>			
Left	0.94	26.9 sec	156.8m
Through	0.94	29.6 sec	156.8m
Right	0.94	40.3 sec	135.1m

The intersection operates with an overall Level of Service B.

Whilst this analysis is based on a number of broad assumptions (including the adopted traffic generation rates), the SIDRA analysis nonetheless shows that there is sufficient capacity within the modified Princes Highway/Sale-Heyfield Road roundabout to accommodate the adopted traffic volumes.

#### **Princes Highway/Hopkins Road**

The traffic volumes shown in Figure 12 and the geometry of a roundabout were input into SIDRA to assess the likely performance of the Princes Highway/Hopkins Road intersection. The roundabout included two lanes on the south approach (Hopkins Road) (shared right and through and separate left) and a single lane on the north approach (Williams Drive).

The output of the SIDRA analysis (including the adopted geometry) is attached at Appendix F and is summarised in Table 8.

**Table 8: Candidate Area 3 - Princes Highway/Hopkins Road SIDRA Analysis (Two Access Points)**

Movement	Degree of Saturation	Average Delay	95 <sup>th</sup> Percentile Queue
<b>Hopkins Road (South Approach)</b>			
Left	0.82	16.4 sec	57.3m
Through	0.90	18.2 sec	99.1m
Right	0.90	25.8 sec	99.1m
<b>Princes Highway (East Approach)</b>			
Left	0.42	5.6 sec	29.1m
Through	0.42	6.1 sec	29.1m
Right	0.42	14.1 sec	27.6m
<b>Williams Drive (North Approach)</b>			
Left	0.23	12.1 sec	9.8m
Through	0.23	12.3 sec	9.8m
Right	0.23	19.3 sec	9.8m
<b>Princes Highway (West Approach)</b>			
Left	0.67	19.3 sec	77.5m
Through	0.67	20.7 sec	77.5m
Right	0.67	30.8 sec	61.9m

The intersection operates with an overall Level of Service B.

Whilst this analysis is based on a number of broad assumptions (including the adopted traffic generation rates), the SIDRA analysis nonetheless shows that there is spare capacity within the adopted geometry of the roundabout to accommodate the adopted traffic volumes.

#### **Hopkins Road**

The predicted daily traffic volume on Williams Road at Princes Highway is in the order of 7,500 vpd (comprising 6,400 vpd from Candidate Area 3 and 1,000 vpd existing). A two lane undivided carriageway would be sufficient to accommodate this level of traffic.

## 6.4 Conclusions - Capacity Analysis

### 6.4.1 Candidate Area 1: Wurruk

#### Princes Highway/Hunt Place

- The Princes Highway/Hunt Place roundabout needs to be upgraded to include a second lane added to the Hunt Place approach to accommodate the adopted traffic volumes.
- Whilst the analysis is based on a number of broad assumptions (including the adopted traffic generation rates), the SIDRA analysis nonetheless shows that there is spare capacity within the existing Princes Highway/Hunt Place roundabout (with a second lane added to the Hunt Place approach) to accommodate the adopted traffic volumes.

#### Hunt Place

- Hunt Place will exceed the indicative daily traffic volume for a Local Access A - Road.
- Hunt Place nonetheless has a cross-section and industrial environment that can accommodate the anticipated volume of traffic.

#### Riverside Drive

- Riverside Drive will exceed the indicative daily traffic volume for a Local Access B - Road.
- Riverside Drive nonetheless has a cross-section and industrial environment that can accommodate the anticipated volume of traffic.

#### Extension of Hunt Place or Riverside Drive?

- The extension of Riverside Drive to connect with Candidate Area 1 is preferable from a traffic engineering perspective than the extension of Hunt Place, although both options are workable.

### 6.4.2 Candidate Area 2: West Sale Aerodrome

- The completed analysis assumed that access to Candidate Area 2 would comprise access via both Sale-Heyfield Road and Princes Highway.

#### Sale-Heyfield Road Access

- Two access points are required via Sale-Heyfield Road, in addition to access via Williams Drive, for Candidate Area 2.
- The volume of right turn "out" traffic from each site access on Sale-Heyfield Road needs to be restricted to 509 vph to achieve an appropriate level of performance for the assumed T-intersection configuration.
- Whilst the analysis is based on a number of broad assumptions (including the adopted traffic generation rates), the SIDRA analysis nonetheless shows that there is spare capacity within the assumed T-intersection configuration to accommodate the adopted traffic volumes with two T-intersections on Sale-Heyfield Road.

#### Princes Highway/Sale-Heyfield Road

- The Princes Highway/Sale-Heyfield Road roundabout needs to be upgraded to include a second lane added to the Sale-Heyfield Road approach to achieve acceptable intersection performance.

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West Sale and Wumuk Industrial Land Supply Strategy

- Whilst the analysis is based on a number of broad assumptions (including the adopted traffic generation rates), the SIDRA analysis nonetheless shows that there is spare capacity within the existing Princes Highway/Sale-Heyfield Road roundabout (with a second lane added to the Sale-Heyfield Road approach) to accommodate the adopted traffic volumes.

### Princes Highway/Williams Drive

- The Princes Highway/Williams Drive intersection needs to be upgraded to a roundabout with two lanes on the Williams Drive approach to achieve acceptable intersection performance.
- Whilst the analysis is based on a number of broad assumptions (including the adopted traffic generation rates), the SIDRA analysis nonetheless shows that there is spare capacity within the modified Princes Highway/Williams Drive intersection (roundabout with a second lane added to the Williams Drive approach) to accommodate the adopted traffic volumes.

### Williams Drive

- The existing railway level crossing will need to be upgraded from flashing lights to flashing lights and boom gates.
- A two lane undivided carriageway in Williams Drive would be sufficient to accommodate the anticipated volume of traffic.

### 6.4.3 Candidate Area 3: Fulham

- The completed analysis indicated that:
  - At least two access points (assumed to be via Princes Highway/Hopkins Road and the Princes Highway/Sale-Heyfield Road roundabout) are required to accommodate the traffic anticipated to be generated by Candidate Area 3.
  - The volume of traffic generated by Candidate Area 3 needs to be restricted to 80% of the initially projected traffic volume; namely, 2,560 vph in the evening peak period.

### Princes Highway/Sale-Heyfield Road

- The Princes Highway/Sale-Heyfield Road roundabout needs to be upgraded to a four leg roundabout, with the new leg on the southern approach to comprise a right turn lane, a shared through and right turn lane and a separate left turn lane, to achieve acceptable intersection performance.
- Whilst the analysis is based on a number of broad assumptions (including the adopted traffic generation rates), the SIDRA analysis nonetheless shows that there is sufficient capacity within the modified Princes Highway/Sale-Heyfield Road roundabout to accommodate the adopted traffic volumes.

### Princes Highway/Hopkins Road

- The Princes Highway/Hopkins Road intersection needs to be upgraded to a roundabout with two lanes on the Hopkins Road approach and a single lane on the Williams Drive approach to achieve acceptable intersection performance.
- Whilst the analysis is based on a number of broad assumptions (including the adopted traffic generation rates), the SIDRA analysis nonetheless shows that there is spare capacity within the adopted geometry of the roundabout to accommodate the adopted traffic volumes.

**Traffic Engineering Assessment**  
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**Hopkins Road**

- A two lane undivided carriageway in Hopkins Road would be sufficient to accommodate the anticipated volume of traffic.

**6.5 Qualitative Assessment of Potential Access Options**

A qualitative assessment of the potential access options is shown in Table 9.

**Table 9: Qualitative Assessment of Potential Access Options**

Option	Description	Pro's	Con's	Comments
<b>Candidate Area 1</b>				
1.1	Connection via Riverside Drive	Uses existing roundabout at Princes Highway/Hunt Place Uses existing railway level crossing - upgrade not needed?	Requires land acquisition Potentially through sensitive area adjacent to Thomson River	
1.2	Connection via Hunt Place	Uses existing roundabout at Princes Highway/Hunt Place Uses existing railway level crossing - no upgrade required?	Requires land acquisition	
1.3	Access via Princes Highway/ Reid Drive	Uses existing intersection location	Requires new railway level crossing May require land acquisition	Change existing wide median treatment to a roundabout
1.4	New roundabout on Princes Highway		Requires new railway level crossing Creates an additional roundabout on Princes Highway	No sight distance issues Location dependent on spacings to treatments to east and west
1.5	Left in/left out to Princes Highway	Uses existing treatments at Polocross Drive (wide median treatment) and at Reid Drive (roundabout) Some flexibility in location(s) of intersection(s)	Requires new railway level crossing May require wide median treatment at Polocross Drive to be upgraded to a roundabout	Location(s) dictated by weaving distances

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Option	Description	Pro's	Con's	Comments
<b>Candidate Area 2</b>				
2.1	T-intersection(s) on Sale-Heyfield Road	Uses existing roundabout at Princes Highway/Sale-Heyfield Road  Uses existing railway level crossing - no upgrade required?  Flexibility in location(s) of intersection(s)	Bend in Sale-Heyfield Road limits potential location(s)	Must allow for potential road reserve widening for Sale Alternative Truck Route
2.2	Service road(s) to Sale-Heyfield Road	Allows development to front Sale-Heyfield Road  Uses existing roundabout at Princes Highway/Sale-Heyfield Road  Uses existing railway level crossing - no upgrade required?  Flexibility in location(s) of service road(s)	Bend in Sale-Heyfield Road limits potential location(s)	Must allow for potential road reserve widening for Sale Alternative Truck Route
2.3	New road off Williams Drive	Uses existing wide median treatment at Princes Highway/Williams Road/Hopkins Road  Uses existing railway level crossing	Upgrade of existing railway level crossing required  May require wide median treatment at Princes Highway/Williams Road/Hopkins Road to be upgraded to a roundabout	New T-intersection with north-south traffic having priority and west leg (existing) giving way
2.4	Access via West Sale Aerodrome	Uses existing wide median treatment at Princes Highway/Williams Road/Hopkins Road  Uses existing railway level crossing	Upgrade of existing railway level crossing required  May require wide median treatment at Princes Highway/Williams Road/Hopkins Road to be upgraded to a roundabout  Access via aerodrome car park and environs	

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Option	Description	Pro's	Con's	Comments
<b>Candidate Area 3</b>				
3.1	Access via Princes Highway/Sale-Heyfield roundabout	Uses existing intersection location	May require land acquisition	
3.2	Left in/left out to Princes Highway	Uses existing treatments at Hopkins Road/Williams Drive (wide median treatment) and at Sale-Heyfield Road (roundabout)	May require wide median treatment at Hopkins Road/Williams Drive to be upgraded to a roundabout	Location(s) dictated by weaving distances No sight distance issues
3.3	Service road(s) to Princes Highway	Allows development to front Princes Highway Utilises existing treatments at Hopkins Road/Williams Drive (wide median treatment) and at Sale-Heyfield Road (roundabout) Flexibility in location(s) of service road(s)	May require wide median treatment at Hopkins Road/Williams Drive to be upgraded to a roundabout	Location(s) dictated by weaving distances No sight distance issues
3.4	New roundabout on Princes Highway		Creates an additional roundabout on Princes Highway	No sight distance issues Location dependent on spacings to treatments to east and west
3.5	T-intersection(s) on Hopkins Road	Uses existing wide median treatment at Princes Highway/Hopkins Road/Williams Drive Flexibility in location(s) of intersection(s)	May require existing wide median treatment at Princes Highway/Hopkins Road/Williams Drive to be upgraded to a roundabout	No sight distance issues
3.6	Direct access to Hopkins Road	Allows development to front Hopkins Road Uses existing wide median treatment at Princes Highway/Hopkins Road/Williams Drive	Large lots only to front Hopkins Road Corner sites to take access off side road	No sight distance issues



**Traffic Engineering Assessment**  
West Sale and Wurruk Industrial Land Supply Strategy

Option	Description	Pro's	Con's	Comments
3.7	Service road(s) to Hopkins Road	Allows development to front Hopkins Road  Uses existing wide median treatment at Princes Highway/Hopkins Road/Williams Drive		No sight distance issues

## 7 Indicative Costs of Mitigating Works

To assist the comparison of the candidate areas, preliminary indicative costs of the upgrades required as detailed in this report (major intersections and railway level crossings) have been prepared. It is noted that these preliminary indicative costs are not based on any plans, surveys, locations of services and the like, and as such should only be relied upon for a relative comparison of the potential costs of the treatments.

Further, it is noted that, as detailed in Sections 6.1.1, 6.2.1 and 6.3.1, a number of access options exist for the candidate areas including service roads and direct property access (eg on Hopkins Road). These have not been costed.

Table 10 provides a comparison of the relative costs of the required upgrades as detailed in this report.

Table 10: Comparison of Relative Costs of Required Upgrades<sup>(1)</sup>

	Works	Preliminary Indicative Cost <sup>(2)</sup>	
		Works	Total
Candidate Area 1	Second lane on north (Hunt Place) approach to Princes Highway/Hunt Place roundabout	\$180,000	\$1,880,000
	Riverside Drive extension <sup>(2)</sup>	\$1,700,000	
Candidate Area 2	T-intersections on Sale-Heyfield Road (two)	\$1,800,000	\$4,050,000
	Second lane on north (Sale-Heyfield Road) approach to Princes Highway/Sale-Heyfield Road roundabout	\$250,000	
	Upgrade Princes Highway/Williams Drive intersection to a roundabout (with two lanes on northern (Williams Drive) approach)	\$1,500,000	
	Upgrade Williams Drive railway level crossing	\$500,000	
Candidate Area 3	Add fourth (southern) leg to Princes Highway/Sale-Heyfield Road roundabout <sup>(2)</sup>	\$300,000	\$1,800,000
	Upgrade Princes Highway/Hopkins Road intersection to a roundabout	\$1,500,000	

(1) It is noted that these preliminary indicative costs are not based on any plans, surveys, locations of services and the like, and as such should only be relied upon for a relative comparison of the potential costs of the treatments.

(2) Excludes land acquisition costs.

Appendix A  
SIDRA Output  
Candidate Area 1 - Princes  
Highway/Hunt Place

22735R-02A

Appendix B  
SIDRA Output  
Candidate Area 2 - Sale-  
Heyfield Road/Site Access

22735R-02A

Appendix C  
SIDRA Output  
Candidate Area 2 - Princes  
Highway/Sale-Heyfield Road

22735R-02A

Appendix D  
SIDRA Output  
Candidate Area 2 - Princes  
Highway/Williams Drive

22735R-02A

Appendix E  
SIDRA Output  
Candidate Area 3 - Princes  
Highway/Sale-Heyfield Road

22735R-02A

Appendix F  
SIDRA Output  
Candidate Area 3 - Princes  
Highway/Hopkins Road

22735R-02A



**APPENDIX C CULTURAL HERITAGE REPORT**

APPENDIX D BIODIVERSITY REPORT

Draft Report

## Desktop Biodiversity Assessment: West Sale and Wurruk Industrial Land Supply Strategy

Prepared for

**Urban Enterprise**

September 2017



Ecology and Heritage Partners Pty Ltd

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**Document Control**

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## 1 Introduction

Ecology and Heritage Partners Pty Ltd was commissioned by Urban Enterprise to conduct a Desktop Biodiversity Assessment for the West Sale and Wurruk Industrial Land Supply Strategy. The Strategy will inform Wellington Shire Council whether sufficient, appropriately zoned industrial land is available to meet the forecast demand over a short-medium term (five to ten-year period) and ensure that its future development can occur in a coordinated and timely manner.

The purpose of this desktop biodiversity assessment was to identify ecological values that are known to, or are likely to occur within the study area, and determine the potential regulatory and legislative implications, and potential key constraints, for future industrial use of the sites. This report discusses the results of the assessment in relation to relevant Commonwealth and State environmental legislation. The report also provides recommendations to address or reduce impacts and, where necessary, highlights components that require further investigation, such as targeted surveys.

### 1.1 Study Area

The study area is located at West Sale and Wurruk, approximately 12 kilometres west of Sale, Victoria (Figure 1). This assessment covers three sites along the Princes Highway, which have the following characteristics:

- Site 1: located to the west of the existing industrial zoned land in Wurruk:
  - Approximately 42 ha in size;
  - Zoned as Farming Zone; and,
  - The northern boundary backs on to the Thompson River and riverside vegetation.
- Site 2: located to the north of the Princes Highway and to the east of the West Sale Aerodrome:
  - Approximately 79 ha in size; and,
  - Zoned as Farming Zone.
- Site 3: located to the south of the Princes Highway and east of the Fulham Correctional Centre:
  - Approximately 104 ha in size; and,
  - Zoned as Farming Zone.

According to the Department of Environment, Land, Water and Planning (DELWP) Native Vegetation Information Management (NVIM) Tool (DELWP 2017a), the study areas occur within the Gippsland Plain bioregion. The study area is located within the jurisdiction of the West Gippsland Catchment Management Authority (CMA) and the Wellington Shire Council municipality.

## 2 Methods

### 2.1 Desktop Assessment

The following relevant literature, online-resources and databases were reviewed to provide an assessment of flora and fauna values associated with the study area:

- The DELWP NVIM Tool (DELWP 2017a) and NatureKit (DELWP 2017b) for:
  - Modelled data for location risk, remnant vegetation patches, scattered trees and habitat for rare or threatened species;
  - Current wetlands; and,
  - The extent of historic and current EVCs.
- EVC benchmarks (DELWP 2017c) for descriptions of EVCs within the relevant bioregion;
- The Victorian Biodiversity Atlas (VBA) for previously documented flora and fauna records within the project locality (DELWP 2017d);
- The Illustrated Flora Information System of Victoria (IFLISV) (Gullan 2017) for assistance with the distribution and identification of flora species;
- The Commonwealth Department of the Environment (DoEE) Protected Matters Search Tool (PMST) for matters of National Environmental Significance (NES) protected under the *Environment Protection and Biodiversity Conservation Act 1999* (EPBC Act) (DoEE 2017);
- Relevant listings under the *Victorian Flora and Fauna Guarantee Act 1988* (FFG Act), including the latest Threatened and Protected Lists (DELWP 2017e; DELWP 2016);
- The Planning Maps Online (DELWP 2017f) and Planning Schemes Online (DELWP 2017g) to ascertain current zoning and environmental overlays in the study area;
- Other relevant environmental legislation and policies as required; and,
- Aerial photography of the study area.

### 2.2 Permitted Clearing Assessment (the Guidelines)

Under the *Planning and Environment Act 1987*, Clause 52.17 of the Planning Schemes requires a planning permit from the relevant local Council to remove, destroy or lop native vegetation. The assessment process for the clearing of vegetation follows the 'Permitted clearing of native vegetation - Biodiversity assessment guidelines' (the Guidelines) (DEPI 2013). The 'Biodiversity assessment handbook - Permitted clearing of native vegetation' (the Handbook) provides clarification regarding the application of the Guidelines (DELWP 2015).

For the purposes of this desktop assessment, modelled native vegetation and condition scores provided by DELWP (2017b) was used to estimate the extent of native vegetation to be removed and quantity and quantity of biodiversity offsets that may be required for each site. However, a site assessment will be required to assess the extent and quality of native vegetation to be removed prior to submitting a planning permit to Council. The sub-sections below explains this process.

### 2.2.1 Risk-based Pathway

The Guidelines manage the impacts on biodiversity from native vegetation removal using a risk-based approach. Two factors – extent risk and location risk – are used to determine the risk associated with an application for a permit to remove native vegetation. The location risk (A, B or C) has been determined for all areas in Victoria and is available on DELWP's Native Vegetation Information Management (NVIM) Tool (DELWP 2017a). Determination of risk-based pathway is summarised in Table 1.

**Table 1. Risk-based pathways for applications to remove native vegetation (DEPI 2013)**

	Extent	Location		
		A	B	C
Native Vegetation	< 0.5 hectares	Low	Low	High
	≥ 0.5 hectares and < 1 hectare	Low	Moderate	High
	≥ 1 hectare	Moderate	High	High
Scattered Trees	< 15 scattered trees	Low	Moderate	High
	≥ 15 scattered trees	Moderate	High	High

**Notes:** For the purpose of determining the risk-based pathway of an application to remove native vegetation the extent includes any other native vegetation that was permitted to be removed on the same contiguous parcel of land with the same ownership as the native vegetation to be removed, where the removal occurred in the five year period before an application to remove native vegetation is lodged.

### 2.2.2 Vegetation Assessment

Native vegetation (as defined in Table 2) is assessed using two key parameters: extent (in hectares) and condition. Extent is determined through a field assessment. The condition score for Moderate and High Risk-based pathways must be assessed through a habitat hectare<sup>1</sup> assessment conducted by a qualified ecologist. The condition score for Low Risk-based pathways may be based on either modelled data available on the NVIM Tool (DELWP 2017a), or through a habitat hectare assessment.

In addition, all mapped wetlands (based on the DELWP 'Current Wetlands' layer) must be included as native vegetation, with the modelled condition score assigned to them (DELWP 2017b).

<sup>1</sup> A 'habitat hectare' is a unit of measurement which combines the condition and extent of native vegetation.

**Table 2. Determination of remnant native vegetation (DEPI 2013)**

Category	Definition	Extent	Condition
Remnant patch of native vegetation	An area of vegetation where at least 25 per cent of the total perennial understorey plant cover is native. OR An area with three or more native canopy trees where the canopy foliage cover is at least 20 per cent of the area.	Measured in hectares. Based on hectare area of the remnant patch.	Vegetation Quality Assessment Manual (DSE 2004).
Scattered tree	A native canopy tree that does not form part of a remnant patch.	Measured in hectares. Each scattered tree is assigned an extent of 0.071 hectares (30m diameter).	Scattered trees are assigned a default condition score of 0.2.

Notes: Native vegetation is defined in the Victoria Planning Provisions as 'plants that are indigenous to Victoria, including trees, shrubs, herbs and grasses'.

### 2.2.3 Offsets

Offsets are required to compensate for the permitted removal of native vegetation.

The offset requirements for Low risk-based pathway applications are calculated using the NVIM Tool, resulting in a Biodiversity Assessment Report.

The offset requirements for a Moderate or High risk-based pathway are calculated by DELWP, based on the vegetation condition scores determined during a biodiversity assessment. This results in a Biodiversity Assessment Report OR Biodiversity Impact and Offset Requirements report (BIOR) produced by DELWP.

For the purposes of this desktop assessment, a scenario of native vegetation clearing was carried out using modelled native vegetation and condition scores provided by DELWP (2017b), and assuming that all of the modelled vegetation within the three sites is proposed to be removed. The estimation of the offsets required was calculated using the EnSym offsets tool.

### 2.3 Assessment Qualifications and Limitations

Data and information held within the ecological databases and mapping programs reviewed in the desktop assessment (e.g. VBA, PMST, Biodiversity Interactive Maps etc.) are unlikely to represent all flora and fauna observations within, and surrounding, the study area. It is therefore important to acknowledge that a lack of documented records does not necessarily indicate that a species or community is absent.

The assessment was based on desktop information only and did not include a site assessment.



### 3 Results

#### 3.1 Native Vegetation

##### 3.1.1 Ecological Vegetation Classes (EVCs)

Pre-1750 modelled EVC mapping indicates that study area would have been historically dominated by Plains Grassy Woodland (EVC 55) and Plains Grassy Woodland/Gilgai Wetland Mosaic (EVC 259), with smaller areas of Floodplain Reedbed (EVC 863) and Floodplain Riparian Woodland (EVC 56) located along the banks of the Thomson River in Site 1 (DELWP 2017b).

Current (2005) modelled mapping of EVCs indicates that approximately 35.35 hectares of native vegetation remains within the study area (Table 3) (DELWP 2017b). Plains Grassy Woodland is modelled as occurring in all three sites, with the largest extent (14.91 hectares) of this EVC occurring within the western side of Site 2 (Figure 2). Floodplain Riparian Woodland is also modelled to be present within Site 1, and Plains Grassy Woodland/Gilgai Wetland Mosaic is modelled to be present in Site 3. All of these EVCs have a Bioregional Conservation Status of Endangered.

**Table 3.** Extent of remnant native vegetation modelled to be present in each of the three sites within the study area (2005 data; DELWP 2017b).

Site	EVC	EVC Number	Bioregional Conservation Status	Area (ha)
1	Plains Grassy Woodland	55	Endangered	1.35
1	Floodplain Riparian Woodland	56	Endangered	5.22
2	Plains Grassy Woodland	55	Endangered	8.15
2	Plains Grassy Woodland/ Gilgai Wetland Mosaic	259	Endangered	5.70
3	Plains Grassy Woodland	55	Endangered	14.91

Recent and historical aerial imagery suggests that remnant vegetation is still present within Site 1 adjacent to Thomson River (Plate 1a). However, current aerial imagery shows little evidence of native canopy cover throughout the Site 2 and 3, and it is likely that parts of these Sites have been cleared and used for agriculture (Plate 1b-c).

Rows of trees are present along fencelines and driveways, however many appear to be in straight lines and are possibly planted, which would mean that they are exempt from native vegetation clearing regulations. In particular, the area in the west of Site 2 appears to be largely cleared of any woodland vegetation, contrary to DELWP's current EVC modelling (see Figure 2). A site assessment will be required to confirm that these trees are indeed planted. It is possible that some of these trees are scattered remnant trees and/or small areas of remnant woodland. It is also possible that a native understorey and groundcover persists in some areas, even though a canopy is lacking.



**Plate 1.** Recent aerial imagery of the three sites. (a) Site 1; (b) Site 2; (c) Site 3. Source: ESRI; data not provided.

### 3.1.2 Current Wetlands

The DELWP Current Wetlands layer identified wetlands present in all three sites, with a total area of 2.23 hectares (Figure 2; Table 4; DELWP 2017b). Due to the difficulty in mapping wetlands, under the Guidelines all mapped wetlands based on this layer that are to be impacted must be included as native vegetation, with the modelled condition score assigned to them (DELWP 2017b).

**Table 4.** Extent of mapped wetlands present in each of the three sites within the study area (DELWP 2017b).

Site	Area (ha)
1	0.59
2	1.42
3	0.23

### 3.2 Significance Assessment

#### 3.2.1 Flora

The VBA contains records of five nationally significant and 19 State significant flora species previously recorded within 10 kilometres of the study area (DELWP 2017d) (Appendix 1.1; Figure 4). The PMST nominated an additional five nationally significant species which have not been previously recorded but have the potential to occur in the locality (DoE 2017).

The majority of the nearby significant flora records are from the Holey Plains State Park, located approximately 10 km to the south west of the study area, with a smaller number of records in nearby riparian and wetland habitats within the Gippsland Lakes and a nearby flora reserve (Herb Guyatt Flora Reserve) (Figure 4).

It is possible that the native vegetation present within Site 1 adjacent to Thomson River provides habitat for significant flora. However given the remainder of the Site 1, and all of Site 2 and Site 3 appears to be cleared there are unlikely to be any other areas that provide habitat for significant flora, particularly if understorey vegetation has been heavily disturbed. It is also possible that the small wetland areas indicated by the DELWP Current Wetlands layer provide habitat for significant flora species; however, this is dependent on the history and degree of disturbance (which is likely to be high) and will need to be clarified with a site assessment.

Depending on the condition of the remnant vegetation near Thomson River, and the condition of any other remnant vegetation that may be present (including wetlands), there may be suitable habitat for several State significant flora species (Appendix 1). In particular, Rough-grain Love-grass *Eragrostis trachycarpa* and Lanky Buttons *Leptorhynchus elongatus* have been recorded in roadside vegetation adjacent to Site 2, although these records are from the early 1990s and the species may no longer persist in the area.

Two nationally significant species have been found within 10 km of the study area within the last ten years: Wellington Mint-bush *Prostanthera galbraithiae* and River Swamp Wallaby-grass *Amphibromus fluitans*. Further notes on these two species are as follows:

##### Wellington Mint-bush

There are several records of the nationally significant Wellington Mint-bush located in the Holey Plains State Park. This park is the stronghold for this species, and supports ten of the 11 current or recently known populations of Wellington Mint-bush, with plants from the 11<sup>th</sup> population at Dutson Downs (approximately 25 km east of the study area) not being recorded since 1986 (Carter and Walsh 2006). Given the lack of records outside of the Holey Plains State Park, and that the preferred habitat of Wellington Mint Bush is heathy open forest, heathland and heathy woodland usually on gravelly sand (Carter and Walsh 2006), it is unlikely that the study area supports habitat for this species.

##### River Swamp Wallaby-grass

River Swamp Wallaby-grass is known from the Rosedale, Meeniyan and Wonthaggi areas in Gippsland, and occurs in both natural and man-made water-bodies, including swamps, lagoons, billabongs and dams (TSSC 2008). Habitat could potentially occur within the study area for River Swamp Wallaby-grass, within wetlands

and remnant vegetation near Thomson River. A site assessment would establish the presence of suitable habitat and the species' likelihood of presence.

### 3.2.2 Fauna

The VBA contains records of six nationally significant, 22 State significant and 9 regionally significant fauna species previously recorded within 10 kilometres of the study area (DELWP 2017d) (Appendix 2.1; Figure 5). The PMST nominated an additional 11 nationally significant species which have not been previously recorded but have the potential to occur in the locality (DoE 2016).

Habitat within the study area may be suitable to support three EPBC Act-listed species, namely Grey-headed Flying Fox *Pteropus poliocephalus*, Dwarf Galaxias *Galaxiella pusilla* and Growling Grass Frog *Litoria raniformis*.

Grey-headed Flying Fox is a highly mobile species and forages on flowering eucalypts, which may be present within the woodland patch to the north-east of the study area (Site 1).

Wetland habitat within the study area, including farm dams may provide suitable habitat for a range of aquatic and wetland dependant fauna including fish, frogs and wetland birds. Nationally significant fauna that may utilise this habitat include Dwarf Galaxias and Growling Grass Frog *Litoria raniformis*. These species also have potential to occur in the adjoining Thomson River which may be impacted by the project due to sedimentation and changes in hydrology.

There are a high number of records of State and regionally significant wetland birds within 10 kilometres of the study area including Magpie Goose *Anseranas semipalmata*, Musk Duck *Biziura lobata*, Australian Shoveler *Anas rhynchos*, Hardhead *Aythya australis*, Eastern Great Egret *Ardea modesta*, Pied Cormorant *Phalacrocorax varius*, Royal Spoonbill *Platalea regia* and Latham's Snipe *Gallinago hardwickii*. However most of these records are contained within the larger wetlands associated with Sale Common Nature Conservation Reserve located approximately 6 kilometres to the south-east of the study area.

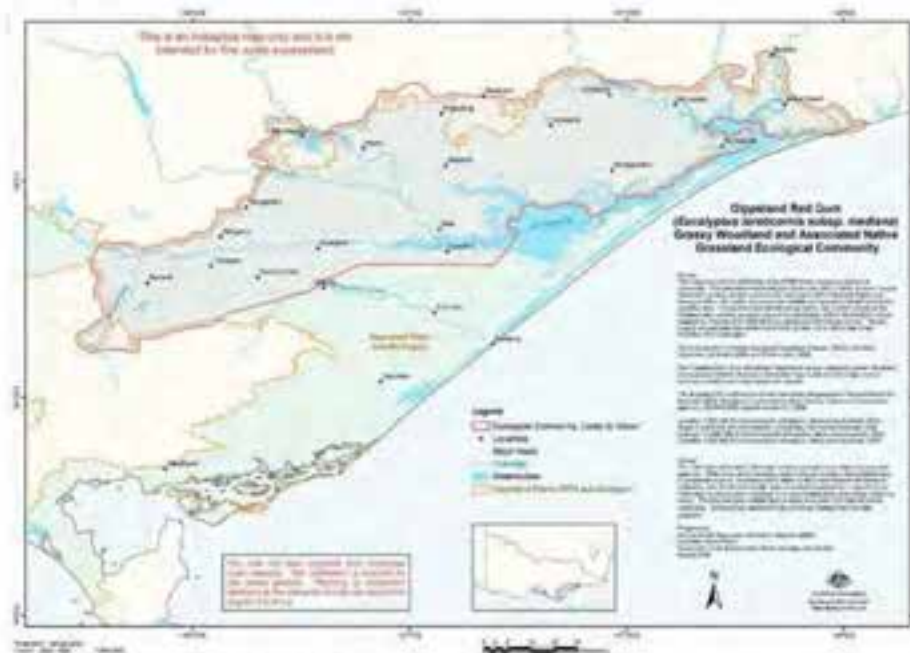
The VBA and PMST contain records for 15 migratory species. The majority of records are from the coastline, lakes and wetlands in the surrounding landscape associated with the Gippsland Lakes Ramsar site (Figure 5). Aerial imagery indicates that the study area does not support any significant water bodies, and as such it is unlikely to provide 'important habitat' for migratory species as defined under the EPBC Act; although, migratory species may fly over the study area during their migration period or en-route to better quality habitats in the surrounding area.

### 3.2.3 Communities

Three nationally listed ecological communities are predicted to occur within 10 kilometres of the study area (DoEE 2017):

- Natural Damp Grassland of the Victorian Coastal Plains;
- Gippsland Red Gum (*Eucalyptus tereticornis* subsp. *mediana*) Grassy Woodland and Associated and Native Grassland; and,
- Seasonal Herbaceous Wetlands (Freshwater) of the Temperate Lowland Plains.

Any Plains Grassy Woodland that is present within the study area will need to be assessed against the condition thresholds for the Gippsland Red Gum (*Eucalyptus tereticornis* subsp. *mediana*) Grassy Woodland and Associated and Native Grassland, as the study area falls within the indicative area for the occurrence of this community (Plate 2), and the Gippsland Plains Grassy Woodland EVC can correspond to this community (DEWHA 2010).



**Plate 2.** Indicative map of the distribution of the Gippsland Red Gum (*Eucalyptus tereticornis* subsp. *mediana*) Grassy Woodland and Associated and Native Grassland (DEWHA 2010).

It is unlikely that Natural Damp Grassland of the Victorian Coastal Plains occurs within the study area, given that grassland EVCs are not modelled to occur (DELWP 2017b), and that the study area has been used for agricultural purposes, likely resulting in a high level of understorey degradation.

Seasonal Herbaceous Wetlands (Freshwater) of the Temperate Lowland Plains has potential to occur in the study area. The DELWP Current Wetlands layer indicates the presence of several wetlands, and there is an area of modelled Plains Grassy Woodland/Gilgai Wetland Mosaic EVC in Site 3 (Figure 2). The listing advice for this community lists Gilgai Wetland (EVC 678) as one of the EVCs that can correspond with the Seasonal Herbaceous Wetlands (Freshwater) of the Temperate Lowland Plains ecological community (TSSC 2012). If the area has been significantly disturbed as a result of cultivation, then the potential for this community to occur is low.

Two FFG Act-listed ecological communities are modelled to occur in the study area (Figure 2, DELWP 2017b):

- Central Gippsland Plains Grassland; and,
- Forest Red Gum Grassy Woodland.

Both of these communities correspond to the nationally significant Gippsland Red Gum (*Eucalyptus tereticornis* subsp. *mediana*) Grassy Woodland and Associated and Native Grassland, and may occur in the study area if remnant Plains Grassy Woodland is found to occur.

### 3.3 Permitted Clearing Assessment (the Guidelines)

#### 3.3.1 Vegetation proposed to be removed

In the event that native vegetation within the three sites is proposed to be cleared, a site assessment would be required to determine the extent of clearing and the associated risk-based pathway. Location Risk for each site is provided in Figure 3. An explanation of how risk-based pathway is determined is provided in Section 2.2.1.

For the purposes of this desktop assessment, a scenario of native vegetation clearing was investigated using modelled native vegetation and condition scores provided by DELWP (2017b), and assuming that all of the modelled vegetation is proposed to be removed. The estimation of the offsets required was calculated using the EnSym offsets tool.

Note that this includes the extent of modelled EVCs as well as the extent of wetlands provided in the DELWP Current Wetlands layer.

#### Site 1:

The study area is within Location A, with 7,170 hectares of modelled native vegetation present. If all modelled vegetation is proposed to be removed, the permit application would fall under the Moderate Risk-based pathway.

**Table 5.** Permitted Clearing Assessment (the Guidelines)

Risk-based pathway	Moderate
Total Extent*	7,170
Remnant Patch (ha)	7,170
Scattered Trees (no.)	0
Location Risk	A
Strategic Biodiversity Score	0.332

\* Extent based on modelled native vegetation extent provided by DELWP (2017b)

#### Site 2:

The study area is within Location A, with 16,323 hectares of modelled native vegetation present. If all modelled vegetation is proposed to be removed, the permit application would fall under the Moderate Risk-based pathway.

**Table 5. Permitted Clearing Assessment (the Guidelines)**

Risk-based pathway	High
Total Extent*	16.337
Remnant Patch (ha)	16.337
Scattered Trees (no.)	0
Location Risk	C
Strategic Biodiversity Score	0.770

\* Extent based on modelled native vegetation extent provided by DELWP (2017b)

**Site 3:**

The study area is within Location A, with 14.089 hectares of modelled native vegetation present. If all modelled vegetation is proposed to be removed, the permit application would fall under the High Risk-based pathway.

**Table 4. Permitted Clearing Assessment (the Guidelines)**

Risk-based pathway	Moderate
Total Extent*	14.101
Remnant Patch (ha)	14.101
Scattered Trees (no.)	0
Location Risk	A
Strategic Biodiversity Score	0.111

\* Extent based on modelled native vegetation extent provided by DELWP (2017b)

**3.3.2 Offset Targets**

Based on an estimate of 100% loss of vegetation modelled by DELWP, the offset requirement for native vegetation removal is as follows: Site 1 = 1.762 General Biodiversity Equivalence Units (BEU); Site 2 = 1.728 General BEUs along with 9.023 Specific units of habitat for Rough-grain Love-grass; Site 3 = 0.471 General BEUs. Please note that these results are based on desktop data only and are unlikely to represent the true offset targets at each site.

**Table 6. Offset targets, based on the assumption of 100% loss of all modelled vegetation (DELWP 2017b) within study area. BEU = Biodiversity Equivalence Units**

	Site 1	Site 2	Site 3
General Offsets Required	1.762 General BEUs	1.728 General BEUs	0.471 General BEUs
Specific Offsets Required	None	9.023 specific units of habitat for Rough-grain Love-grass	None
Vicinity (catchment / LGA)	West Gippsland CMA or Wellington Shire Council	West Gippsland CMA or Wellington Shire Council	West Gippsland CMA or Wellington Shire Council
Minimum Strategic Biodiversity Score*	0.265	0.443	0.089

## 4 Legislative and Policy Implications

### 4.1 Environment Protection and Biodiversity Conservation Act 1999 (Commonwealth)

The EPBC Act establishes a Commonwealth process for the assessment of proposed actions likely to have a significant impact on any matters of National Environmental Significance (NES), described in Table 7.

**Table 7. Potential impacts to matters of National Environmental Significance (NES)**

Matter of NES	Potential Impacts
World Heritage properties	The proposed action will not impact any properties listed for World Heritage.
National heritage places	The proposed action will not impact any places listed for national heritage.
Ramsar wetlands of international significance	The study area occurs within the same catchment as one Ramsar wetland (DoEE 2017): Gippsland Lakes. Management practices and construction techniques should be consistent with Construction Techniques for Sediment Pollution Control (EPA 1991) and Environmental Guidelines for Major Construction Sites (EPA 1995). It is possible that the proposed action will impact the ecological character of any Ramsar wetland if erosion and sediment control, and changes to surface-water flows, is not properly considered.
Threatened species and ecological communities	There is potential for one listed flora species occurring in the study area – River Swamp Wallaby-grass. It is possible that there may be habitat for three fauna species listed under the EPBC Act: Grey-headed Flying Fox, Growling Grass Frog and Dwarf Galaxias. It is possible that two listed communities occur in the study area: Gippsland Red Gum ( <i>Eucalyptus tereticornis</i> subsp. <i>medione</i> ) Grassy Woodland and Associated and Native Grassland occurs within the study area; and, Seasonal Herbaceous Wetlands (Freshwater) of the Temperate Lowland Plains.
Migratory and marine species	The PMST search nominated 15 migratory species as having been recorded within 10 kilometres of the study area (DoEE 2017). However, the study area is unlikely to provide important habitat that migratory species would be dependent upon.
Commonwealth marine area	The proposed action will not impact any Commonwealth marine areas.
Nuclear actions (including uranium mining)	The proposed action is not a nuclear action.
Great Barrier Reef Marine Park	The proposed action will not impact the Great Barrier Reef Marine Park.
Water resources impacted by coal seam gas or mining development	The proposed action is not a coal seam gas or mining development.

#### 4.1.1 Implications

Development of the study area has potential to have a significant impact upon two matters of NES: Ramsar Wetlands of International Significance, and, threatened species and ecological communities. A site assessment is recommended to determine the presence and potential impact to threatened species and ecological communities. A hydrological assessment is recommended to determine what impact the development is likely to have on the water quality and quantity of Thomson River and downstream



Gippsland Lakes. If a significant impact to any matter of NES is likely, the proposed development should be referred to the Commonwealth Minister of the Environment for consideration under the EPBC Act. -

#### 4.2 **Environment Effects Act 1978**

The EE Act provides for assessment of proposed actions that are capable of having a significant effect on the environment via the preparation of an Environment Effects Statement (EES). A project with potential adverse environmental effects that, individually or in combination, could be significant in a regional or State context should be referred. An action may be referred for an EES decision where:

- one of the following occurs:
  - Potential clearing of 10 hectares or more of native vegetation from an area that:
    - is of an EVC identified as endangered by DELWP;
    - is of Very High conservation significance; or,
    - is not authorised under an approved Forest Management Plan or Fire Protection Plan.
  - Potential long-term loss of a significant proportion (1-5% depending on conservation status of species) of known remaining habitat or population of a threatened species within Victoria.
- or where two or more of the following occur:
  - Potential clearing of 10 hectares or more of native vegetation, unless authorised under an approved Forest Management Act or Fire Protection Plan;
  - Matters listed under the FFG Act:
    - Potential loss of a significant area of a listed ecological community;
    - Potential loss of a genetically important population of an endangered or threatened species;
    - Potential loss of critical habitat; or,
    - Potential significant effects on habitat values of a wetland supporting migratory birds.

##### 4.2.1 **Implications**

More than 10 hectares of EVCs identified as Endangered has been modelled by DELWP occur within the study area. As such, development of the study area may trigger an EES referral. A site assessment to confirm the extent of Endangered EVCs should be undertaken before assessing whether an EES referral is required.

#### 4.3 **Flora and Fauna Guarantee Act 1988 (Victoria)**

The FFG Act is the primary legislation dealing with biodiversity conservation and sustainable use of native flora and fauna in Victoria. Proponents are required to apply for an FFG Act Permit to 'take' listed and/or protected flora species, listed vegetation communities and listed fish species in areas of public land (i.e. within road reserves, drainage lines and public reserves). An FFG Act permit is generally not required for

removal of species or communities on private land, or for the removal of habitat for a listed terrestrial fauna species.

There may be suitable habitat within the study area for species 'listed' or 'protected' under the FFG Act, however this will need to be confirmed by a site assessment (Appendix 1, Appendix 2).

#### 4.3.1 Implications

An FFG Act permit is not required to impact on listed species or ecological communities on private land. However, the presence of FFG Act-listed species and ecological communities is relevant when assessing triggers for an EES referral.

#### 4.4 Planning and Environment Act 1987

The *Planning and Environment Act 1987* outlines the legislative framework for planning in Victoria and for the development and administration of planning schemes. All planning schemes contain native vegetation provisions at Clause 52.17 which require a planning permit from the relevant local Council to remove, destroy or lop native vegetation on a site of more than 0.4 hectares, unless an exemption under clause 52.17-7 of the Victorian Planning Schemes applies (Appendix 1.5.3) or a subdivision is proposed with lots less than 0.4 hectares<sup>3</sup>. Local planning schemes may contain other provisions in relation to the removal of native vegetation.

##### 4.4.1 Planning Zones and Overlays

The study area is located within the Wellington Shire Council municipality. The following zoning and overlays apply (DELWP 2017f, 2017g):

- Farming Zone (FZ);
- Flood and Land Subject to Inundation Overlay (Schedule 6); and,
- Public Use Schedule 1 (PUZ1).

##### 4.4.2 The Guidelines

The State Planning Policy Framework and the decision guidelines at Clause 52.17 (Native Vegetation) and Clause 12.01 require Planning and Responsible Authorities to have regard for 'Permitted clearing of native vegetation - Biodiversity assessment guidelines' (the Guidelines) (DEPI 2013).

##### 4.4.3 Implications

Based on an estimate of modelled DELWP data, and assuming 100% loss of vegetation, the following pathways apply:

- Site 1:

<sup>3</sup> In accordance with the Victorian Civil and Administrative Tribunal's (VCAT) decision *Vilawood v Greater Bendigo CC* (2005) VCAT 2703 (20 December 2005) all native vegetation is considered lost where proposed lots are less than 0.4 hectares in area and must be offset at the time of subdivision.

- The study area is within Location A, with 7.170 hectares of modelled native vegetation present.
- The permit application would fall under the Moderate Risk-based pathway
- Site 2:
  - The study area is within Location A, with 16.323 hectares of modelled native vegetation present.
  - The permit application would fall under the Moderate Risk-based pathway.
- Site 3:
  - The study area is within Location A, with 14.089 hectares of modelled native vegetation present.
  - The permit application would fall under the High Risk-based pathway.

Based on an estimate of 100% loss of vegetation as modelled by DELWP, the offset requirement for native vegetation removal is as follows:

- Site 1: 1.762 General Biodiversity Equivalence Units (BEU);
- Site 2: 1.728 General BEUs along with 9.023 Specific units of habitat for Rough-grain Love-grass; and,
- Site 3: 0.471 General BEUs.

A Planning Permit from Wellington Shire Council is required to remove, destroy or lop any native vegetation. The application will be referred to DELWP if greater than 0.5 hectares of vegetation are proposed for removal. Offsets will need to be achieved in accordance with the Guidelines. Specific offsets for Rough-grain Love-grass are likely to be difficult to locate and require additional effort to secure than general offsets.

#### **4.5 Catchment and Land Protection Act 1994**

The CaLP Act contains provisions relating to catchment planning, land management, noxious weeds and pest animals. Landowners are responsible for the control of any infestation of noxious weeds and pest fauna species to minimise their spread and impact on ecological values.

As the study area is expected to have been disturbed as a result of agricultural disturbances and from adjoining land uses, there is potential for a number of declared noxious weeds and animals to be present.

##### **4.5.1 Implications**

The development is likely to require management actions to avoid the introduction or spread of declared noxious weeds and pest animals to ensure compliance with the CaLP Act. Compliance with the CaLP Act will be required in all sections of the study area and can be addressed through the preparation of a Construction Environmental Management Plan (CEMP) or similar document.

#### **4.6 Wildlife Act 1975**

The *Wildlife Act 1975* (and associated *Wildlife Regulations 2013*) is the primary legislation in Victoria providing for protection and management of wildlife. Authorisation for habitat removal may be obtained

under the *Wildlife Act 1975* through a licence granted under the *Forests Act 1958*, or under any other Act such as the *Planning and Environment Act 1987*.

#### 4.6.1 Implications

Removal of any habitat trees or shrubs should be supervised by a trained fauna handler with appropriate authorisation under the Act for salvage and translocation.

#### 4.7 Best Practice Mitigation Measures

Recommended measures to mitigate impacts upon terrestrial and aquatic values present within the study area may include:

- Consideration of Water Sensitive Urban Design techniques such as stormwater treatment wetlands, bio-retention systems, porous paving or swales;
- Minimise impacts to native vegetation and habitats through construction and micro-siting techniques, including fencing retained areas of native vegetation. If indeed necessary, trees should be lopped or trimmed rather than removed. Similarly, soil disturbance and sedimentation within wetlands should be avoided or kept to a minimum, to avoid, or minimise impacts to fauna habitats;
- All contractors should be aware of ecologically sensitive areas to minimise the likelihood of inadvertent disturbance to areas marked for retention. Habitat Zones (areas of sensitivity) should be included as a mapping overlay on any construction plans;
- Tree Retention Zones (TRZs) should be implemented to prevent indirect losses of native vegetation during construction activities (DSE 2011). A TRZ applies to a tree and is a specific area above and below the ground, with a radius 12 x the DBH. At a minimum standard a TRZ should consider the following:
  - A TRZ of trees should be a radius no less than two metres or greater than 15 metres;
  - Construction, related activities and encroachment (i.e. earthworks such as trenching that disturb the root zone) should be excluded from the TRZ;
  - Where encroachment exceeds 10% of the total area of the TRZ, the tree should be considered as lost and offset accordingly;
  - Directional drilling may be used for works within the TRZ without being considered encroachment. The directional bore should be at least 600 millimetres deep;
  - The above guidelines may be varied if a qualified arborist confirms the works will not significantly damage the tree (including stags / dead trees). In this case the tree would be retained and no offset would be required; and,
  - Where the minimum standard for a TRZ has not been met an offset may be required.
- Removal of any habitat trees or shrubs (particularly hollow-bearing trees) should be undertaken between February and September to avoid the breeding season for the majority of fauna species. If any habitat trees or shrubs are proposed to be removed, this should be undertaken under the

supervision of an appropriately qualified zoologist to salvage and translocate any displaced fauna. A Fauna Management Plan may be required to guide the salvage and translocation process;

- Where possible, construction stockpiles, machinery, roads, and other infrastructure should be placed away from areas supporting native vegetation, LOTs and/or wetlands;
- Ensure that best practice sedimentation and pollution control measures are undertaken at all times, in accordance with Environment Protection Agency guidelines (EPA 1991; EPA 1996; Victorian Stormwater Committee 1999) to prevent offsite impacts to waterways and wetlands; and,
- As indigenous flora provides valuable habitat for indigenous fauna, it is recommended that any landscape plantings that are undertaken as part of the proposed works are conducted using indigenous species sourced from a local provenance, rather than exotic deciduous trees and shrubs.

In addition to these measures, the following documents should be prepared and implemented prior to any construction activities:

- Construction Environmental Management Plan (CEMP). The CEMP should include specific species/vegetation conservation strategies, daily monitoring, sedimentation management, site specific rehabilitation plans, weed and pathogen management measures, etc.;
- Weed Management Plan. This plan should follow the guidelines set out in the CalP Act, and clearly outline any obligations of the project team in relation to minimising the spread of weeds as a result of this project. This may include a pre-clearance weed survey undertaken prior to any construction activities to record and map the locations of all noxious and environmental weeds;
- Significant Species Conservation Management Plan (CMP). A CMP will be required if significant species or their habitats are proposed to be impacted, and may include a salvage and translocation plan;
- Fauna Management Plan. This may be required if habitat for common fauna species is likely to be impacted and salvage and translocation must be undertaken to minimise the risk of injury or death to those species ; and,
- A Kangaroo Management Plan (KMP). The KMP provides a long-term, adaptable strategy for the management of Eastern Grey Kangaroos, and must be prepared to the satisfaction of DELWP.

#### 4.8 Offset Impacts

##### 4.8.1 Offset Options

Potential offsets may be sourced using the following mechanisms:

- **BushBroker:** BushBroker maintains a register of landowners who are willing to sell offset credits. Offsets secured by Bushbroker are done so via a Section 69 Agreement under the *Conservation, Forest and Lands Act 1987*.
- **Trust for Nature:** Trust for Nature holds a list of landowners who are willing to sell vegetation offsets. Offsets secured by Trust for Nature are done so under the *Victorian Conservation Trust Act 1972*.
- **Local Councils:** The proponent may contact local councils to seek availability of offsets.

- Over-the-Counter Offsets Scheme: The Guidelines include the expansion of the "Over-the-Counter" (OTC) Offsets Scheme, allowing non-government agencies to establish themselves as OTC Facilities. OTC Facilities will broker native vegetation offsets (credits) between landholders (with offset sites) and permit holders (with offset requirements).

#### 4.8.2 Offset Strategy

Ecology and Heritage Partners are a DELWP accredited OTC offset broker.

Ecology and Heritage Partners can investigate whether the offset obligations that are ultimately generated by this proposal can be satisfied through existing credits registered in our OTC database. Several landowners registered in our offset database have suitable General Biodiversity Equivalence Unit (BEUs) native vegetation credits available within Wellington Shire Council and the West Gippsland CMA, and it is anticipated that the relevant General offset obligations generated by this proposal can be secured through an OTC scheme without any difficulty should a permit be issued for the development.

If Specific offsets for Rough-grain Love-grass are required, Ecology and Heritage Partners can conduct further investigations to locate suitable offsets.

## 5 Opportunities and Further Requirements

Native vegetation and biodiversity values are most likely to be present in Site 1 adjacent to Thomson River, as indicated by modelled DELWP vegetation and aerial imagery. Opportunities for the proposed future development of the sites are likely to have a lower impact on biodiversity values in other areas of Site 1 away from the Thomson River, as well as within Sites 2 and 3. Although there is modelled vegetation elsewhere in the study area, the extent of remnant vegetation in the remainder of the study area is likely to be very low, as indicated by the lack of extensive areas of tree canopies in aerial photos.

Other considerations include the following:

- If Plains Grassy Woodland is present within the study area, it should be assessed against the condition thresholds for the nationally significant Gippsland Red Gum (*Eucalyptus tereticornis* subsp. *mediana*) Grassy Woodland and Associated and Native Grassland. If Gilgai Wetland is present it should be assessed against the condition thresholds for the nationally significant Seasonal Herbaceous Wetlands (Freshwater) of the Temperate Lowland Plains. Depending on the outcome of the site assessment, a referral under the EPBC Act may be required.
  - The likelihood of other nationally significant species or communities present is considered to be low, with a site inspection required to determine whether there is habitat for Grey-headed Flying Fox, Growling Grass Frog and Dwarf Galaxias;
- Due to the proximity of the Gippsland Lakes Ramsar site, a referral may be required if significant impacts are expected to occur as a result of the development.
- Any offsets associated with native vegetation removal will need to include the extent of mapped wetlands provided in the DELWP Current Wetlands layer (a total of 2.23 hectares), in addition to any native vegetation recorded during a site visit;
- Any permit applications for vegetation removal within the Moderate or High risk-based pathway will need to include additional information in the permit application:
  - A habitat hectare assessment of the native vegetation to be removed.
  - A statement outlining what steps have been taken to minimise the impacts of the removal of native vegetation on biodiversity.
  - An 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.
  - An offset strategy that details how a compliant offset will be secured to offset the biodiversity impacts of the removal of native vegetation.
- The information provided in this report is based on requirements under the current Guidelines (DEPI 2013). It should be noted that DELWP are currently revising the Guidelines, with the new native vegetation clearing assessment guidelines due to be released later in 2017. There is likely to be a transitional period, however any permit applications under the revised guidelines may require additional considerations.

As the findings of this assessment are preliminary only and based on desktop information, a site visit is recommended to determine the accuracy of the data reviewed and provide further clarity regarding the presence of ecological values, particularly the extent of native vegetation, the presence of habitat for significant species, and the presence of the nationally significant ecological communities.

Further requirements associated with development of the study area, as well as additional studies or reporting that may be required, are provided in Table 8.

**Table 8. Further requirements associated with development of the study area**

Relevant Legislation	Implications	Further Action
<i>Environment Protection and Biodiversity Conservation Act 1999</i>	Development of the study area has potential to have a significant impact upon two matters of NES: Ramsar Wetlands of International Significance, and, threatened species and ecological communities. A site assessment is recommended to determine the presence and potential impact to threatened species and ecological communities. A hydrological assessment is recommended to determine what impact the development is likely to have on the water quality and quantity of Thomson River and downstream Gippsland Lakes. If a significant impact to any matter of NES is likely, the proposed development should be referred to the Commonwealth Minister of the Environment for consideration under the EPBC Act.	Conduct site assessment and confirm development footprint.
<i>Flora and Fauna Guarantee Act 1988</i>	An FFG Act permit is not required to impact on listed species or ecological communities on private land. However, the presence of FFG Act-listed species and ecological communities is relevant when assessing triggers for an EES referral.	No further action required.
<i>Planning and Environment Act 1987</i>	Implications based on presence of native vegetation based on modelled DELWP data: Site 1: The study area is within Location A, with 7,370 hectares of modelled native vegetation present. If all modelled vegetation is proposed to be removed, the permit application would fall under the Moderate Risk-based pathway. Site 2: The study area is within Location A, with 16,323 hectares of modelled native vegetation present. If all modelled vegetation is proposed to be removed, the permit application would fall under the Moderate Risk-based pathway. Site 3: The study area is within Location A, with 14,089 hectares of modelled native vegetation present. If all modelled vegetation is proposed to be removed, the permit application would fall under the High Risk-based pathway. Based on an estimate of 100% loss of vegetation as modelled by DELWP, the offset requirement for native vegetation removal is as follows: Site 1: 1,762 General Biodiversity Equivalence Units (BEU); Site 2: 1,728 General BEUs along with 9,023 Specific	Conduct site biodiversity assessment and confirm development footprint. Calculate offsets requirements and complete planning permit application. Planning Permit conditions may include a requirement for: <ul style="list-style-type: none"> <li>• Demonstration of impact minimisation,</li> <li>• Identification of a compliant offset, as detailed in Section 3.1.</li> <li>• A Construction Environment Management Plan (CEMP).</li> <li>• A Bushfire Management Statement.</li> <li>• A Kangaroo Management Plan (KMP).</li> </ul>



Relevant Legislation	Implications	Further Action
	<p>units of habitat for Rough-grain Love-grass; and,</p> <p>Site 3: 0.471 General BEUs.</p> <p>A Planning Permit from Wellington Shire Council is required to remove, destroy or lop any native vegetation. The application will be referred to DELWP if greater than 0.5 hectares of vegetation are proposed for removal. Offsets will need to be achieved in accordance with the Guidelines. Specific offsets for Rough-grain Love-grass are likely to be difficult to locate and require additional effort to secure than general offsets.</p>	
Catchment and Land Protection Act 1994	Several weed species listed under the CalP Act were recorded within the study area. To meet requirements under the CalP Act, listed noxious weeds should be appropriately controlled throughout the study area.	Include management actions to avoid and minimise the spread of declared noxious species in accordance with the Act. Any actions to be implemented should be included in a CEMP or similar document.
Water Act 1989	A 'works on waterways' permit is likely to be required from the West Gippsland CMA where any action impacts on waterways within the study area.	Obtain a 'works on waterways' permit from West Gippsland CMA if works on Thomason River or other waterways is proposed.
Wildlife Act 1975	Any persons engaged to conduct salvage and translocation or general handling of terrestrial fauna species must hold a current Management Authorisation.	Ensure wildlife specialists hold a current Management Authorisation.

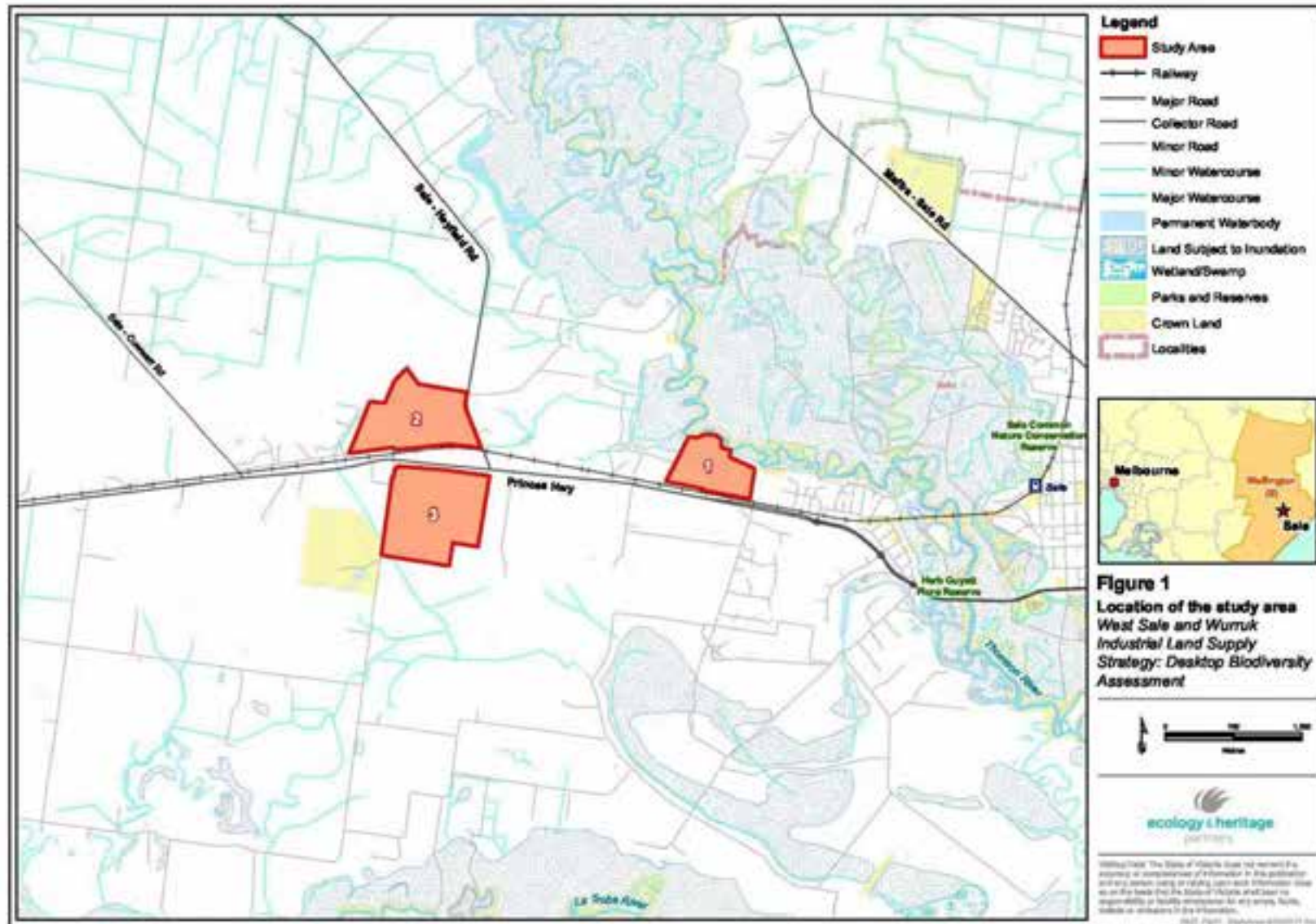
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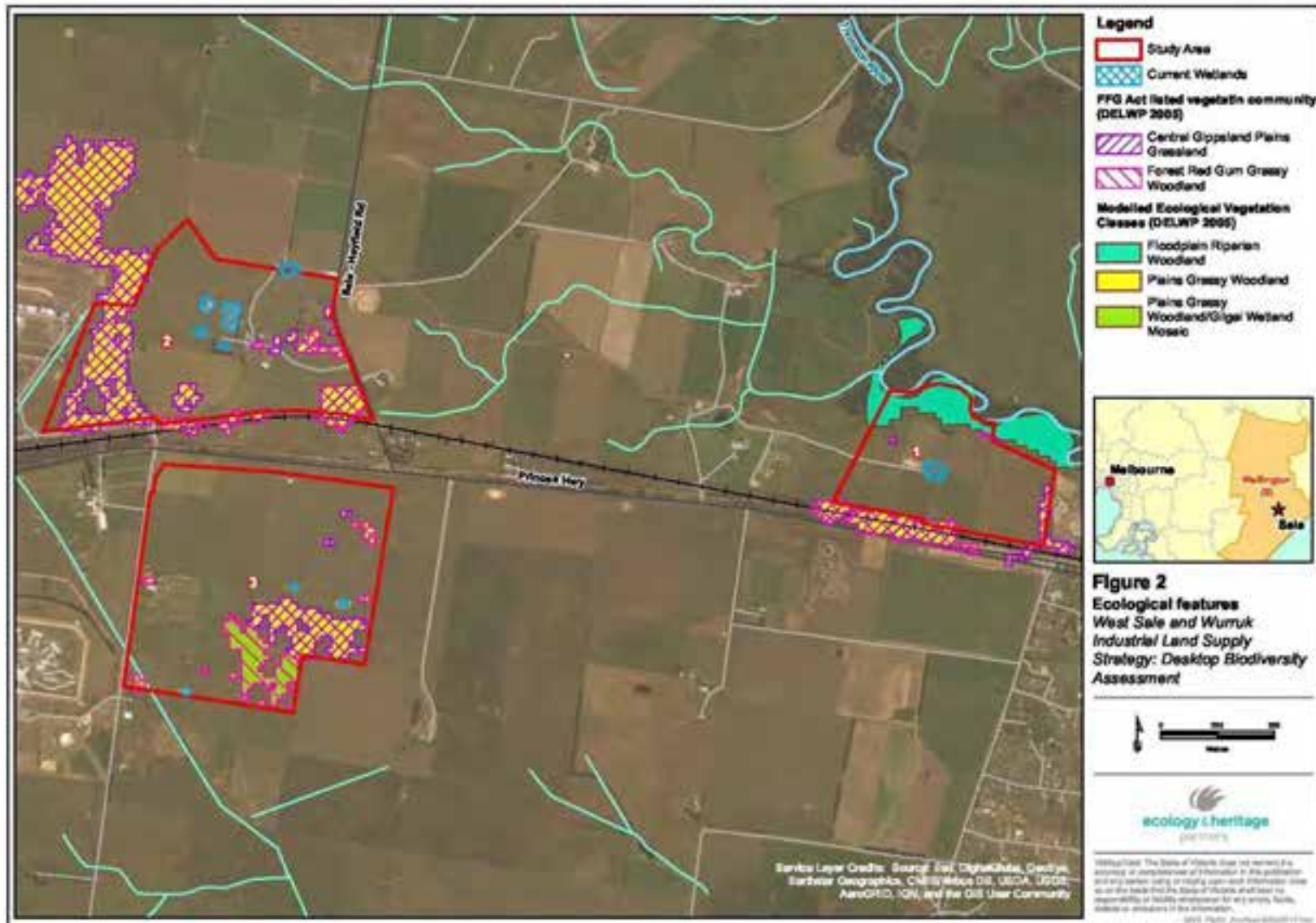
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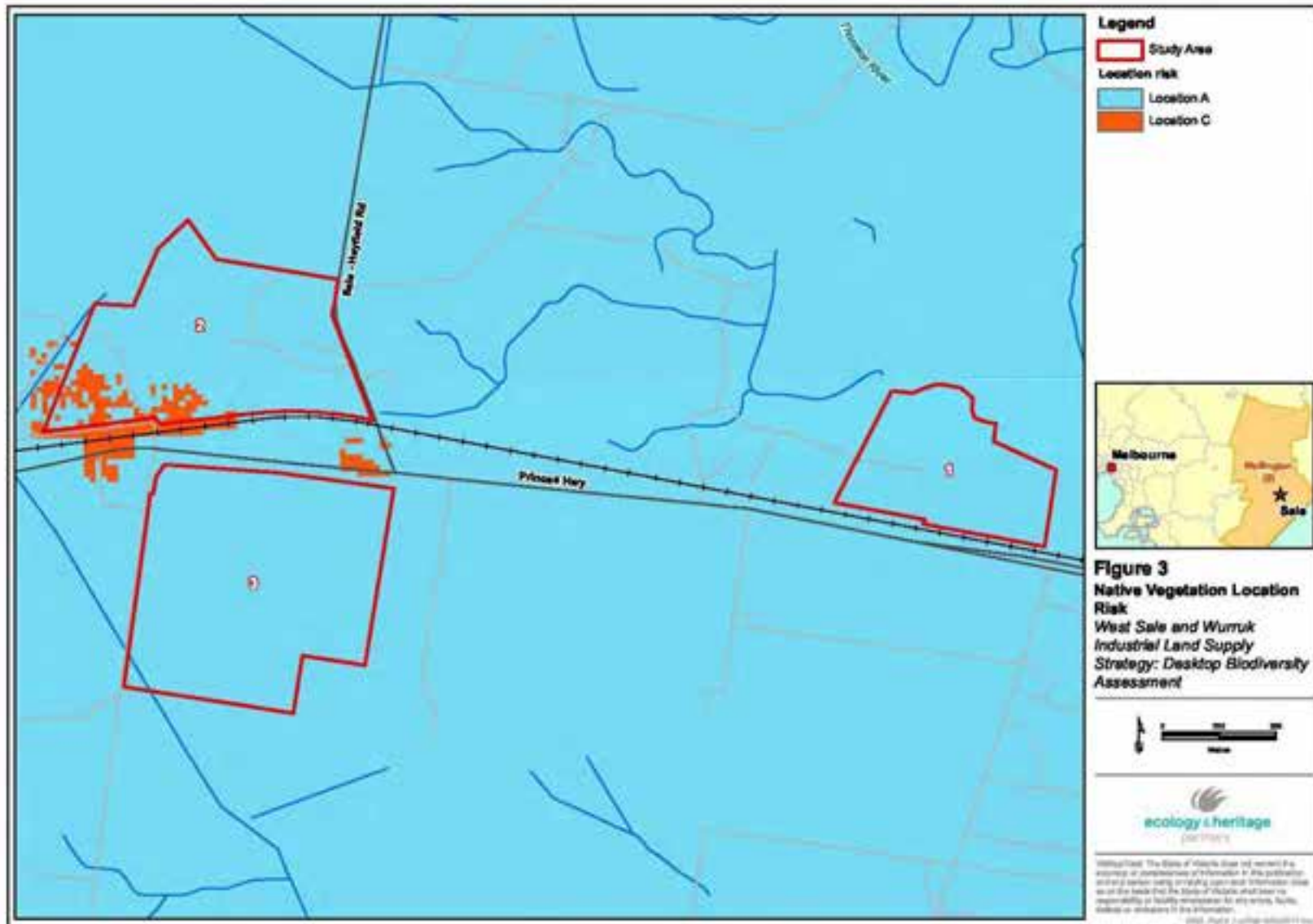
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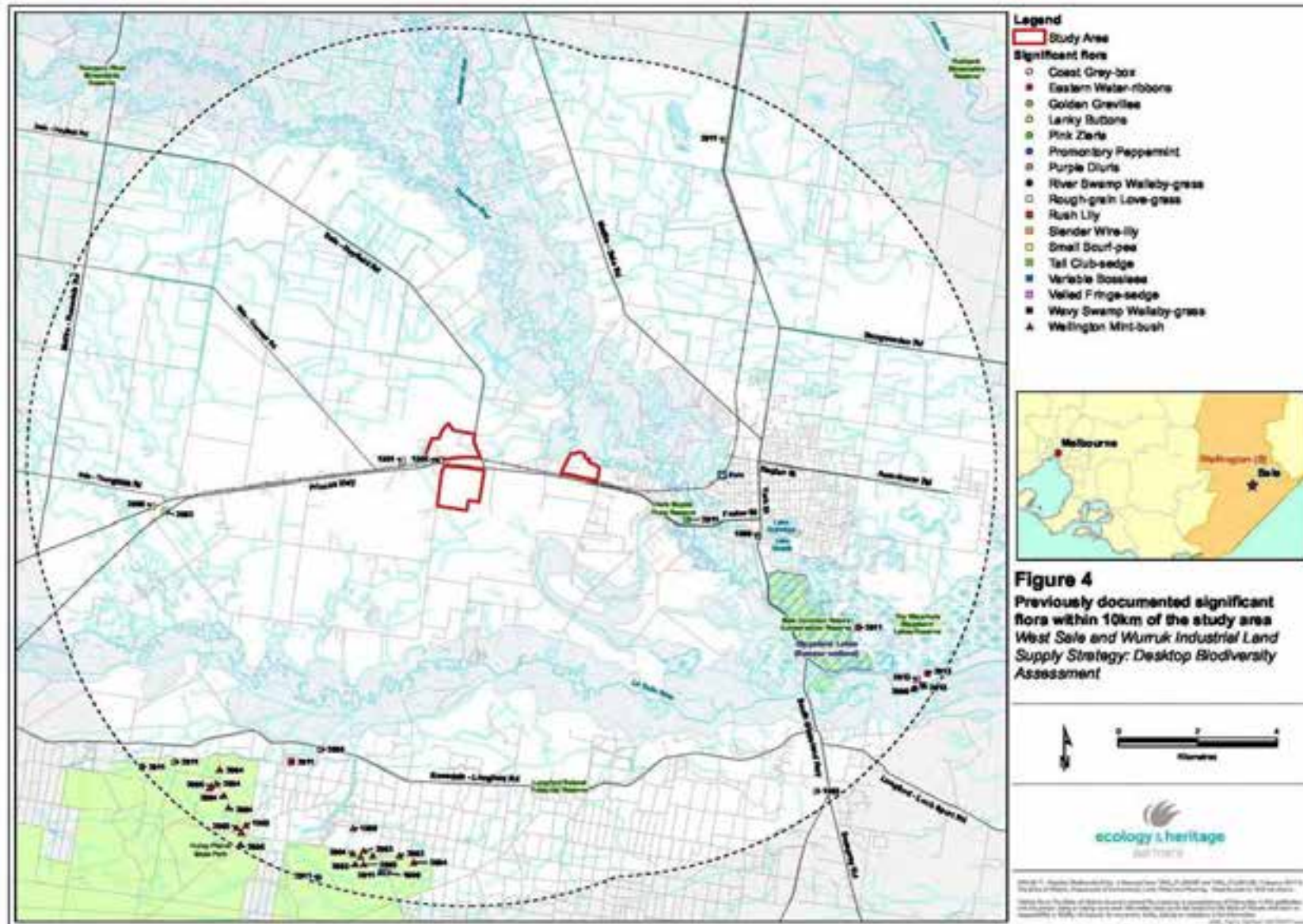
**Figures**

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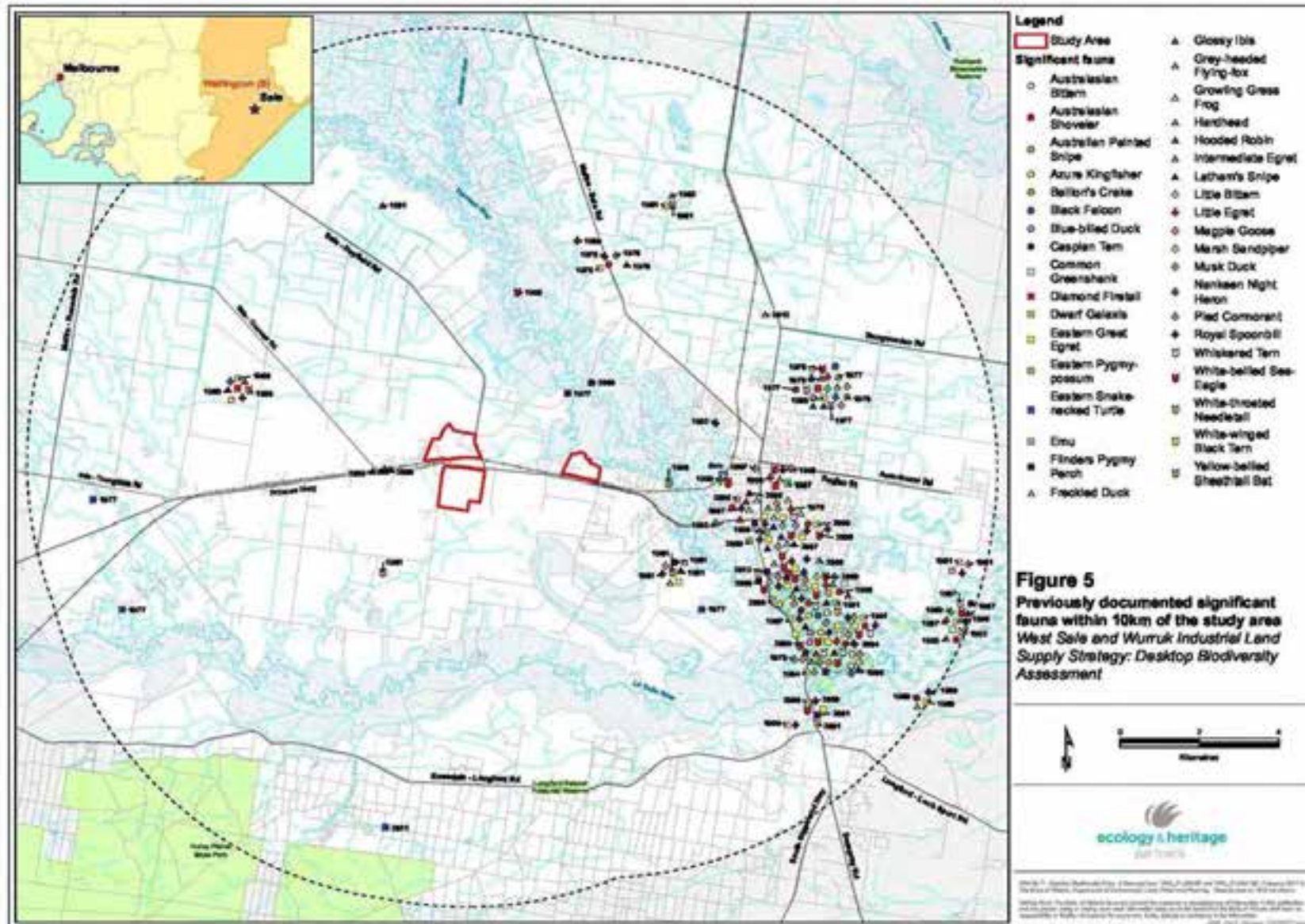












## Appendix 1 - Flora

**Table A1.1** Significant flora recorded within 50 kilometres of the study area

**Likelihood:** Habitat characteristics of significant flora species previously recorded within 50 kilometres of the study area, or that may potentially occur within the study area were assessed to determine their likelihood of occurrence. The likelihood of occurrence rankings are defined below.

**1 - Known occurrence**

- Recorded within the study area recently (i.e. within ten years)

**2 - High Likelihood**

- Previous records of the species in the local vicinity; and/or,
- The study area contains areas of high quality habitat.

**3 - Moderate Likelihood**

- Limited previous records of the species in the local vicinity; and/or,
- The study area contains poor or limited habitat.

**4 - Low Likelihood**

- Poor or limited habitat for the species however other evidence (such as a lack of records or environmental factors) indicates there is a very low likelihood of presence.

**5 - Unlikely**

- No suitable habitat and/or outside the species range.

Scientific name	Common name	Total # of documented records	Last documented record	EPBC	FFG	DEP	Likely occurrence in study area <sup>1</sup>
<b>NATIONAL SIGNIFICANCE</b>							
<i>Amphibromus fuitans</i>	River Swamp Wallaby-grass	2	2008	VU	-	-	2/3
<i>Dianella amoena</i> #	Matted Flax-lily	-	-	EN	L	e	4
<i>Dodonaea procumbens</i>	Trailing Hop-bush	1	1900	VU	-	v	4
<i>Glycine latrobeana</i>	Clover Glycine	1	1882	VU	L	v	4
<i>Prasophyllum corectum</i> #	Gaping Leek-orchid	-	-	EN	L	e	4
<i>Prasophyllum frenschii</i> #	Maroon Leek-orchid	-	-	EN	L	e	4
<i>Prostanthera galbraithiae</i>	Wellington Mint-bush	20	2011	VU	L	v	4
<i>Rulingia prostrata</i> #	Dwarf Korrawang	-	-	EN	L	e	4
<i>Thelymitra epipactoides</i>	Metallic Sun-orchid	1	1895	EN	L	e	4
<i>Xerochrysum pilustre</i> #	Swamp Everlasting	-	-	VU	L	v	4

Scientific name	Common name	Total # of documented records	Last documented record	EPBC	FFG	DEPI	Likely occurrence in study area*
<b>STATE SIGNIFICANCE</b>							
<i>Amphibromus sinuatus</i>	Wavy Swamp Wallaby-grass	3	2013	-	-	v	2/3
<i>Boiboschoenus fluviatilis</i>	Tall Club-sedge	1	2011	-	-	k	2/3
<i>Bossiaea heterophylla</i>	Variable Bossiaea	2	2011	-	-	r	3
<i>Cardamine tenuifolia</i>	Slender Bitter-creas	1	1884	-	-	p	4
<i>Cullen parvum</i>	Small Scurf-pea	2	2005	-	L	e	3
<i>Cyanogeton microtuberosum</i>	Eastern Water-ribbons	7	2013	-	-	r	4
<i>Diuris punctata</i>	Purple Diuris	5	2003	-	L	v	2/3
<i>Eragrostis trachycarpa</i>	Rough-grain Love-grass	1	1991	-	-	r	2/3
<i>Eucalyptus bosistoana</i>	Coast Grey-box	1	1983	-	-	r	3
<i>Eucalyptus willisii</i> s.s.	Promontory Peppermint	2	2011	-	-	r	3
<i>Fimbristylis velata</i>	Veiled Fringe-sedge	2	2013	-	-	r	3
<i>Grevillea chrysophaea</i>	Golden Grevillea	5	2011	-	-	r	3
<i>Loxomania gracilis</i>	Slender Wire-lily	1	2011	-	-	r	3
<i>Leionema lamprophyllum</i> subsp. <i>lamprophyllum</i>	Shiny Leionema	1	1770	-	-	r	4
<i>Leptorhynchus elongatus</i>	Lanky Buttons	1	1994	-	-	e	3
<i>Pseudanthus ovalifolius</i>	Oval-leaf Pseudanthus	1	1899	-	-	r	4
<i>Pterostylis grandiflora</i>	Cobra Greenhood	1	1899	-	-	r	4
<i>Sowerbaea juncea</i>	Rush Lily	1	2011	-	-	r	3
<i>Zieria veronicaea</i> subsp. <i>veronicaea</i>	Pink Zieria	2	1960	-	-	r	4

Notes: EPBC = Environment Protection and Biodiversity Conservation Act 1999 (EPBC Act), FFG = Flora and Fauna Guarantee Act 1988 (FFG Act), DEPI = Advisory List of Rare or Threatened Plants in Victoria (DEPI 2014), L = Listed, # = Records identified from EPBC Act Protected Matters Search Tool, Data source: Victorian Biodiversity Atlas (DELWP 2017d); Protected Matters Search Tool (DoEE 2017). Order Alphabetical. \* the likelihood of occurrence for species marked with a 2/3 is dependent on the extent/quality of remnant vegetation and wetlands within the study area.

## Appendix 2 – Fauna

**Table Aa.1. Significant fauna within 50 kilometres of the study area**

**Likelihood:** Habitat characteristics of significant fauna species previously recorded within 50 kilometres of the study area, or that may potentially occur within the study area were assessed to determine their likelihood of occurrence. The likelihood of occurrence rankings are defined below.

1	High Likelihood	<ul style="list-style-type: none"> <li>Known resident in the study area based on site observations, database records, or expert advice; and/or,</li> <li>Recent records (i.e. within five years) of the species in the local area (DELWP 2017d); and/or,</li> <li>The study area contains the species' preferred habitat.</li> </ul>
2	Moderate Likelihood	<ul style="list-style-type: none"> <li>The species is likely to visit the study area regularly (i.e. at least seasonally); and/or,</li> <li>Previous records of the species in the local area (DELWP 2017d); and/or,</li> <li>The study area contains some characteristics of the species' preferred habitat.</li> </ul>
3	Low Likelihood	<ul style="list-style-type: none"> <li>The species is likely to visit the study area occasionally or opportunistically whilst en route to more suitable sites; and/or,</li> <li>There are only limited or historical records of the species in the local area (i.e. more than 20 years old); and/or,</li> <li>The study area contains few or no characteristics of the species' preferred habitat.</li> </ul>
4	Unlikely	<ul style="list-style-type: none"> <li>No previous records of the species in the local area; and/or,</li> <li>The species may fly over the study area when moving between areas of more suitable habitat; and/or,</li> <li>Out of the species' range; and/or,</li> <li>No suitable habitat present.</li> </ul>

EPBC Environment Protection and Biodiversity Conservation Act 1999 (EPBC Act)

FFG Flora and Fauna Guarantee Act 1988 (FFG Act)

DSE Advisory List of Threatened Vertebrate Fauna in Victoria (DSE 2013); Advisory List of Threatened Invertebrate Fauna in Victoria (DSE 2009)

NAP National Action Plan (Cogger et al 1993; Duncan et al. 1999; Garnet et al 2011; Woinowski et al 2014; Sands and New 2002; Tyler 1997)

EX Extinct

RX Regionally extinct

CR Critically endangered

# Listed on the Protected Matters Search Tool

VU Vulnerable

LC Least concern

DD Data deficient (insufficiently or poorly known)

L Listed as threatened under FFG Act

EN Endangered

NT Near threatened

CD Conservation dependent

RA Rare

Common Name	Scientific Name	Last Documented Record (VRA)	# Records (VRA)	EPBC Act	EPG ACT	DSE (assj)	National Action Plan	Likelihood
<b>NATIONAL SIGNIFICANCE</b>								
Spot-tailed Quoll #	<i>Dasyurus maculatus macula</i>	-	-	EN	L	EN	VU	4
Greater Glider #	<i>Petauroides volans</i>	-	-	VU	-	VU	VU	3
Grey-headed Flying-fox	<i>Pteropus poliocephalus</i>	2012	2	VU	L	VU	VU	2
New Holland Mouse #	<i>Pseudomys novaehollandiae</i>	-	-	-	L	VU	-	4
Australasian Bittern	<i>Botaurus poicilopus</i>	1992	9	EN	L	EN	VU	3
Australian Painted Snipe	<i>Rostratula australis</i>	1977	2	VU	L	CR	VU	3
Northern Siberian Bar-tailed Godwit #	<i>Limosa lapponica menzbieri</i>	-	-	EN	-	-	VU	4
Eastern Curlew #	<i>Numenius madagascariensis</i>	-	-	CR	-	VU	-	4
Curlew Sandpiper #	<i>Calidris ferruginea</i>	-	-	CR	-	EN	-	4
Swift Parrot #	<i>Lathamus discolor</i>	-	-	CR	L	EN	EN	4
Regent Honeyeater	<i>Anthochaera phrygia</i>	1933	1	CR	L	CR	EN	4
Painted Honeyeater #	<i>Grantiella picta</i>	-	-	VU	L	VU	NT	4
Green and Golden Bell Frog #	<i>Litoria aurea</i>	-	-	VU	-	VU	EN	4
Growing Grass Frog	<i>Litoria raniformis</i>	1963	3	VU	L	EN	VU	3
Dwarf Galaxias	<i>Galaxiella pusilla</i>	2012	7	VU	L	EN	VU	2
Australian Grayling #	<i>Prototroctes marana</i>	-	-	VU	L	VU	VU	4
Golden Sun Moth #	<i>Synemon plana</i>	-	-	CR	L	CR	-	4
<b>STATE SIGNIFICANCE</b>								
Yellow-bellied Sheathtail Bat	<i>Saccolaimus flaviventris</i>	1990	1	-	L	DD	LC	3
Maggie Goose	<i>Anseranas semipalmata</i>	2007	13	-	L	NT	-	2

Common Name	Scientific Name	Last Documented Record (VBA)	# Records (VBA)	EPBC Act	FFG ACT	OSE (pre-03)	National Action Plan	Likelihood
Musk Duck	<i>Nilura lobata</i>	1999	18	-	-	VU	-	2
Freckled Duck	<i>Stictonetta naevosa</i>	2008	8	-	L	EN	-	2
Australasian Shoveler	<i>Anas rhynchos</i>	2005	17	-	-	VU	-	2
Hardhead	<i>Aythya australis</i>	2008	18	-	-	VU	-	2
Blue-billed Duck	<i>Oxyura australis</i>	1989	3	-	L	EN	-	3
White-throated Needletail	<i>Hirundapus caudocutus</i>	1992	14	-	-	VU	-	3
Little Bittern	<i>Ixobrychus minutus dubius</i>	1970	1	-	L	EN	-	3
Eastern Great Egret	<i>Ardea modesta</i>	2009	127	-	L	VU	-	1
Intermediate Egret	<i>Ardea intermedia</i>	1998	5	-	L	EN	-	2
Little Egret	<i>Egretta garzetta nigripes</i>	1999	9	-	L	EN	-	2
White-bellied Sea-Eagle	<i>Haliaeetus leucogaster</i>	2009	33	-	L	VU	-	2
Black Falcon	<i>Falco subniger</i>	1999	2	-	-	VU	-	3
Brolga	<i>Grus rubicunda</i>	1850	1	-	L	VU	-	4
Bellon's Crake	<i>Porzana pusilla palustris</i>	1978	2	-	L	VU	-	3
Australian Bustard	<i>Ardeotis australis</i>	1850	4	-	L	CR	NT	4
Common Greenshank	<i>Tringa nebularia</i>	2001	5	-	-	VU	-	4
Marsh Sandpiper	<i>Tringa stagnatilis</i>	2006	1	-	-	VU	-	4
Caspian Tern	<i>Hydroprogne caspia</i>	2009	5	-	L	NT	-	4
Hooded Robin	<i>Melanodryas cucullata cucullata</i>	1979	2	-	L	NT	NT	4
Diamond Firetail	<i>Stagonopleura guttata</i>	1998	3	-	L	NT	NT	4
<b>REGIONAL SIGNIFICANCE</b>								
Eastern Pygmy-possum	<i>Caenolestes nanus</i>	1967	2	-	-	NT	-	4

Common Name	Scientific Name	Last Documented Record (VBA)	# Records (VBA)	EPBC Act	FFG ACT	DSE (prev)	National Action Plan	Likelihood
Pied Cormorant	<i>Phalacrocorax varius</i>	2011	15	-	-	NT	-	2
Nankien Night Heron	<i>Nycticorax coleonicus hillii</i>	1991	4	-	-	NT	-	2
Glossy Ibis	<i>Plegadis falcinellus</i>	2006	8	-	-	NT	-	3
Royal Spoonbill	<i>Platalea regia</i>	2007	81	-	-	NT	-	1
Latham's Snipe	<i>Gallinago hardwickii</i>	2009	50	-	-	NT	-	1
Whiskered Tern	<i>Chlidonias hybridus javanicus</i>	1991	7	-	-	NT	-	4
White-winged Black Tern	<i>Chlidonias leucopterus</i>	1992	2	-	-	NT	-	4
Azure Kingfisher	<i>Alcedo azurea</i>	2009	12	-	-	NT	-	2

Data source: Victorian Biodiversity Atlas (DEW 2017d); Protected Matters Search Tool (DoE 2017).

Taxonomic order: Mammals (Strahan 1995 in Menkhorst and Knight 2004); Birds (Christidis and Boles, 2008); Reptiles and Amphibians (Cogger et al. 1983 in Cogger 1996); Fish (Nelson 1994).

**APPENDIX 3 - Ensym Report**

DRAFT



# Testing Clearing proposal (modelled)

This report provides biodiversity information associated with the proposed native vegetation clearing. PLEASE NOTE: This report used modelled condition scores. A habitat hectare assessment is required before the shapefiles are submitted to DELWP for processing.

Date of issue: 02/08/2017  
Time of issue: 2:56 pm

Ref: Scenario Testing

Project ID EHP9353\_Sale\_SA1\_VG94

## Summary of marked native vegetation

Risk-based pathway	Moderate
Total extent	7,170 ha
Remnant patches	7,170 ha
Scattered trees	0 trees
Location risk	A

Strategic biodiversity score of all marked native vegetation	0.332
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## Offset requirements

If the marked vegetation was cleared, using modelled scores, the following offsets would be applicable.

Offset type	General offset
General offset amount (general biodiversity equivalence units)	1,762 general units
General offset attributes	
Vicinity	West Gippsland Catchment Management Authority (CMA) or Wellington Shire Council
Minimum strategic biodiversity score	0.265 <sup>1</sup>

NB: values presented in tables throughout this document may not add to totals due to rounding

<sup>1</sup> Minimum strategic biodiversity score is 80 per cent of the weighted average score across habitat zones where a general offset is required

# Testing Clearing proposal (modelled)

## Next steps

Any proposal to remove native vegetation must meet the application requirements of the moderate risk-based pathway and it will be assessed under the moderate risk-based pathway.

If you wish to remove the marked native vegetation, you must complete the required habitat hectare assessment to determine the condition score of the native vegetation and then submit the related sheetfiles to the Department of Environment, Land, Water and Planning (DELWP) for processing, by email to [nativevegetation.support@delwp.vic.gov.au](mailto:nativevegetation.support@delwp.vic.gov.au). DELWP will provide a Biodiversity impact and offset requirements report that is required to meet the permit application requirements.

## Biodiversity impact of removal of native vegetation

### Habitat hectares

Habitat hectares are calculated for each habitat zone within your proposal using the extent in the GIS data you provided and modelled condition scores.

Habitat zone	Modelled condition score	Extent (ha)	Habitat hectares
1-1-A	0.571	0.359	0.205
2-2-A	0.200	0.007	0.001
3-3-A	0.254	0.023	0.006
4-4-A	0.218	0.067	0.015
5-5-A	0.339	0.799	0.271
6-6-A	0.200	0.062	0.012
7-7-A	0.200	0.003	0.001
8-8-A	0.257	0.038	0.010
9-9-A	0.200	0.000	0.000
10-1-WL	0.200	0.586	0.117
11-1-B	0.544	5.225	2.841
<b>TOTAL</b>			<b>3.479</b>

### 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 does not have a proportional impact on any rare or threatened species' habitats above the specific offset threshold. No specific offsets are required. A general offset is required as set out below.

### Clearing site biodiversity equivalence score(s)

The general biodiversity equivalence score for the habitat zone(s) is calculated by multiplying the habitat hectares by the strategic biodiversity score.

## Testing Clearing proposal (modelled)

Habitat zone	Habitat hectares	Proportion of habitat zone with general offset	Strategic biodiversity score	General biodiversity equivalence score (GBES)
1-1-A	0.205	100.000 %	0.538	0.110
2-2-A	0.001	100.000 %	0.768	0.001
3-3-A	0.006	100.000 %	0.767	0.004
4-4-A	0.015	100.000 %	0.614	0.009
5-5-A	0.271	100.000 %	0.406	0.110
6-6-A	0.012	100.000 %	0.550	0.007
7-7-A	0.001	100.000 %	0.488	0.000
8-8-A	0.010	100.000 %	0.336	0.003
9-9-A	0.000	100.000 %	0.343	0.000
10-1-WL	0.117	100.000 %	0.100	0.012
11-1-B	2.841	100.000 %	0.323	0.918

### 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
10045	Lewin's Rail	<i>Lewinia pectoralis pectoralis</i>
10050	Bellin's Crake	<i>Porzana pusilla palustris</i>
10170	Austrian Painted Snipe	<i>Rostratula benghalensis australis</i>
10185	Little Egret	<i>Egretta garzetta nigripes</i>
10186	Intermediate Egret	<i>Ardea intermedia</i>
10187	Eastern Great Egret	<i>Ardea modesta</i>
10195	Australian Little Bittern	<i>Ixobrychus minutus dubius</i>
10197	Australasian Bittern	<i>Botaurus poiciloptilus</i>
10212	Australasian Shoveler	<i>Anas rhynchotis</i>
10215	Hardhead	<i>Aythya australis</i>
10216	Blue-billed Duck	<i>Oxyura australis</i>
10217	Musk Duck	<i>Biziura lobata</i>
10220	Grey Goshawk	<i>Accipiter novaehollandiae novaehollandiae</i>
10226	White-bellied Sea-Eagle	<i>Haliaeetus leucogaster</i>
10230	Square-tailed Kite	<i>Lopholdinia isura</i>

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# Testing Clearing proposal (modelled)

Species number	Species common name	Species scientific name
10238	Black Falcon	Falco subniger
10598	Painted Honeyeater	Grantia picta
12283	Lace Monitor	Varanus varus
13117	Brown Toadlet	Pseudophryne bibronii
13207	Growing Grass Frog	Litoria raniformis
4686	Australian Grayling	Prototroctes marena
501084	Purple Duri	Duri punctata var. punctata
505337	Austral Crane's-bill	Geranium solanderi var. solanderi s.s.

## Offset requirements

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.<sup>2</sup>

The offset requirements for your proposal are as follows:

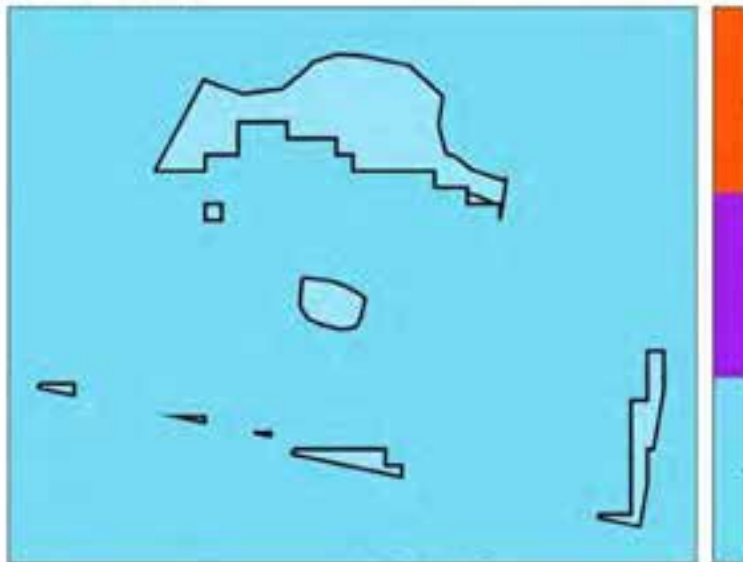
Offset type	Clearing site biodiversity equivalence score	Risk multiplier	Offset requirements	
			Offset amount (biodiversity equivalence units)	Offset attributes
General	1.175 GBES	1.5	1.762 general units	Offset must be within West Gippsland CMA or Wellington Shire Council Offset must have a minimum strategic biodiversity score of 0.265

<sup>2</sup> Strategic biodiversity score is a weighted average across habitat zones where a general offset is required

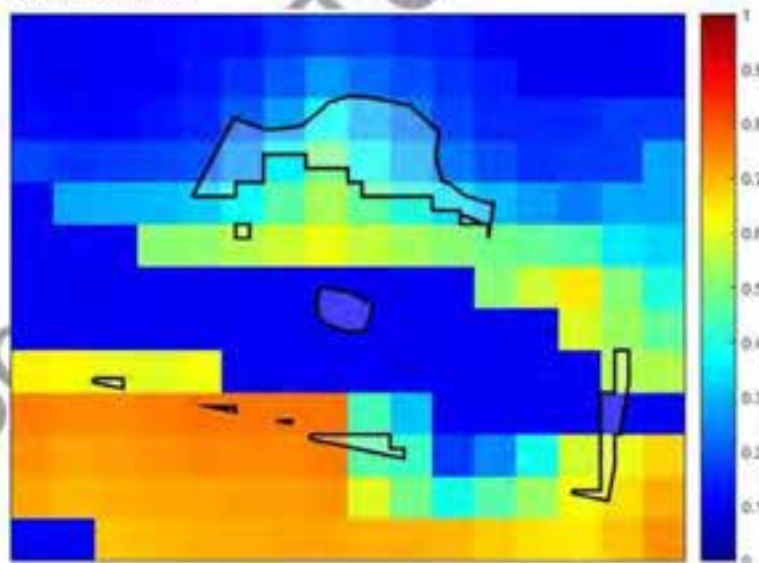
# Testing Clearing proposal (modelled)

Images of marked native vegetation

1. Native vegetation location risk map



2. Strategic biodiversity score map



# Testing Clearing proposal (modelled)

## 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.

# Testing Clearing proposal (modelled)

<b>Habitat zone</b>	<p>Habitat zone is a discrete contiguous area of native vegetation that:</p> <ul style="list-style-type: none"><li>• is of a single Ecological Vegetation Class</li><li>• has the same measured condition.</li></ul>
<b>Highly localised habitat</b>	<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>
<b>Minimum strategic biodiversity score</b>	<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 50 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>
<b>Offset risk factor</b>	<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><i>Risk factor for general offsets = 1.5</i></p> <p><i>Risk factor for specific offset = 2</i></p>
<b>Offset type</b>	<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>
<b>Proportional impact on species</b>	<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>

# Testing Clearing proposal (modelled)

**Specific offset amount** 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.

$$\text{Risk adjusted specific biodiversity equivalence score} \\ = \text{specific biodiversity equivalence score clearing} \times 2$$

**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** 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:

$$\text{Specific biodiversity equivalence score} \\ = \text{habitat hectares} \times \text{habitat importance score}$$

**Strategic biodiversity score** This is the weighted average strategic biodiversity score of the marked native vegetation. The strategic biodiversity score has been calculated from the Strategic biodiversity map for each habitat zone.

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 Strategic biodiversity map 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.

**Total extent (hectares) for calculating habitat hectares** This is the total area of the marked native vegetation in hectares. 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.

**Vicinity** The vicinity is an attribute for a general offset. The offset site must be located within the same Catchment Management Authority boundary or Local Municipal District as the native vegetation to be removed.



# Testing Clearing proposal (modelled)

This report provides biodiversity information associated with the proposed native vegetation clearing. PLEASE NOTE: This report used modelled condition scores. A habitat hectare assessment is required before the shapefiles are submitted to DELWP for processing.

Date of issue: 02/05/2017  
Time of issue: 3:09 pm

Ref: Scenario Testing

Project ID	EHP9353_Sale_SA2_VG94
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## Summary of marked native vegetation

Risk-based pathway	High
Total extent	16.337 ha
Remnant patches	16.337 ha
Scattered trees	0 trees
Location risk	C

Strategic biodiversity score of all marked native vegetation	0.770
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## Offset requirements

If the marked vegetation was cleared, using modelled scores, the following offsets would be applicable.

Offset type	General offset
General offset amount (general biodiversity equivalence units)	1.728 general units
General offset attributes	
Vicinity	West Gippsland Catchment Management Authority (CMA) or Wellington Shire Council
Minimum strategic biodiversity score	0.443 <sup>1</sup>
Offset type	Specific offset(s)
Specific offset amount (specific biodiversity equivalence units) and attributes	9.023 specific units of habitat for Rough-grain Love-grass

NB: values presented in tables throughout this document may not add to totals due to rounding

<sup>1</sup> Minimum strategic biodiversity score is 80 per cent of the weighted average score across habitat zones where a general offset is required  
Page 1

# Testing Clearing proposal (modelled)

## Next steps

Any 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 must complete the required habitat hectare assessment to determine the condition score of the native vegetation and then submit the related shapefiles to the Department of Environment, Land, Water and Planning (DELWP) for processing, by email to [nativevegetation.support@delwp.vic.gov.au](mailto:nativevegetation.support@delwp.vic.gov.au). DELWP will provide a Biodiversity impact and offset requirements report that is required to meet the permit application requirements.

## Biodiversity impact of removal of native vegetation

### Habitat hectares

Habitat hectares are calculated for each habitat zone within your proposal using the extent in the GIS data you provided and modelled condition scores.

Habitat zone	Modelled condition score	Extent (ha)	Habitat hectares
1-1-A	0.665	0.208	0.138
2-2-A	0.373	0.087	0.033
3-3-A	0.570	0.060	0.034
4-4-A	0.205	2.251	0.462
5-5-A	0.487	1.000	0.487
6-6-A	0.200	0.125	0.025
7-7-A	0.200	0.250	0.050
8-8-A	0.200	0.187	0.037
9-9-A	0.200	1.000	0.200
10-10-A	0.200	0.062	0.012
11-11-A	0.200	0.125	0.025
12-12-A	0.491	9.432	4.634
13-13-A	0.200	0.035	0.007
14-14-A	0.200	0.044	0.009
15-15-A	0.200	0.054	0.011
16-16-A	0.200	0.000	0.000
17-17-WL	0.200	0.081	0.016
18-18-WL	0.200	0.217	0.043
19-19-WL	0.200	0.696	0.139
20-20-WL	0.200	0.337	0.067
21-21-WL	0.200	0.086	0.017

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# Testing Clearing proposal (modelled)

Habitat zone	Modelled condition score	Extent (ha)	Habitat hectares
<b>TOTAL</b>			<b>6.448</b>

## 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 (%)
501197	Rough-grain Love-grass	Eragrostis trachycarpa	Highly Localised - model & points	9.128	0.714 %

## 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)
		Proportion of habitat zone with specific offset	Species number	Species common name	Species scientific name	Habitat importance score	
1-1-A	0.138	100.000 %	501197	Rough-grain Love-grass	Eragrostis trachycarpa	1.000	0.138
2-2-A	0.033	53.306 %	501197	Rough-grain Love-grass	Eragrostis trachycarpa	1.000	0.017
5-5-A	0.487	100.000 %	501197	Rough-grain Love-grass	Eragrostis trachycarpa	1.000	0.487
12-12-A	4.634	83.484 %	501197	Rough-grain Love-grass	Eragrostis trachycarpa	1.000	3.868

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	Proportion of habitat zone with general offset	Strategic biodiversity score	General biodiversity equivalence score (GBES)
2-2-A	0.033	48.694 %	0.292	0.013
3-3-A	0.034	100.000 %	0.629	0.029

## Testing Clearing proposal (modelled)

Habitat zone	Habitat hectares	Proportion of habitat zone with general offset	Strategic biodiversity score	General biodiversity equivalence score (GBES)
4-4-A	0.462	100.000 %	0.527	0.244
6-6-A	0.025	100.000 %	0.677	0.017
7-7-A	0.050	100.000 %	0.664	0.033
8-8-A	0.037	100.000 %	0.643	0.024
9-9-A	0.200	100.000 %	0.763	0.153
10-10-A	0.012	100.000 %	0.764	0.010
11-11-A	0.025	100.000 %	0.722	0.018
12-12-A	4.634	16.516 %	0.712	0.545
13-13-A	0.007	100.000 %	0.506	0.004
14-14-A	0.009	100.000 %	0.373	0.003
15-15-A	0.011	100.000 %	0.103	0.001
16-16-A	0.000	100.000 %	0.100	0.000
17-17-WL	0.016	100.000 %	0.774	0.012
18-18-WL	0.043	100.000 %	0.428	0.019
19-19-WL	0.139	100.000 %	0.100	0.014
20-20-WL	0.067	100.000 %	0.100	0.007
21-21-WL	0.017	100.000 %	0.391	0.007

### 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
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>
10498	Chestnut-rumped Heathwren	<i>Calamanthus pycnopygius</i>
10598	Painted Honeyeater	<i>Grantiella picta</i>
12283	Lace Monitor	<i>Varanus varius</i>
13117	Brown Toadlet	<i>Pseudophryne bibronii</i>

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## Testing Clearing proposal (modelled)

Species number	Species common name	Species scientific name
501084	Purple Diuris	Diuris punctata var. punctata

### Offset requirements

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 60 per cent of the clearing.
- 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:

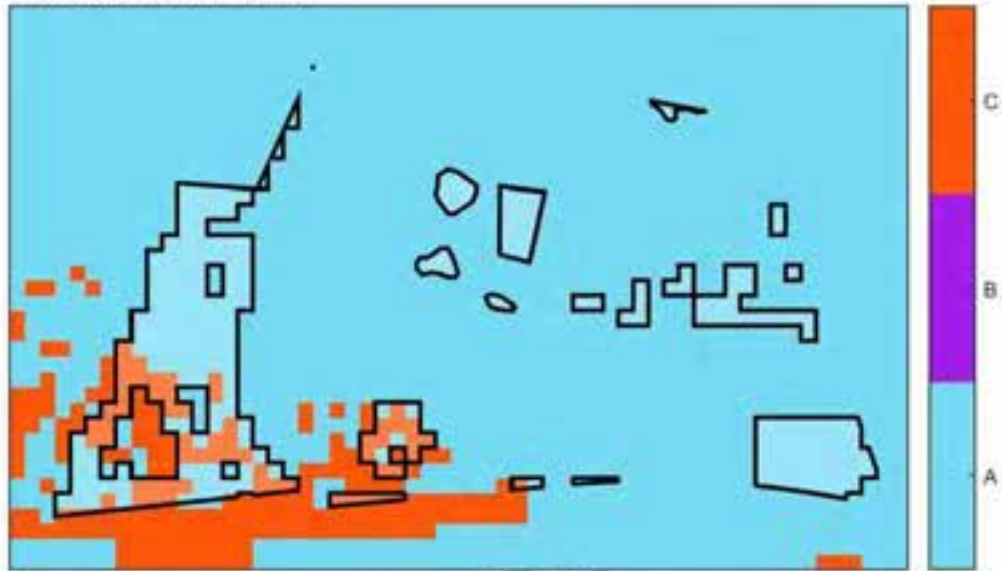
Offset type	Clearing site biodiversity equivalence score	Risk multiplier	Offset requirements	
			Offset amount (biodiversity equivalence units)	Offset attributes
Specific	4.512 SBES	2	9.023 specific units	Offset must provide habitat for 501197, Rough-grain Love-grass, <i>Eragrostis trachycarpa</i>
General	1.152 GBES	1.5	1.728 general units	Offset must be within West Gippsland CMA or Wellington Shire Council Offset must have a minimum strategic biodiversity score of 0.443

<sup>2</sup> Strategic biodiversity score is a weighted average across habitat zones where a general offset is required

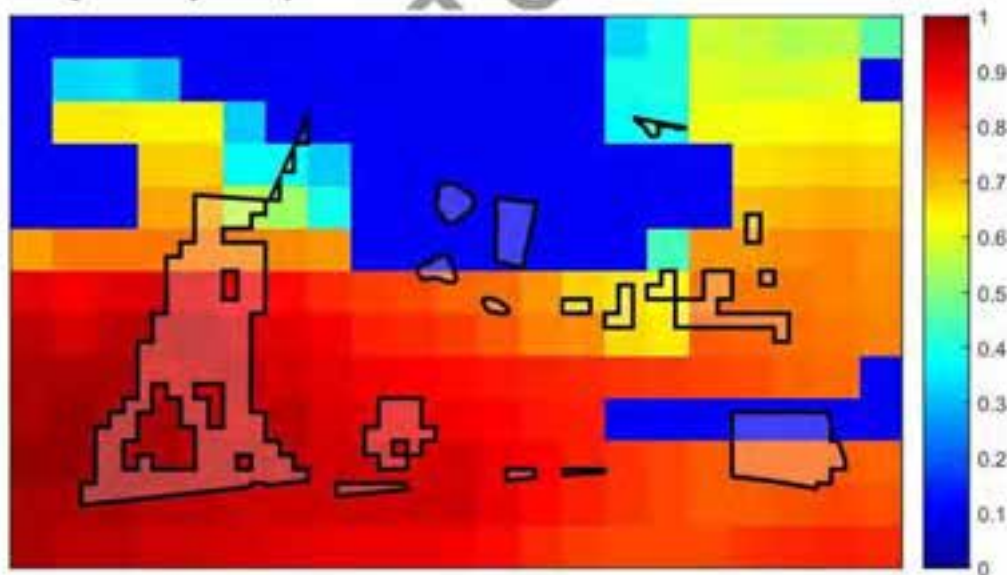
# Testing Clearing proposal (modelled)

## Images of marked native vegetation

1. Native vegetation location risk map



2. Strategic biodiversity score map



## Testing Clearing proposal (modelled)

### 3. Habitat importance maps



Scenario Testing Only

# Testing Clearing proposal (modelled)

## 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. The 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.



# Testing Clearing proposal (modelled)

<b>Highly localised habitat</b>	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.
<b>Minimum strategic biodiversity score</b>	The minimum strategic biodiversity score is an attribute for a general offset. The strategic biodiversity score of the offset site must be at least 50 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.
<b>Offset risk factor</b>	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. 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 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>
<b>Offset type</b>	The specific-general offset test determines the offset type required. 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. 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.
<b>Proportional impact on species</b>	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.
<b>Specific offset amount</b>	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 style="text-align: center;"><i>Risk adjusted specific biodiversity equivalence score</i>  <i>= specific biodiversity equivalence score clearing x 2</i></p>

## Testing Clearing proposal (modelled)

<b>Specific offset attributes</b>	Specific offsets must be located in the modelled habitat for the species that has triggered the specific offset requirement.
<b>Specific biodiversity equivalence score</b>	<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> $\text{Specific biodiversity equivalence score} = \text{habitat hectares} \times \text{habitat importance score}$
<b>Strategic biodiversity score</b>	<p>This is the weighted average strategic biodiversity score of the marked native vegetation. The strategic biodiversity score has been calculated from the Strategic biodiversity map 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 Strategic biodiversity map 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>
<b>Total extent (hectares) for calculating habitat hectares</b>	<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>
<b>Vicinity</b>	<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>

# Testing Clearing proposal (modelled)

This report provides biodiversity information associated with the proposed native vegetation clearing. PLEASE NOTE: This report used modelled condition scores. A habitat hectare assessment is required before the shapefiles are submitted to DELWP for processing.

Date of issue: 02/05/2017  
Time of issue: 3:02 pm

Ref: Scenario Testing

Project ID	EHP9353_Sale_SA3_VG94
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## Summary of marked native vegetation

Risk-based pathway	Moderate
Total extent	14,101 ha
Remnant patches	14,101 ha
Scattered trees	0 trees
Location risk	A
Strategic biodiversity score of all marked native vegetation	0.111

## Offset requirements

If the marked vegetation was cleared, using modelled scores, the following offsets would be applicable.

Offset type	General offset
General offset amount (general biodiversity equivalence units)	0.471 general units
General offset attributes	
Vicinity	West Gippsland Catchment Management Authority (CMA) or Wellington Shire Council
Minimum strategic biodiversity score	0.089 <sup>1</sup>

NB: values presented in tables throughout this document may not add to totals due to rounding

<sup>1</sup> Minimum strategic biodiversity score is 80 per cent of the weighted average score across habitat zones where a general offset is required  
Page 1

# Testing Clearing proposal (modelled)

## Next steps

Any proposal to remove native vegetation must meet the application requirements of the moderate risk-based pathway and it will be assessed under the moderate risk-based pathway.

If you wish to remove the marked native vegetation, you must complete the required habitat hectare assessment to determine the condition score of the native vegetation and then submit the related shapefiles to the Department of Environment, Land, Water and Planning (DELWP) for processing, by email to [nativevegetation.support@delwp.vic.gov.au](mailto:nativevegetation.support@delwp.vic.gov.au). DELWP will provide a Biodiversity impact and offset requirements report that is required to meet the permit application requirements.

## Biodiversity impact of removal of native vegetation

### Habitat hectares

Habitat hectares are calculated for each habitat zone within your proposal using the extent in the GIS data you provided and modelled condition scores.

Habitat zone	Modelled condition score	Extent (ha)	Habitat hectares
1-1-A	0.200	0.000	0.000
2-2-A	0.200	0.009	0.002
3-3-A	0.200	7.221	1.444
4-4-A	0.200	0.125	0.025
5-5-A	0.200	0.125	0.025
6-6-A	0.200	0.125	0.025
7-7-A	0.200	0.062	0.012
8-8-A	0.200	0.375	0.075
9-9-A	0.200	0.125	0.025
10-10-B	0.200	0.062	0.012
11-11-B	0.200	0.062	0.012
12-12-B	0.200	0.037	0.007
13-13-B	0.200	0.249	0.050
14-14-B	0.200	0.063	0.013
15-15-B	0.200	0.063	0.013
16-16-B	0.200	0.006	0.001
17-17-B	0.200	5.162	1.032
18-18-WL	0.200	0.083	0.017
19-19-WL	0.200	0.093	0.019
20-20-WL	0.200	0.054	0.011
<b>TOTAL</b>			<b>2.820</b>

Page 7

# Testing Clearing proposal (modelled)

## 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 does not have a proportional impact on any rare or threatened species' habitats above the specific offset threshold. No specific offsets are required. A general offset is required as set out below.

## Clearing site biodiversity equivalence score(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	Proportion of habitat zone with general offset	Strategic biodiversity score	General biodiversity equivalence score (GBES)
1-1-A	0.000	100.000 %	0.100	0.000
2-2-A	0.002	100.000 %	0.100	0.000
3-3-A	1.444	100.000 %	0.100	0.144
4-4-A	0.025	100.000 %	0.100	0.003
5-5-A	0.025	100.000 %	0.706	0.018
6-6-A	0.025	100.000 %	0.100	0.003
7-7-A	0.012	100.000 %	0.100	0.001
8-8-A	0.075	100.000 %	0.100	0.008
9-9-A	0.025	100.000 %	0.100	0.003
10-10-B	0.012	100.000 %	0.100	0.001
11-11-B	0.012	100.000 %	0.100	0.001
12-12-B	0.007	100.000 %	0.100	0.001
13-13-B	0.050	100.000 %	0.441	0.022
14-14-B	0.013	100.000 %	0.100	0.001
15-15-B	0.013	100.000 %	0.100	0.001
16-16-B	0.001	100.000 %	0.100	0.000
17-17-B	1.032	100.000 %	0.100	0.103
18-18-WL	0.017	100.000 %	0.100	0.002
19-19-WL	0.019	100.000 %	0.100	0.002
20-20-WL	0.011	100.000 %	0.100	0.001

## Mapped rare or threatened species' habitats on site

## Testing Clearing proposal (modelled)

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
10195	Australian Little Bittern	<i>Ixobrychus minutus dubius</i>
10215	Hardhead	<i>Aythya australis</i>
10230	Square-tailed Kite	<i>Lophoictinia isura</i>
10238	Black Falcon	<i>Falco subniger</i>
10598	Painted Honeyeater	<i>Grantia picta</i>
12283	Lace Monitor	<i>Varanus varus</i>
501084	Purple Diurt	<i>Diurtis punctata</i> var. <i>punctata</i>

### Offset requirements

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.

The offset requirements for your proposal are as follows:

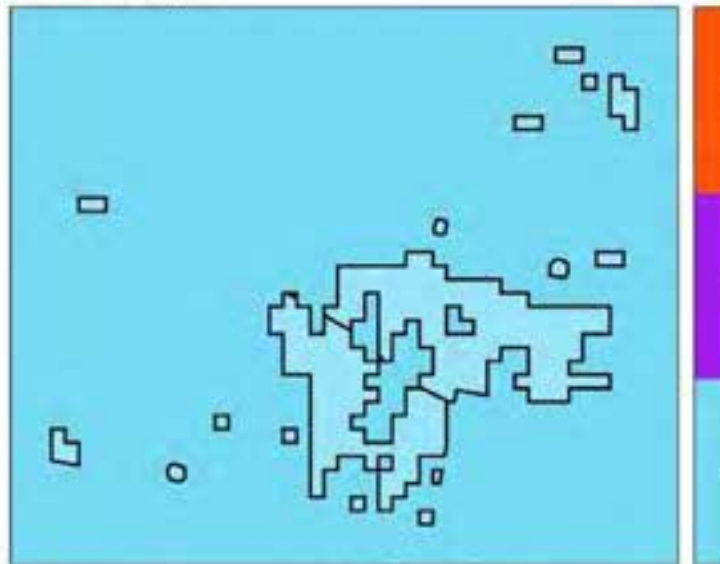
Offset type	Clearing site biodiversity equivalence score	Risk multiplier	Offset requirements	
			Offset amount (biodiversity equivalence units)	Offset attributes
General	0.314 GBES	1.5	0.471 general units	Offset must be within West Gippsland CMA or Wellington Shire Council Offset must have a minimum strategic biodiversity score of 0.089

<sup>2</sup> Strategic biodiversity score is a weighted average across habitat zones where a general offset is required

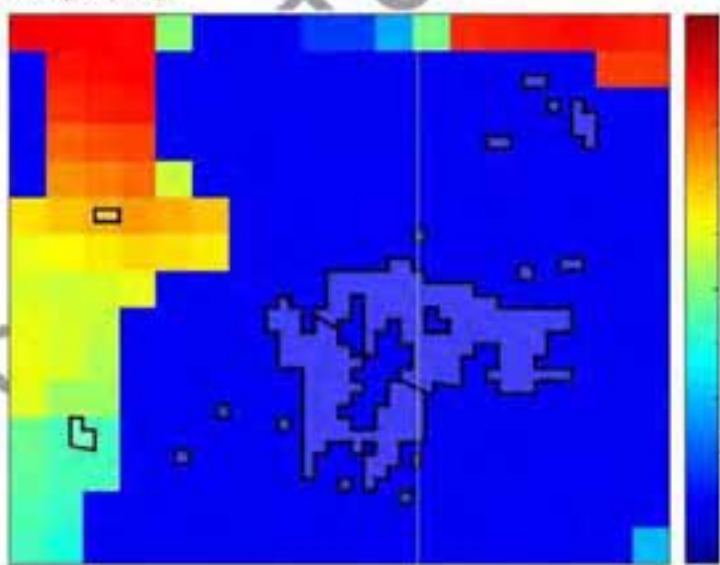
# Testing Clearing proposal (modelled)

Images of marked native vegetation

1. Native vegetation location risk map



2. Strategic biodiversity score map



# Testing Clearing proposal (modelled)

## 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.



# Testing Clearing proposal (modelled)

<b>Habitat zone</b>	<p>Habitat zone is a discrete contiguous area of native vegetation that:</p> <ul style="list-style-type: none"><li>• is of a single Ecological Vegetation Class</li><li>• has the same measured condition.</li></ul>
<b>Highly localised habitat</b>	<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>
<b>Minimum strategic biodiversity score</b>	<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 50 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>
<b>Offset risk factor</b>	<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><i>Risk factor for general offsets = 1.5</i></p> <p><i>Risk factor for specific offset = 2</i></p>
<b>Offset type</b>	<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>
<b>Proportional impact on species</b>	<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>

# Testing Clearing proposal (modelled)

**Specific offset amount** 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.

$$\text{Risk adjusted specific biodiversity equivalence score} = \text{specific biodiversity equivalence score clearing} \times 2$$

**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** 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:

$$\text{Specific biodiversity equivalence score} = \text{habitat hectares} \times \text{habitat importance score}$$

**Strategic biodiversity score** This is the weighted average strategic biodiversity score of the marked native vegetation. The strategic biodiversity score has been calculated from the Strategic biodiversity map for each habitat zone.

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 Strategic biodiversity map 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.

**Total extent (hectares) for calculating habitat hectares** This is the total area of the marked native vegetation in hectares. 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.

**Vicinity** The vicinity is an attribute for a general offset. The offset site must be located within the same Catchment Management Authority boundary or Local Municipal District as the native vegetation to be removed.



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**ITEM C3.2****STRATEGIC LAND USE PLANNING - PROJECT PRIORITIES  
2018/19**

DIVISION: DEVELOPMENT  
 ACTION OFFICER: MANAGER LAND USE PLANNING  
 DATE: 19 JUNE 2018

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

**OBJECTIVE**

To seek Council's support for the following project being undertaken as part of the 2018/19 strategic land use planning work program:

1. 'Port of Sale East Bank Redevelopment Study'.

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

***That Council support the following project being undertaken as part of the 2018/19 strategic land use planning work program:***

1. ***Preparation of the 'Port of Sale East Bank Redevelopment Study'.***

**BACKGROUND**

The current strategic planning work program and potential new 2018/19 project priorities were discussed at Council's '*Strategic Land Use Planning Projects Review Group*' (Project Review Group) meeting on 13 February and 24 April 2018. A copy of the minutes and information presented to the Project Review Group were distributed electronically to all Councillors for information on 1 March and 1 May 2018 respectively.

Whilst there is a significant 2018/19 work program, which currently focuses on Council Amendments and projects, there is scope for a new strategic land use planning project to be undertaken within the 2018/19 financial year.

The process for the selection of projects has been based on the criteria/parameters set out below:

- A Strategic Planning Budget allocation of \$75,000.
- Relative priority of proposed projects within the context of the current strategic planning work program.
- Need to focus on key strategic land use planning projects.
- Resource implications of other existing work priorities.
- The likelihood of (private) requests for Planning Scheme Amendments being submitted over the course of the next 12 months.
- Ability to value-add or compliment other (related/associated) Council strategies.

- Urgency/need for a particular strategic land use planning project.

In broad terms, the key options for new project work discussed in detail at the Project Review Group meetings included:

1. A study to investigate the strategic land use opportunities and associated planning provisions to guide the redevelopment of land located on the eastern side of the Port of Sale, being land formerly occupied by the Sale Specialist School and the old High School building (Heritage Listed).
2. A review/update of the application of the Design and Development Overlay 2 and Environmental Audit Overlay along York Street, Sale and a review of the Mixed Use Zone - including preparation of associated Planning Scheme Amendment documents.
3. The preparation of an up-to-date structure plan for a township within the Shire such as: Maffra; Yarram or Stratford.
4. A study to identify land potentially subject to contamination and, where appropriate, the subsequent application of an Environmental Audit Overlay.
5. The rezoning of all (developable) land within the Longford Development Plan area to the Rural Living Zone – Schedule 5.
6. Targeted detailed assessment of high priority places of potential heritage significance worthy of further investigation as part of Stage 2 of the Wellington Heritage Study.
7. A review to investigate the potential application of the Environmental Significance Overlay to all land located within Special Water Supply Catchment Areas, as declared by the State Government. These areas are within a water catchment that provides potable water for domestic, agricultural and industrial use.
8. A Shire-wide study to identify areas of potentially significant environmental value that might need protection, including: important landscapes, native vegetation, areas of salinity.
9. A study to identify and highlight areas across the Shire which have a Bushfire Attack Level rating greater than 12.5, which limits the ability to rezone land for residential intensification.

Following discussion and consideration of the criteria/parameters (set out above), the preferred project option for 2018/19 was identified as:

1. The Preparation of the 'Port of Sale East Bank Redevelopment Study'.

The preference for this option was/is predicated on the following:

- Strong strategic land use planning policy support.
- Continuity to build on current works – including the development of the Wellington Centre, proposed Masterplan for The Wedge and upgrade works to the moorings along the west bank of the Port of Sale to achieve an established vision.
- Strengthen links to the site of the (near-by) new TAFE facility, which was recently allocated State government funding of \$25M.
- Proactive approach to secure a high-quality land use planning outcome on a key strategic site.
- Ability to identify and establish appropriate uses for the site and the associated planning scheme provisions to achieve them.
- An opportunity to provide an integrated urban design approach to a key development site.
- Ability to clearly demonstrate the economic/commercial potential of the site.

## OPTIONS

Council has the following options:

1. Proceed with the preparation of the 'Port of Sale East Bank Redevelopment Study'; or
2. Resolve not to proceed with the recommended project and to seek further information and options regarding an alternative preferred strategic land use planning project at a future Council meeting.

## PROPOSAL

That Council supports the following project being undertaken as part of the 2018/19 strategic land use planning work program:

1. 'Port of Sale East Bank Redevelopment Study'.

## CONFLICT OF INTEREST

The Manager Land Use Planning has declared a direct interest in one of the project options presented (the rezoning of land in the Longford Development Plan area) due to land ownership and has therefore not been involved in discussions relating to this option.

## FINANCIAL IMPACT

Funding for the recommended 2018/19 strategic planning project has been included in the 2018/19 Council budget.

## LEGISLATIVE IMPACT

All associated strategic land use planning matters are considered to be in accordance with the *Planning and Environment Act 1987* and/or any other relevant legislation.

## COUNCIL PLAN IMPACT

The Council Plan 2017–21 contains the following relevant strategic objectives and related strategies:

### Strategic Objective 2.3

*'Wellington Shire is well planned, considering long term growth and sustainability.'*

#### Strategy 2.3.1

*'Continue to provide strategic planning to encourage long term growth and sustainability in Wellington Shire.'*

#### Strategy 2.3.2

*'Ensure sufficient land supply to provide for a range of lifestyle options which support housing diversity including affordable housing.'*

### Strategic Objective 5.2

*'Use a targeted approach to attract new business investment to Wellington Shire, to support population growth.'*

### Strategy 5.2.2

*'Ensure the availability of residential, commercial and industrial land supply.'*

Upon completion, the Port of Sale East Bank Redevelopment Study would support and contribute to achieving the above Council Plan objectives and strategies.

#### **PLANNING POLICY IMPACT**

The recommended project will contribute towards ensuring that strategic land use planning within the Wellington Shire occurs in an orderly and coordinated manner and that the Wellington Planning Scheme remains up-to-date, relevant and effective in its delivery of State and Local planning policy and community aspirations.

#### **RESOURCES AND STAFF IMPACT**

The recommended project would be undertaken as part of the overall strategic planning work program for 2018/19 and on this basis would be appropriately resourced.

#### **COMMUNITY IMPACT**

Undertaking the recommended project would demonstrate Council's commitment to build on the significant work that has already taken place to develop the Port of Sale precinct as an iconic asset with considerable economic and community benefits.

In view of the above, the community impact is likely to be positive and supportive of the aims and objectives of the recommended project.

#### **ENGAGEMENT IMPACT**

An appropriate level of consultation will be included as a requirement of the project.

#### **ENVIRONMENTAL IMPACT**

An appropriate level of assessment will be undertaken in relation to potential environmental impacts associated with any future development of the study area.

#### **RISK MANAGEMENT**

Risks in undertaking the 'Port of Sale East Bank Redevelopment Study', include that the land is yet to be formally declared as 'surplus' to the Department of Education needs. Further, prior to any future disposal of the land relevant native title extinguishment and land sales processes will need to be followed by the State Government. Timing for any future disposal of the land is therefore currently unclear, along with future land ownership and associated aspirations. The recommended progression of the Study will, however, allow Council to act in a 'proactive' way given the strategic importance of this land in the Port of Sale Precinct.

**ITEM C3.3****ADOPTION OF RECREATIONAL VEHICLE STRATEGY**

DIVISION: DEVELOPMENT

ACTION OFFICER: MANAGER BUSINESS DEVELOPMENT

DATE: 19 JUNE 2018

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

**OBJECTIVE**

For Council to adopt the Recreational Vehicle Strategy 2018.

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

***That Council, having considered all written submissions received, adopt the Recreational Vehicle Strategy 2018, as per attachment 1.***

**BACKGROUND**

Council's Economic Development Strategy 2016-22 lists Action 20 - Prepare an RV Strategy for Wellington Shire. Specifically, the action intends to:

*"...articulate Council's policy and information on provision of amenity and infrastructure for growing RV market and support to local commercial caravan parks and tourism operators."*

In 2016 Wellington Shire Council commenced consultation with peak tourism industries, community organisations and local businesses in preparation of the Recreational Vehicle Strategy (RV Strategy).

The purpose of the RV Strategy is to adopt a balanced Shire-wide approach towards the RV market and for Council to take an informed approach towards its vision to continue to be an RV friendly municipality while not disadvantaging business operators.

In November 2017, Officers presented a draft RV Strategy to Council. Council supported the draft Strategy being released for public comment.

At the conclusion of the consultation period a total of ten (10) submissions were received, all of which were carefully considered and acknowledged. The table below provides an overview of all submissions along with an officer response.



No.	Issues Raised	Wellington Shire Council Response
1	1. Long vehicle parking in Sale CBD 2. Harmonization of rules and prominent and clear signage 3. Provided suggestions on how to attract RV travellers	1. <i>The Recreational Vehicle Strategy has changed as a result of this submission – Refer Section 4.1</i> Additional long vehicle parking will be promoted at PoS and signage will be installed by mid 2018 <ul style="list-style-type: none"> <li>○ Overflow parking area on the southern side of the POS will be sealed by Council by 2020</li> <li>○ Long vehicle parking currently exists in Sale CBD in the shopping centre car park on the western side of Reeve Street</li> <li>○ Review/improve current signage to long vehicle parking in Sale CBD</li> </ul> 2. <i>The Recreational Vehicle Strategy has changed as a result of this submission – Refer Section 4.8.</i> Following the signage audit, Council will introduce consistent, clear signage across all Council managed RV parks which includes and promotes: <ul style="list-style-type: none"> <li>● Consistent stay times (maximum 72 hours in a 30 day period)</li> <li>● Description and images of vehicles permitted to stay in the RV Park</li> <li>● Map of other RV and Caravan Parks (with contact information) within the Council boundary</li> <li>● Dump point locations</li> <li>● Pets Policy</li> <li>● Leave No Trace Policy</li> <li>● Local Laws apply</li> </ul> 3. <i>The Recreational Vehicle Strategy has changed as a result of this submission – Refer Sections 4.1, 4.6, 4.7 and 4.8.</i> Noted
2	1. Long vehicle parking - General 2. Welcoming approach	1. <i>The Recreational Vehicle Strategy has changed as a result of this submission – Refer Section 4.1.</i> Officer recommends additional review of the adequacy of Long Vehicle Parking in each major town across the municipality and proposes the implementation of additional Long Vehicle Parking where deemed inadequate 2. <i>The Recreational Vehicle Strategy has changed as a result of this submission – Refer Section 4.7.</i> Officer recommends continued improvement to amenity and aesthetics of Visitor Information Centres (VIC) across the municipality, improved access and visibility of VICs, improved monitoring of RV specific information available online.

No.	Issues Raised	Wellington Shire Council Response
3	<ol style="list-style-type: none"> <li>1. Budget allocations might be better spent on 'by-laws' enforcement, signage, etc.</li> <li>2. Unauthorised camping compliance &amp; Signage</li> <li>3. Policing of stays past the designated length of stay is probably adequate</li> <li>4. Policing the many 'non-stay' areas such as local parks, designated RV long parking bays, etc. is inadequate</li> <li>5. Part of the answer would be to 'as soon as possible' undertake to review/replace/implement effective signage specifically advising that 'over-night' stops are not authorised &amp; mentioning that a 'move-on' instruction is the likely outcome (even if it is probable that a by-laws officer won't attend in time).</li> <li>6. The criteria in <b>Recreational Vehicle Strategy 2018 4.4</b> should be adopted when 'support' is sought from the Shire by local community groups for such proposals on sites that the Council does not have direct responsibility for. In our opinion the Council could have significant influence on the success or failure of those proposals (that may have a profound detrimental effect on a local commercial operator) even if the area is not under their direct charge.</li> </ol>	<ol style="list-style-type: none"> <li>1. <i>The Recreational Vehicle Strategy has changed as a result of this submission – Refer Sections 4.8 &amp; 4.6a.</i> Council's Local Laws staff will continue to respond to complaints relating to unauthorised camping as they are received. Response timeframes are determined by Council's Customer Service Charter. If locations of unauthorised camping become problematic Council will consider investigative measures and signage options.</li> <li>2. <i>The Recreational Vehicle Strategy has changed as a result of this submission – Refer Section 4.6a.</i> Undertake an audit of all existing RV signage across the Wellington Shire and prepare a gap analysis and RV signage hierarchy to ensure adequate signage provision.</li> <li>3. <i>The Recreational Vehicle Strategy has NOT changed as a result of this submission.</i> Noted</li> <li>4. <i>The Recreational Vehicle Strategy has changed as a result of this submission – Refer Section 4.6a.</i> Ensure signage at all authorised RV sites clearly outlines time limits, 'Leave No Trace' responsibilities and promotes nearby commercial caravan park facilities and dump points.</li> <li>5. <i>The Recreational Vehicle Strategy has changed as a result of this submission – Refer Section 4.6a &amp; 4.8</i> Signage response as aforementioned</li> <li>6. <i>The Recreational Vehicle Strategy has NOT changed as a result of this submission – However additional information was sort as follows. <b>Under the planning scheme, would a land owner that is wishing to have a business need a planning permit? A camping and caravan park use (this is the best 'fit' under the Planning Scheme definitions) requires planning permit approval in residential/rural residential and rural areas. Is it a 'business' if it is free for RVers to stop and do they still need a permit issued through Council? WSC Planning Dept would still require a planning permit application. The only exception to this would be if it was so 'low key' (e.g. occasional use, a single RV on a site etc) which could be looked at as being 'ancillary' to an existing use of the land (such as a lot with an existing dwelling). If, however, it is an ongoing/dedicated RV stop for vehicles - planning permission would be required. <b>If it did need to come through Council, could we then apply the recommendations from the Draft RV strategy?</b></b></i> e.g. "there cannot be an RV stop in a town that already has an established caravan</li> </ol>

No.	Issues Raised	Wellington Shire Council Response
		<p>park” WSC Planning really can’t consider ‘commercial competition’ in a Planning Scheme sense. Grounds of refusal for a particular proposal would more typically be based on factors such as unreasonable amenity impacts, access constraints etc. In theory, policy ‘guidance’ could be provided in the Planning Scheme (via a Planning Scheme Amendment process) around where such uses could be ‘encouraged’ or ‘discouraged’ based on the RV Strategy, but that would be as far as the Planning Scheme could go and we would still need to be mindful that commercial competition could not be the driving determinant.</p> <p><b>Can Council stop people offering free stops to RVers on private land?</b> Yes, where planning permission has not been obtained.</p> <p><b>How does the situation alter should a Recreation Reserve Committee of Management, wish to set up an RV stop?</b> If on public land under the control of Council (and if Council consents), a CoM would not need planning permit approval. If, however, it was a CoM controlled via DELWP, planning permission may still be required (depending on the relevant zone).</p>
4	<ol style="list-style-type: none"> <li>1. Fast track, fund and complete the "Waterfalls Way" tourism project</li> <li>2. Develop RV overnight stay facility in Briagolong township at Rec Reserve.</li> <li>3. Assist Marlay Point Ctee Mgmt financially to upgrade facilities at Marlay Pt to cater for greater visitation</li> <li>4. Fast track the completion of new toilets at Willow Park, Rosedale.</li> <li>5. Facilitate the painting of large murals on water tower at Port Albert and Yarram and Maffra. (Joint with Gipp Water and SG Water) as attractions.</li> <li>6. Adopt signage (as attached), limiting all sites to being "self-contained"</li> <li>7. Do not adopt CMCA "leave no trace" policy.</li> <li>8. Immediately install quality signage to show directions to off highway parking for RVs, particularly</li> </ol>	<ol style="list-style-type: none"> <li>1. <i>The Recreational Vehicle Strategy has NOT changed as a result of this submission however Council will continue to work with Yarram BTA to progress this project.</i></li> <li>2. <i>The Recreational Vehicle Strategy has NOT changed as a result of this submission. Council has not received any approach from this Committee of Management. Should Council receive an approach the Strategy will respond.</i></li> <li>3. <i>The Recreational Vehicle Strategy has NOT changed as a result of this submission. Council has not received any approach from this Committee of Management. Should Council receive an approach the Strategy will respond.</i></li> <li>4. <i>The Recreational Vehicle Strategy has changed as a result of this submission – Refer Section 4.7. Willow Park works underway.</i></li> <li>5. <i>The Recreational Vehicle Strategy has NOT changed as a result of this submission however Port Albert under way independently - this initiative lays with local BTA's.</i></li> <li>6. <i>The Recreational Vehicle Strategy has changed as a result of this submission – Refer Section 4.8. Note signage response as afore mentioned</i></li> </ol>

No.	Issues Raised	Wellington Shire Council Response
	<p>caravans, in Rosedale, Sale and Stratford.</p> <p>9. Commit and action the completion of the Great Southern Rail Trail from Alberton to near Port Welshpool (increase length of stay for visitors).</p> <p>10. Develop &amp; fund RV overnight stay facility at Port Albert Racecourse. (Port Albert long stay opportunity).</p> <p>11. Develop &amp; fund RV overnight stay facility in conjunction with Parks Vic within Gippsland Lakes Coastal Park, Loch Sport. (Loch Sport opportunity).</p>	<p>7. <i>The Recreational Vehicle Strategy has NOT changed as a result of this submission.</i> Council supports 'Leave No Trace' Policy</p> <p>8. <i>The Recreational Vehicle Strategy has changed as a result of this submission – Refer Section 4.1.</i> Officer recommends additional review of the adequacy of Long Vehicle Parking in each town within WSC and proposes the implementation of additional Long Vehicle Parking where deemed inadequate.</p> <p>9. <i>The Recreational Vehicle Strategy has NOT changed as a result of this submission however</i> Officers have presented funding options to Councillors to complete this project; the project is currently under consideration.</p> <p>10. <i>The Recreational Vehicle Strategy has NOT changed as a result of this submission.</i> Officer recommendation is that Port Albert RVers are adequately catered for at the designated RV location on the foreshore, which includes toilets, waste disposal, adequate parking and dump point.</p> <p>11. <i>The Recreational Vehicle Strategy has NOT changed as a result of this submission.</i> Parks Victoria have their own strategy for management supporting overnight stays in coastal areas.</p>
5	1. Dump Point for Stratford	1. <i>The Recreational Vehicle Strategy has NOT changed as a result of this submission.</i> Whilst Council encourages community groups and/or business associations to contact the appropriate organisations and landowners to determine whether a new dump point can be installed in a particular location, Council does not support funding a dump point in Stratford, as proposed in this submission, because another dump point is located 11kms away in Maffra.
6	<p>1. Council already has accreditation from CMCA for RV Friendly Towns status for Sale, Yarram, Rosedale, Heyfield and Maffra. There is also a good opportunity for local businesses to sign up for the CMCA RV Friendly Destination scheme.</p> <p>2. The RV tourist is very well serviced by public Dump Points strategically located across Wellington Shire.</p>	<p>1. <i>The Recreational Vehicle Strategy has changed as a result of this submission – Refer Section 4.7.</i> Council will seek accreditation for RV Friendly Town status and promote local businesses and locations which achieve RV Friendly Destinations.</p> <p style="padding-left: 40px;">a. Get Port Albert accredited as an RV friendly town as with five others in Wellington</p> <p>2. <i>The Recreational Vehicle Strategy has NOT changed as a result of this submission however it is Noted</i></p>

No.	Issues Raised	Wellington Shire Council Response
	3. Analysis of current statistics shows that the commercial sector (caravan parks) is failing to keep up with demand for sites. Meeting demand by providing additional non-commercial self-contained RV park sites is an obvious way to further promote RV tourism in the Wellington Shire.	3. <i>The Recreational Vehicle Strategy has NOT changed as a result of this submission however it is Noted</i>
7	1. Investigate 'Camp Host' - where WSC allow someone to stay for a longer period at an RV camp in return for them taking a level of responsibility over the camp.	1. <i>The Recreational Vehicle Strategy has NOT changed as a result of this submission however it Officer recommends investigating Camp Host concept and implementing where possible and if feasible.</i>
8	<ol style="list-style-type: none"> <li>1. When talking to the campers, the following infrastructure topics have been identified as very important: long vehicle parking is essential,</li> <li>2. Dump point, adequate, clean amenities and easy to navigate grounds</li> <li>3. Good signage, well-designed facility that makes travellers feel welcome,</li> <li>4. Prominent signage declaring a town as RV friendly is essential and should be promoted.</li> </ol>	<ol style="list-style-type: none"> <li>1. <i>The Recreational Vehicle Strategy has changed as a result of this submission – Refer Section 4.1 Review of Long Vehicle Parking as aforementioned</i></li> <li>2. <i>The Recreational Vehicle Strategy has changed as a result of this submission – Refer Section 4.7</i></li> <li>3. <i>The Recreational Vehicle Strategy has changed as a result of this submission – Refer Section 4.8 Signage as aforementioned</i></li> <li>4. <i>The Recreational Vehicle Strategy has changed as a result of this submission – Refer Section 4.7 Council will seek accreditation for RV Friendly Town status and promote local businesses and locations which achieve RV Friendly Destinations.</i> <ol style="list-style-type: none"> <li>a. Get Port Albert accredited as an RV friendly town as with five others in Wellington.</li> </ol> </li> </ol>
9	<ol style="list-style-type: none"> <li>1. Signage advising of no overnight stopping in parks, long-park parking bays and day-use areas, as well as signage advising of the requirements at authorised RV sites.</li> <li>2. Site specific stay times</li> <li>3. Where budget has been allocated for the maintenance and cleaning of free RV-specific sites, there should also be a provision to enable by-laws officers to adequately enforce time-limits for free-camp areas and move-on campers in areas where overnight stays are not allowed (parks, long-park parking bays, etc). This could be done by reallocating, rather than increasing, resources. On</li> </ol>	<ol style="list-style-type: none"> <li>1. <i>The Recreational Vehicle Strategy has changed as a result of this submission – Refer Sections 4.1 &amp; 4.8. Signage response as aforementioned</i></li> <li>2. <i>The Recreational Vehicle Strategy has NOT changed as a result of this submission. Not supported by Council – Note signage response as aforementioned 4.8</i></li> <li>3. <i>The Recreational Vehicle Strategy has partially changed as a result of this submission – Refer 4.8. Additionally Council’s Local Laws staff will continue to respond to complaints relating to unauthorised camping as they are received. Response timeframes are determined by Council’s Customer Service Charter. If locations of unauthorised camping become problematic Council will consider investigative measures and signage options.</i></li> </ol>

No.	Issues Raised	Wellington Shire Council Response
	alternate days or weeks, different officers could work 10am to 6pm to ensure the peak set-up time at free camp sites was covered and sites were patrolled.	
10	<ol style="list-style-type: none"> <li>1. Stay times in each park should be considered on an individual basis</li> <li>2. Issues at Tarra River with campers emptying grey and black water in bushes</li> <li>3. Seems to be confusion over who is responsible for Tarra River road side stop</li> </ol>	<ol style="list-style-type: none"> <li>1. <i>The Recreational Vehicle Strategy has NOT changed as a result of this submission. Not supported by Council – Note signage response as aforementioned 4.8</i></li> <li>2. <i>The Recreational Vehicle Strategy has NOT changed as a result of this submission. This is a law enforcement matter.</i></li> <li>3. <i>The Recreational Vehicle Strategy has NOT changed as a result of this submission however this has been noted – Tarra River Roadside stop is a council property</i></li> </ol>

## OPTIONS

Council has the following options:

1. To adopt the Recreational Vehicle Strategy 2018; or
2. Not adopt the Recreational Vehicle Strategy 2018; or
3. To seek further information for consideration at a future Council meeting.

## PROPOSAL

That Council having considered submissions received, resolve to adopt the Recreational Vehicle Strategy 2018 (**Attachment 1**).

## CONFLICT OF INTEREST

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

## ENGAGEMENT IMPACT

As part of the public consultation process a Community Engagement Plan was developed. The following affected stakeholders were approached, and their input sought on the development of the Strategy:

- Wellington Regional Tourism
- Parks Victoria
- Destination Gippsland Limited
- Caravan Association of Victoria
- Caravan and Campervan Association
- Business and Tourism Associations across the municipality.

In the event that Council resolves to adopt the Recreational Vehicle Strategy 2018, members of the public will be notified via media release and update of the Council website.

## **COUNCIL PLAN**

The Council Plan 2017-2021 Theme 5 Our Vision states the following strategic objective and related strategies:

Strategic Objective

*5.3 Grow Wellington Shire's visitor economy.*

Strategy 5.3.1

*Work with key stakeholder organisations to increase consumer awareness of Wellington Shire's strengths.*

Strategy 5.3.2

Enhance visitor experiences through the development of quality facilities and services.

This report supports the above Council Plan Strategic Objective and Strategies.



WELLINGTON  
SHIRE COUNCIL  
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# Recreational Vehicle Strategy





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## EXECUTIVE SUMMARY

Tourism is a significant contributor to the Wellington Shire economy with an estimated value of \$69 million, with over one million visitors annually. Wellington Shire's proximity to Melbourne and location on the main touring route between Sydney and Melbourne, provides an attractive destination for Recreational Vehicle (RV) users.

Whilst the RV market is only one element of Wellington's tourism mix, Council recognises this niche market and the need to make informed decisions about how to effectively manage RV travelers.

RVs meet the needs of a diverse range of people from young families to retired couples due to their accessibility, convenience and afford travelers a unique way to experience the outdoors while still providing the comforts of home.

Council acknowledges that the significant majority of authorised low cost/free camping sites across the shire are located on national or state parks (Crown Land) and Council has no authority over these sites.

However, Council can influence the RV experience through:

- Infrastructure (long vehicle parking, dump points, signage etc)
- Targeted information including visitor information services and social media
- Educating RV travelers on how to minimise environmental impacts and sustainability
- Compliance activities
- Greater understanding of the size and value of the RV market

Adopting a balanced Shire-wide approach towards the RV market can ensure the support of local commercial caravan parks and tourist operators, and have a positive economic impact on towns which do not have commercial caravan parks.

When developing Wellington Shire's long-term vision, a key driver identified is to 'Develop the visitor economy through innovative marketing programs and product development to attract people to the region to live, work and play.'

This Strategy aligns with this vision and will be the principal planning reference for Council to:

- Identify the current RV market in Wellington Shire and the measures to be taken to meet this expanding market
- Maximise economic opportunities
- Minimise negative social, economic and environmental impacts
- Promote Wellington Shire as an attractive region for RV users

The Strategy concludes with an action plan detailing the key activities Council will undertake to support RV tourism in Wellington Shire.



## SECTION 1 – INTRODUCTION

### 1.1 Target audience

RVs are referred to herein as self-contained recreational motor homes and caravans.

Self-contained RV is defined as a self-contained vehicle that has internal cooking facilities as well as a toilet, shower and sleeping facilities; plus water tanks sufficient for 48 hours use by the occupants for drinking and other purposes; as well as holding tanks for grey and black water.

This strategy is aimed solely at the self-contained RV market to guide Council's decision making on how to best manage the RV market across the Shire.

All other types of recreational transport are encouraged to seek full facilities at caravan parks and camping grounds.

### 1.2 Importance of tourism

The tourism industry makes a considerable contribution to Council's economy both directly and indirectly.

The tourism sector in Wellington Shire currently contributes:

- 864 jobs (8.08%) of total employment<sup>1</sup>
- \$39.3m of total wages and salaries
- \$69.3m (2.97%) of total value-added<sup>2</sup>

Of the 1.04 million annual visitors to Wellington Shire, 357,000 were domestic overnight visitors, 674,000 domestic day visitors and 9,000 were international visitors. Domestic overnight travel has increased considerably (19.2%) in Wellington Shire since March 2016 to March 2017.

Council is attempting to strengthen its tourism offering through the development of key tourism assets in the region to ensure visitation continues to increase.

The visitor profile data for Wellington Shire is:<sup>3</sup>

Visitor Profile:	Domestic Day	Domestic Overnight	International
Average stay (nights)	-	3	14
Average spend per trip (\$)	\$74	\$266	\$769
Average spend per night (\$)	-	\$85	\$54

### 1.3 Overall caravanning industry statistics

<sup>1</sup> 2015-16, Australian Bureau of Statistics (ABS), Tourism Satellite Account

<sup>2</sup> REMPLAN based on the following source: 2015-16 ABS, Tourism Satellite Account

<sup>3</sup> Tourism Research Australia Tourism in Local Governments 2016: Area Profile Wellington



The following statistics provide further insight into the RV market:

- The Gippsland region acts as the first night in Victoria for many RV users.<sup>4</sup>
- 50% of RV users use a mix of non-commercial and commercial caravan park accommodation.<sup>5</sup>
- Victoria (2.8 million) retains the second highest market share of all domestic caravan and camping trips in Australia, representing 24%.
- 58% of RV users are in the 60 to 70 year age bracket, and travel for more than two months.<sup>6</sup>
- RV user market has the potential to generate economic activity averaging a weekly spend of \$500 and an average of 163 days of travel annually.<sup>7</sup>
- Most RV users travelling for more than two months only stay in one location for three days or less.<sup>8</sup>

## SECTION 2 – RV SCHEMES

RV Schemes are aimed to assist regional areas attract RV tourists. Visitor Information Centre staff have reported a steady increase in the number of RV tourists visiting Wellington Shire and seeking RV specific advice.

Council has worked with industry representatives, including business and tourism associations, chambers of commerce, Wellington Regional Tourism, and other tourism bodies, to increase the levels of RV visitation to the region, resulting in greater visitor expenditure in towns that may otherwise not have enjoyed regular tourism visitation.

Some of the more recognised schemes are categorised below.

### 2.1 CMCA RV Friendly Town™ program

The RV Friendly Town™ program is an initiative by Campervan & Motorhome Club of Australia (CMCA). An RV Friendly Town™ is a location that has applied and met CMCA's set of guidelines to ensure they provide a certain number of amenities and a certain level of service to RV users. The RV Friendly Town™ program is easily identifiable through a CMCA roadside 'RV Friendly' sign. There are five RV Friendly Towns™ in Wellington Shire: Heyfield, Rosedale, Maffra, Sale and Yarram.

### 2.2 CMCA RV Friendly Caravan Parks

Caravan parks can promote themselves as RV Friendly and by working with CMCA can provide CMCA members with a 10% discount; and in return their caravan park will receive promotion targeting CMCA members.

### 2.3 CMCA RV Friendly Destination™

Businesses in the tourism industry (such as wineries, cheese factories, hotels/clubs, etc.)

<sup>4</sup> Understanding the free/low Cost Camping Recreational Vehicle Traveller: an Exploration of Actions and Attitudes; Hardy et al; April 2014

<sup>5</sup> BDO Australia, Economic Benefit Report, October 2012

<sup>6</sup> The camping habits & economic value of 'free-camping' travellers, February 2017

<sup>7</sup> CMCA 2009 member survey

<sup>8</sup> The camping habits & economic value of 'free-camping' travellers, February 2017



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can apply for an CMCA RV Friendly Destination™, if they meet the necessary assessment process through application.

Businesses which successfully meet the RV Friendly Destination™ criteria and pay a nominal fee, are provided with a CMCA 'RV Friendly Destination™' sign and their business is promoted on CMCA's website.

At the time of writing this strategy, there are no RV Friendly Destinations in the Wellington Shire.

#### 2.4 CMCA Leave No Trace®

CMCA members are required to sign up to a Leave No Trace® Code of Conduct based on CMCA's policy, the promotion of environmentally responsible camping and that RV users 'leave nothing behind but their tracks'.

#### 2.5 VicParks Community Welcomes RV Travellers

The Victorian Caravan Parks Association's (VicParks) 'Community Welcomes RV Travellers Program' promotes towns, destinations and regions as being places that actively encourage recreational vehicle travellers to visit them. Participating towns also display a 'Community Welcomes RV Travellers' sign.

VicParks also produces the only whole of state annual drive destination guide with 130,000 copies distributed in Victoria and nationally through Victorian Visitor Information Centres and major Caravan & Camping shows. A copy of this guide can be found at each of our Visitor Information Centres or can be downloaded from the VicParks website.

### SECTION 3 – EXISTING INFRASTRUCTURE

The RV user market, as defined in this Strategy, refers to vehicles that can stay at sites with no facilities.

#### 3.1 Commercial caravan parks

Some caravan park operators in Wellington Shire have adapted to the RV market providing low cost options including unpowered and/or powered site with no facilities. Some have installed power meters onto each site and charge for power, and have the provision of a dump point. This provides the RV user with a low-cost option, a safe place to park and access to other park facilities.



The table below lists each commercial caravan park in Wellington Shire.

Location	Commercial Park	Privately Owned/Managed	On Crown Land
Dargo	Wonnangatta Caravan Park	•	
Dargo	Dargo River Inn	•	
Glenmaggie	Blores Hill Caravan Park		•
Glenmaggie	Lake Glenmaggie Caravan Park	•	
Glenmaggie	Montana Caravan Park	•	
Glenmaggie North	Paradise Valley Camping Park	•	
Glenmaggie	Wallaby Rise	•	
Meerlieu	Roseneath Park	•	
Licola	Licola Caravan Park	•	
Loch Sport	Loch Sport Holiday Park		•
Loch Sport	90 Mile Beach Holiday Retreat	•	
Maffra	Maffra Golf Club	•	
Port Albert	Port Albert Seabank Tourist Park	•	
Rosedale	Rosedale Caravan Park	•	
Stratford	Stratford on the River Tourist Park		•
Sale	Sale Motor Village		•
Sale	Sale & District Ag Society Inc.		•
Seaspray	Seaspray Caravan Park		•
Tarra Valley	Best Friend Holiday Retreat	•	
Tarra Valley	Tarra Valley Caravan Park Fernholme	•	
Valencia Creek	Valencia Creek Caravan Park	•	
Woodside	Woodside Beach Holiday Park		•
Woodside	Woodside Central Caravan Park	•	
Yarram	Yarram Holiday Park	•	
Yarram	Windmill Caravan Park	•	

The introduction of the reformed Farming Zone, gazetted on 5 September 2013, allows further opportunity for landowners to apply for a permit allowing the development of new caravan/tourist parks within the region. Applications are assessed in accordance with the Wellington Shire Council Planning Scheme.

### 3.2 Existing authorised low/free camping sites

There are approximately 50 low cost/free authorised camping areas located in Wellington Shire, with various locations along 90 Mile Beach, Golden Beach, Seaspray and the Honeysuckles.

Most of the camping areas are located on national or state parks (Crown Land), and Council has no authorisation over these sites.



### 3.3 Existing authorised RV sites

Wellington Shire supports four no cost RV-specific short-term stops:

Location	Toilets	Rubbish Bins	Water	Length of stay	Free/Low Cost
Wharf Street, Port Albert	Yes	Yes	Yes	24-hr	Free
Willow Park, Rosedale	No	Yes	Yes	36-hr	Free
Frenches Park, Maffra	No	Yes	Yes	48-hr	Free
Heyfield RV Site, Heyfield	Yes	Yes	Yes	48-hr	Free
Tarra River, Yarram	No	No	No	No Signage	Free

### 3.4 Committees of Management – Crown Land

A community Committee of Management is a group of volunteers who are elected to manage, operate and maintain a facility for the community. Committees of Management manage most of Wellington Shire's recreational reserves.

It is important to note that Council:

- has no authorisation over national or state park camp sites (Crown Land) that offer free camping;
- does not receive revenue generated from low cost camping in reserves managed by Committees of Management; and
- encourages Committees of Management to contact Victoria Police if people are breaking the law on the reserves.

### 3.5 VicRoads Rest Areas

VicRoads Rest Areas aim to reduce fatigue-related incidents by taking a holistic approach to rest stop areas across Victoria. Rest areas on country roads are important as they provide safe places to sleep. Rest areas can also provide a range of amenities such as toilets, food and driver information.

There are currently nine VicRoads Rest Areas in Wellington Shire:

Location	Cars/Trucks	Toilets	Picnic Tables	BBQ	Rubbish Bins	Water
Albert River Reserve	Cars/Trucks	Yes	Yes	Yes	No	No
Yarram	Cars only	No	Yes	Yes	No	No
Flynn	Truck	No	No	No	Yes	Yes
Rosedale	Cars only	Yes	Yes	Yes	Yes	Yes
Glenmaggie	Cars/Trucks	No	Yes	Yes	No	No
Stradbroke	Trucks	No	No	No	No	No
Stratford	Cars/Trucks	No	Yes	Yes	Yes	Yes
Munro	Cars	Yes	Yes	Yes	Yes	Yes
Fernbank	Cars/Trucks	Yes	Yes	Yes	Yes	Yes

VicRoads recognises that towns provide a range of commercial facilities including fuel, food,



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and drink. As a rule, VicRoads will encourage road users to use in-town facilities. VicRoads Rest Area Strategy 2010 states: *'There is an extensive network of rest areas and freeway service centres on the Victorian road network, with approximately 120 of these suitable for heavy vehicles. A range of local facilities also exist, providing further opportunities for all drivers to rest. Local councils and the private sector have a key role in the provision of these facilities, which offer an opportunity to support regional growth through the promotion of local attractions and services.'*

Councils only authorisation over VicRoads Rest Areas relates to livestock.

Council does not have the authority to move on travellers in VicRoads rest areas and is only permitted to remove vehicles on council managed roads.

#### SECTION 4 – COUNCIL OPPORTUNITIES AND ACTIONS

##### 4.1 Long vehicle parking (day time)

Long vehicle parking bays are significantly longer than a regular vehicle bay (approximately two parallel car parks, per long vehicle park). These bays allow parking of caravans, boats and other longer vehicles which are otherwise difficult to accommodate.

CMCA have indicated that for a town to gain an economic return from the RV market, there should be a provision for long vehicle parking close to the town's retail precinct and amenities to ensure that the economic impact is felt locally.

Smaller towns in Wellington Shire generally have parking available which is not line-marked. RVs usually can park within easy access to the town shopping precinct and amenities.



- Council can increase the frequency of RV travellers stopping in towns across the shire by providing adequate short-term parking within a short walk from shopping precincts.



- Implement findings from the Port Albert Parking Review and improve RV access into a dedicated RV park in Wharf Street
- As part of the streetscape works within Stratford and VicRoads safety works, RV parking will be developed in Stratford within a short walk of traders on Tyers Street.
- Additional long vehicle parking will be promoted at Port of Sale and signage will be installed by mid-2018.
- Overflow parking area on the southern side of the Port of Sale will be sealed by Council by 2020.
- Long vehicle parking currently exists in Sale CBD in the shopping centre car park on the western side of Reeve Street. This will be better promoted via improved





signage.

- Review/improve current signage to LVP in Sale
- Conduct a review of Long Vehicle Parking in each town within WSC and improve supply and access to Long Vehicle Parking where deemed inadequate.

#### 4.2 Dump points

An RV dump point is a properly designed facility intended to receive the discharge of wastewater from any holding tank or similar device installed in an RV. Dump points are an essential aspect of the RV market allowing tourists to discharge wastewater in an acceptable manner to an approved disposal system.

Below is a list of current dump point locations within Wellington Shire. This list does not include privately owned dump points.

Town	Location	Responsibility
Sale	Visitor Information Centre	Wellington Shire Council
Sale	Sale Agricultural Showground	Sale & District Agricultural Society
Sale	Port of Sale	Wellington Shire Council
Port Albert	Boat Ramp, Wharf Street	Wellington Shire Council
Yarram	Yarram Recreation Reserve	Wellington Shire Council
Maffra	Maffra RV Stop	Wellington Shire Council
Heyfield	Heyfield RV Stop, Macfarlane St	Heyfield Tourism Association
Rosedale	Bowling Club, Dawson Street	Rosedale Bowling Club
Hollands Landing	Public toilets adjacent to boat ramp	Gippsland Ports
Loch Sport	Boat Club, Charlie Street	Gippsland Ports

Opportunities

*Council will determine the suitability and viability of dump points on land owned and managed by Council. The development of new dump points carry ongoing management and maintenance responsibilities. Council will balance the need for additional dump points with the demand and cost of ongoing maintenance and associated costs.*

Actions

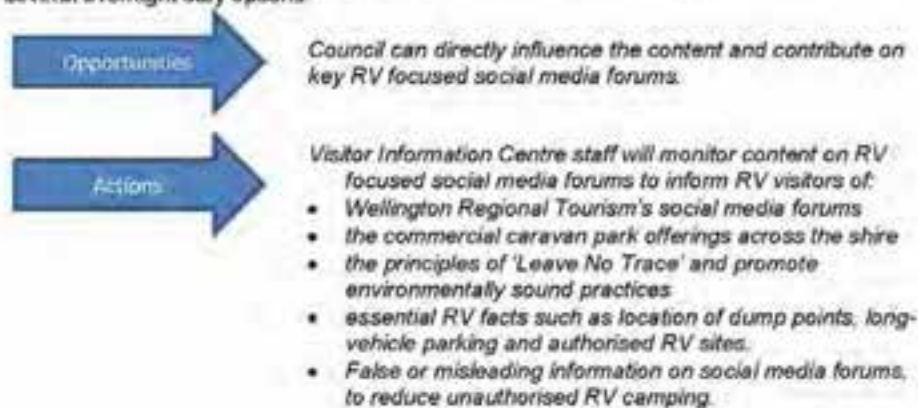
- Council will:*
- *investigate the demand and technical feasibility of installing a dump into a septic system at Golden Beach.*
  - *encourage community groups and/or business associations to contact the appropriate organisations and landowners to establish if a proposed dump point can be facilitated within the community.*
  - *Relocate the dump point at the former Visitor Information Centre in Forster St Sale to another convenient location.*



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### 4.3 Social media

When selecting locations to stay overnight, RV users seek information from several resources (this includes websites, mobile phone apps, discussion boards, blogs, books and through word of mouth). These sources provide extensive information highlighting and/or rating specific RV sites and facilities. Council recognises that online camping applications (such as WikiCamps) provide a flow of information which circumvents traditional information channels. Information obtained from these resources allows the RV user to choose one of several overnight stay options.



### 4.4 Wellington Shire's commercial caravan parks

Commercial caravan parks offer a full range of camping options that suit the RV market. Although the RV market can bring an economic return to Wellington Shire, the issues and challenges associated with low/free cost camping must be acknowledged and addressed.

Wellington Shire's commercial caravan parks are small businesses operated under strict regulations to ensure the health and wellbeing of its visitors. Operators pay both Council rates and registration fees.

Commercial caravan parks are inspected for compliance with legislation related to:

- Visitor amenities, ablutions
- Cleanliness of sites, rental cabins and vans
- Potable drinking water supplies
- Basic fire safety measures
- Emergency management plans
- Maintenance of grounds, provision of lighting and general access
- Refuse disposal
- Wastewater management
- Structure compliance



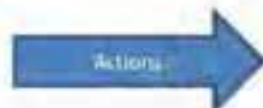
- Recordkeeping

In 2012 the Caravan, RV & Accommodation Industry of Australia (CRVA) commissioned BDO Australia (research consultants) to create an Economic Benefit Report that considers the economic impact that commercial caravan parks have on their region from the spending undertaken by the park and park operators. It found that for every \$1 of park income, \$1.38 of local economic activity is generated.



*It is vital that commercial caravan parks remain viable and continue to have a positive economic impact on the community. From 2017, Council will directly manage the Visitor Information Centre in Maffra and Sale. This provides Council officers an opportunity to directly interact with RV visitors and an opportunity to actively promote commercial caravan parks to RV visitors.*

*Council can also set parameters around the establishment of new RV facilities to avoid unfair competition with existing commercial caravan parks.*



*Council adopt a set of criteria to assist with the assessment of proposals seeking to establish RV facilities on Council owned or managed land. This will ensure new RV facilities funded by Council do not unfairly compete with existing businesses. (See 4.10 - Considerations for new RV sites).*

#### 4.5 Environmental impacts and sustainability

Wellington 2030 Community Vision states 'Wellington's natural environment and landscape is clean, diverse, beautiful, accessible and protected.'

It is vital that this Strategy aligns with the Community Vision so that residents and visitors can enjoy the scenic and protected environment.

Wellington Shire's natural environment is subject to increasing levels of recreation and tourist pressure. An RV market which is not appropriately managed will result in environmental impacts including soil, erosion and compaction, damage to vegetation and destruction of flora and fauna.

Increased RV activity on Council managed land raises issues relating to waste management and impacts on the local environment.



*Council to actively promote the principles of 'Leave No Trace' amongst RV users.*



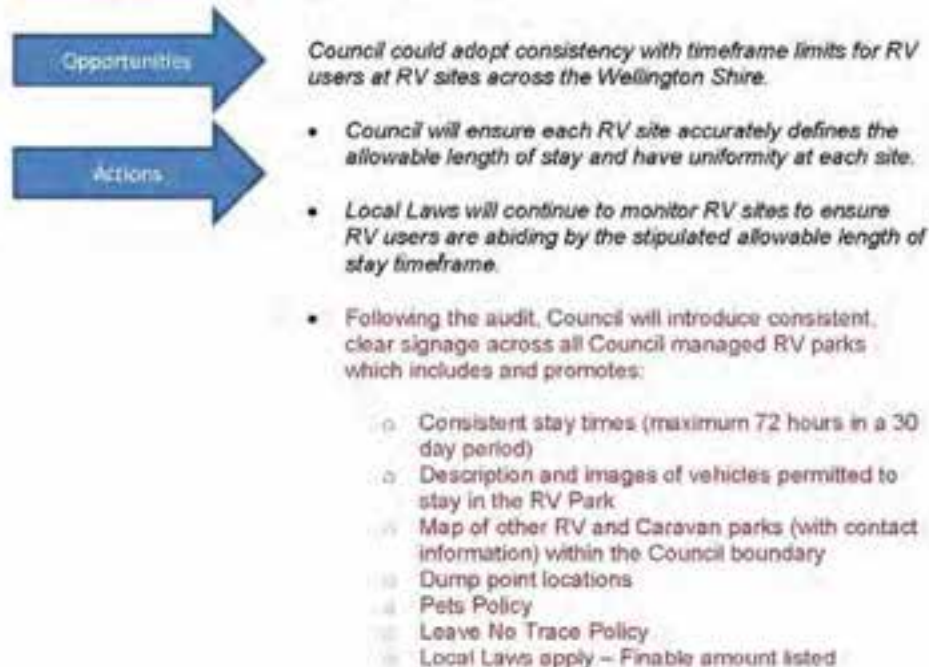
- *Council will provide 'Leave No Trace' signage for RV sites at Wharf St Port Albert, Willow Park Rosedale, Frenches Park Maffra and the RV site in Heyfield.*



- Council officers and volunteers working at the Shire's three Visitor Information Centres will:
  - promote the 'Leave No Trace' philosophy when RV users enquire about authorised no-cost RV specific sites.
  - provide content on RV specific social media forums and WikiCamps promoting 'Leave No Trace'.
- Council will design RV stops to minimise impacts to water bodies and native vegetation. For example, upgrades at Willow Park Rosedale will be designed to limit vehicle parking close to the Latrobe River, to minimise erosion and water pollution.

#### 4.6 RV Site Timeframes

Generally, authorised RV locations across Wellington Shire do not have consistent timeframes for visitation length of stay.



#### 4.6a Unauthorised camping and compliance

Camping can sometimes occur on Council land which is not designated as a free camping site. Despite installation of 'No Camping' signs the issue has not been alleviated. A distinction needs to be made between the word 'camping' and 'parking'. While parking is leaving a vehicle unattended for a short period, 'camping' refers specifically to using a vehicle's facilities overnight.

Regulatory requirements highlight the prohibition of camping on many Wellington Shire sites including the following:

Local Law 3-2011 5.1.11 Behaviour in Municipal Places:

*'A person must not in or on a Municipal Place: Act contrary to any signage authorised and installed by Council.'* (e.g. a no camping sign)

Local Law 4 – 2011 6.5 Camping and Caravans on Roads:

*'a) A person must not Camp in a Caravan on a Road unless the area has been designated by Council as being available for this purpose. Initial areas so designated by the Council, which may be modified from time to time, are set out in Schedule 7 (clause (b)).'*

*b) A person must not keep, erect or place a tent on any Road.'*

Local Law 4 – Standards S6:

*'1. If a person has disengaged the Caravan from a vehicle and/or has extended the stabilisers on the Caravan and/or has extended the awning and/or has placed furniture or other facility outside the Caravan and/or erected a tent, they would be considered to be setting up Camp.*

*2. If a person has not set up Camp, but is sleeping in a Caravan or other form of temporary accommodation and has stopped for longer than eight hours, they would be considered to be Camping.'*

Schedule 7:

*'Camping areas – road designated as being available for caravans.*

*Wharf Street Carpark, Port Albert – Carparks as indicated by yellow line marking  
Overnight stays limited to a maximum period of 24-hours.'*

It is important to note a person can camp on private land for up to 28 days in a calendar year and not require a permit, however if an Authorised Officer wants to include any conditions outlined in Council's Local Laws a permit can be issued to impose those conditions.



*Council will regularly monitor Council owned or managed land to ensure compliance.*



*Council's Local Laws staff will continue to respond to complaints relating to unauthorised camping as they are received. Response timeframes are determined by Council's Customer Service Charter. If locations of unauthorised camping become problematic Council will consider*



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*investigative measures, signage options and redirecting travellers via social media platforms.*

- *New signage will inform travellers of suitable overnight locations*
- *Include signage on public toilets to inform campers they are not to camp nearby but instead to visit local caravan parks or designated RV stops*

#### **ADDITIONAL INFORMATION**

The moving on of vehicles on VicRoads managed roads is the sole responsibility of VicRoads and/or Police

The moving on of vehicles on Council managed roads is the responsibility of Local Laws with the following considerations

Local Law 4, Environment clause 6.5 Camping and Caravans on Roads states:

a) A person must not camp in a Caravan on a Road unless the area has been designated by Council as being available for this purpose. Initial areas so designated by the Council, which may be modified from time to time, are set out in Schedule 7.

b) A person must not keep, erect or place a tent on any Road.

Note: Definition of camp = means and includes camping in tents, caravans, or similar temporary accommodation.

Definition of camping = means to make or set up a camp, including erecting or occupying a caravan, tent or any temporary form of accommodation, for the purpose of staying for a period of time.

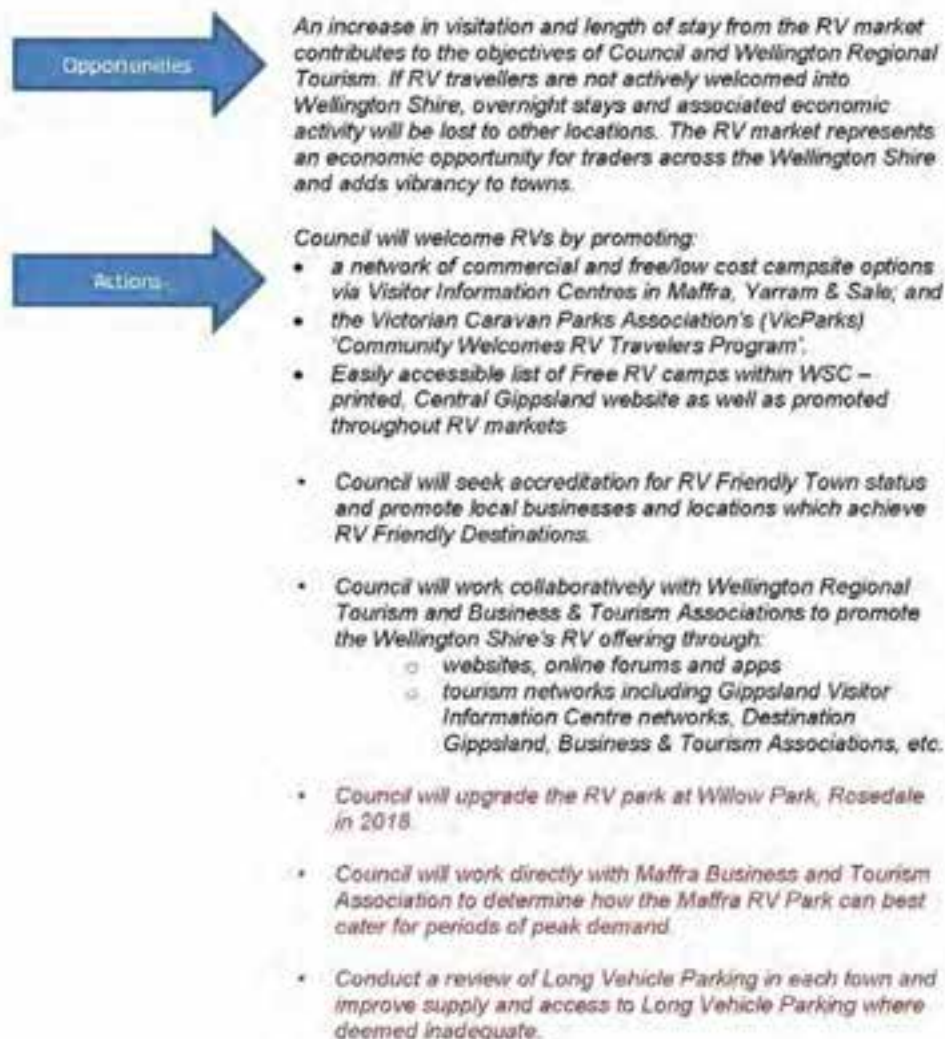
Refer Local Law 4 – Standards S6 listed above.

Generally speaking, Local Laws Officers have a duty of care to take into account and support travellers that may require a 'rest, revive, survive stop'.



#### 4.7 Welcoming RV visitors

The Shire's visitor economy can benefit from the RV market. Council's tourism partner Wellington Regional Tourism conducts promotions and campaigns targeting the market to increase awareness of attractions within the region and encourage visitation. The market should be welcomed to the area and accommodated through a combination of suitably equipped commercial caravan and motor home parks, long parking spaces and designated free camping areas.



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- Council will continue to review and improve the visitor experience at Council's VIC's including improved access and visibility, provision of information and staff training.
- Get Port Albert accredited as an RV friendly town as with five others in Wellington

#### 4.8 Signage

Signage is essential to clearly identify RV facilities and services. Signage located in areas that attract RV users improves traffic movement, reduces environmental degradation and allows visitors to better access into township precincts and amenities.



*For Council to determine the RV signage needs. Appropriate signage can reduce environmental degradation, improve traffic flow and ensure major events accommodation needs are catered for.*

**Council will:**

- undertake an audit of all existing RV signage across the Wellington Shire and prepare a gap analysis and RV signage hierarchy to ensure adequate signage provision.
- implement the findings of the RV signage audit.
- ensure signage at all authorised RV sites clearly outlines time limits, 'Leave No Trace' responsibilities and promotes nearby commercial caravan park facilities and dump points.
- Following the audit, Council will introduce consistent, clear signage across all Council managed RV parks which includes and promotes:
  - Consistent stay times (maximum 72 hours in a 30 day period)
  - Description and images of vehicles permitted to stay in the RV Park
  - Map of other RV and Caravan parks (with contact information) within the Council boundary
  - Dump point locations
  - Pets Policy
  - Leave No Trace Policy
  - Local Laws apply





#### 4.9 Understanding the RV Market

The economic value of the RV market in Wellington Shire requires further investigation. This data will help validate Council's future infrastructure planning and visitor economy activities.



*For Council to collaborate with Wellington Regional Tourism and Destination Gippsland Limited to develop appropriate mechanisms to obtain economic data (ie. visitor length of stay and expenditure), visitor profiles (ie. visitor demographics and psychographics) and industry feedback.*



*Council will:  
investigate the RV market further and distribute RV industry findings and data to industry partners including Wellington Regional Tourism and Destination Gippsland Ltd; and*

- advocate that the proposed Gippsland Destination Management Plan being developed by Destination Gippsland Limited, investigate the value of the RV market to Wellington and Gippsland more broadly.*

#### 4.10 Considerations for new RV sites

It is proposed that Council adopt a set of criteria to assist with assessment of proposals seeking to establish RV facilities on Council owned or Council managed land. The following assessment criteria is proposed to be used in conjunction with all local and State planning and environmental requirements.



This criteria has been adapted from draft criteria developed for Baw Baw Shire Council by consultancy TRC Tourism Pty Ltd.

- New RV facilities/areas funded by Council should not unfairly compete with existing caravan park operators
- New RV facilities should only be located on sites that can support RV activity without degradation to the site's values
- RV activity should not displace local/community values
- A diversity of camping and RV experiences should be provided across Wellington Shire/region
- All camping and RV settings should be high quality and managed appropriately to the setting
- The safety of campers, community and environment is paramount

Criteria to consider by Council in relation to proposal for new RV tourism facilities:

**Impact on community**

- Is there community support for the development? Including residents, businesses, land managers/service providers?
- Will the proposed RV parking/accommodation site impact on existing use of community facilities such as sporting grounds, open space and recreation assets, residential amenity and peaceful enjoyment?
- Is the proposal likely to result in over-use of community facilities (toilets, parking, rubbish bins) without additional management resources available to ensure public safety and sustainability?
- Will RV parking clash with regular events (how frequently are they held? How will this be communicated with RV campers? How will campers be made to move on if necessary?)



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**Impact on existing businesses**

- Is there an existing business that is likely to be negatively impacted by the introduction of a free camping site/RV dump?
- Do existing local businesses have facilities that visitors could utilise instead of developing new facilities? (e.g. Pay per use of dump?) Do existing businesses allow casual use of their facilities?
- Will the proposed RV facility support local businesses – generate more expenditure within the local area, create interest in stopping and spending more time in the region?
- Will the proposed area work for through-Shire traffic or regional touring routes, or dilute messages about touring routes?

**Maximising use of existing assets**

- Will the proposed facilities address a gap in existing assets? Consider within Wellington Shire and neighbouring areas?
- Will the proposed facilities meet a demand that is currently greater than supply, or reduce the use of existing assets?
- Does the need align with a greater need of an existing market or is it an emerging market that needs a broader consideration?

**Management of sites**

- Does Council have sufficient resources to manage the site, or a partnership with local business groups to manage the site?

**For consideration – recommended rules/guidelines for any free camping:**

- *Duration limits* – up to 72 hours maximum
- Will the proposed facilities address a gap in existing assets? Consider within Wellington Shire and neighbouring areas?
- Will the proposed facilities meet a demand that is currently greater than supply, or reduce the use of existing assets?
- Does the need align with a greater need of an existing market or is it an emerging market that needs a broader consideration?
- What services will be provided, and at what cost?
- Is there an existing dump points or facilities that could be used instead (free of charge or fee-for-service basis)?
- Is the local community driving the proposal and committed to its management?





*Council will apply this assessment criteria in conjunction with all local and State planning and environmental requirements, when determining the need for any additional RV facilities on Council owned/managed land.*

## SECTION 5 – CONSULTATION PROCESS

Council sought input from a range of community and industry stakeholders in the development of this strategy.

Stakeholder & Community Engagement	Consultation Means
Wellington Regional Tourism	Meeting and email
Parks Victoria	Consultation email
Destination Gippsland	Consultation email
Victorian Caravan Parks Association	Meeting and email
Business & Tourism Associations (BTA)	Consultation email
<ul style="list-style-type: none"> <li>• Sale BTA</li> <li>• Maffra BTA</li> <li>• Heyfield Traders and Tourism Inc</li> <li>• Yarram Traders and Tourism Inc</li> <li>• Loch Sport BTA</li> <li>• Rosedale Chamber of Commerce</li> <li>• Stratford</li> </ul>	
Tarra Territory Tourism	Consultation email
Caravan & Campervan Association	Consultation email
Port Albert Community Groups	Community newsletter
Campervan & Motorhome Club of Australia	Consultation email
Golden Paradise Ratepayers' & Residents' Association	Consultation email
TRC Tourism Pty Ltd	Meeting



## SECTION 6 – ACTIONS

The following table summarises proposed actions arising from this Strategy. Council will commence each action within two years of endorsement of this strategy.

Opportunity	Actions
Long vehicle parking	<ul style="list-style-type: none"> <li>• Implement findings from the Port Albert Parking Review and improve RV access into a dedicated RV park in Wharf Street.</li> <li>• As part of the streetscape works within Stratford and VicRoads safety works, RV parking will be developed in Stratford within a short walk from the traders on Tyers Street.</li> <li>• Additional long vehicle parking will be promoted at Port of Sale and signage is being installed by mid-2018</li> <li>• Overflow parking area on the southern side of the Port of Sale will be sealed by Council by 2020</li> <li>• Long vehicle parking currently exists in Sale CBD in the shopping centre car park on the western side of Reeve Street. This will be better promoted via improved signage</li> <li>• Review/improve current signage to long vehicle parking in Sale.</li> <li>• Conduct a review of Long Vehicle Parking in each town within WSC and improve supply and access to Long Vehicle Parking where deemed inadequate.</li> </ul>
Dump points	<ul style="list-style-type: none"> <li>• Investigate the demand and technical feasibility of installing a dump into a septic system at Golden Beach.</li> <li>• Encourage community groups and/or business associations to contact the appropriate organisations and landowners to establish if a proposed dump point can be facilitated within the community.</li> <li>• Relocate the dump point at the former Visitor Information Centre in Foster St Sale to another convenient location.</li> </ul>
Social media	<p>Visitor Information Centre staff will monitor content on RV focused social media forums to inform RV visitors of:</p> <ul style="list-style-type: none"> <li>• Wellington Regional Tourism's social media forums</li> <li>• the commercial caravan park offerings across the shire</li> <li>• the principles of 'Leave No Trace' and promote environmentally sound practices</li> <li>• essential RV facts such as location of dump points, long-vehicle parking and authorised RV sites</li> <li>• false or misleading information on social media forums, to reduce unauthorized RV camping</li> </ul>
Wellington Shire's commercial caravan parks	<p>Adopt a set of criteria to assist with the assessment of proposals seeking to establish RV facilities on Council owned or managed land. This will ensure new RV facilities funded by Council do not unfairly compete with existing businesses. (See 4.10 - Considerations for New RV sites)</p>
Environmental impacts and sustainability	<ul style="list-style-type: none"> <li>• Provide 'Leave No Trace' signage for RV sites at Wharf St Port Albert, Willow Park Rosedale, Frenches Park Maffra and the RV site in Heyfield</li> <li>• Council officers and volunteers working at the Shire's three Visitor Information Centres will:             <ul style="list-style-type: none"> <li>○ promote the 'Leave No Trace' philosophy via social media and when serving RV users regarding authorised no-cost RV specific sites.</li> <li>○ provide content on RV specific social media forums and WikiCamps promoting 'Leave No Trace'.</li> </ul> </li> </ul>

Opportunity	Actions
RV Site Timelines	<ul style="list-style-type: none"> <li>• Design RV stops to minimise impacts to water bodies and native vegetation. For example, upgrades at Willow Park Rosedale will be designed to limit vehicle parking close to the Latrobe River, to minimise erosion and water pollution.</li> <li>• Council will ensure each RV site accurately defines the allowable length of stay and have uniformity at each site.</li> <li>• Local Laws will continue to monitor RV sites to ensure RV users are abiding by the stipulated allowable length of stay timeframe.</li> <li>• Following the audit, Council will introduce consistent, clear signage across all Council managed RV parks which includes and promotes:                         <ul style="list-style-type: none"> <li>○ Consistent stay times (maximum 72 hours in a 30 day period)</li> <li>○ Description and images of vehicles permitted to stay in the RV Park</li> <li>○ Map of other RV and Caravan parks (with contact information) within the Council boundary</li> <li>○ Dump point locations</li> <li>○ Pets Policy</li> <li>○ Leave No Trace Policy</li> <li>○ Local Laws apply</li> </ul> </li> </ul>
Unauthorised camping and compliance	<p>Council's Local Laws staff will continue to respond to complaints relating to unauthorised camping as they are received. Response timeframes are determined by Council's Customer Service Charter. If locations of unauthorised camping become problematic Council will consider investigative measures and signage options.</p> <ul style="list-style-type: none"> <li>• New signage will inform travellers of suitable overnight locations.</li> <li>• Include signage on public toilets to inform campers they are not to camp nearby but instead to visit local caravan parks or designated RV stops</li> </ul>
Welcoming RV visitors	<p>Council will welcome RVs by promoting:</p> <ul style="list-style-type: none"> <li>• a network of commercial and free/low cost campsite options via the Visitor Information Centres in Maffra, Yarram and Sale; and</li> <li>• the Victorian Caravan Parks Association's (VicParks) 'Community Welcomes RV Travelers Program'</li> </ul> <p>Seek accreditation for:</p> <ul style="list-style-type: none"> <li>• RV Friendly Destinations</li> <li>• Friendly Towns Status</li> </ul> <p>Work collaboratively with Wellington Regional Tourism and local Business &amp; Tourism Associations to promote the Wellington Shire's RV offering through:</p> <ul style="list-style-type: none"> <li>• websites, online forums and apps</li> <li>• tourism networks including Gippsland Visitor Information Centre networks, Destination Gippsland, Business &amp; Tourism Associations, etc.</li> </ul> <p>Council will upgrade RV park at Willow Park, Rosedale.</p> <p>Work with Maffra Business and Tourism Association to determine how the Maffra RV Park can best cater for periods of peak demand.</p> <ul style="list-style-type: none"> <li>• Council will upgrade the RV park at Willow Park, Rosedale in 2018</li> <li>• Council will work directly with Maffra Business and Tourism Association to determine how the Maffra RV Park can best cater for periods of peak demand</li> <li>• Conduct a review of Long Vehicle Parking in each town and improve supply and access to Long Vehicle Parking where deemed inadequate</li> </ul>

Opportunity	Actions
	<ul style="list-style-type: none"> <li>• Council will continue to review and improve the visitor experience at Council's VIC's including improved access and visibility, provision of information and staff training.</li> <li>• Get Port Albert accredited as an RV friendly town as with five others in Wellington.</li> </ul>
Signage	<ul style="list-style-type: none"> <li>• Undertake an audit of all existing RV signage across the Wellington Shire and prepare a gap analysis and RV signage hierarchy to ensure adequate signage provision</li> <li>• Implement the findings of the RV signage audit</li> <li>• Ensure signage at all authorised RV sites clearly outlines time limits and 'Leave No Trace' responsibilities</li> <li>• Promote nearby commercial caravan parks and their facilities and promote local dump points</li> <li>• Following the audit, Wellington Shire Council will introduce consistent, clear signage across all Council managed RV parks which includes and promotes:             <ul style="list-style-type: none"> <li>◦ Consistent stay times (maximum 72 hours in a 30 day period)</li> <li>◦ Description &amp; images of vehicles permitted to stay in the RV Park</li> <li>◦ Map of other RV and Caravan parks (with contact information) within the Council boundary</li> <li>◦ Petri Policy</li> <li>◦ Leave No Trace Policy</li> <li>◦ 'Local Laws' apply</li> </ul> </li> </ul>
Understanding the RV market	<ul style="list-style-type: none"> <li>• Investigate the RV market further and distribute RV industry findings and data to industry partners including Wellington Regional Tourism and Destination Gippsland Ltd.</li> <li>• Advocate that the proposed Gippsland Destination Management Plan (GDMP) being developed by Destination Gippsland Limited, investigates the value of the RV market to Wellington and Gippsland more broadly.</li> </ul>
Considerations for new RV Parks	<ul style="list-style-type: none"> <li>• Council will apply the assessment criteria on page 13 and 14, in conjunction with all local and State planning and environmental requirements, when determining the need for any additional RV facilities on Council owned/managed land.</li> </ul>



## C4 - REPORT

# GENERAL MANAGER BUILT AND NATURAL ENVIRONMENT



**ITEM C4.1****ROAD DISCONTINUANCE AND ROAD EXCHANGE – ALBERT RIVER ROAD, HIAWATHA**

DIVISION: BUILT AND NATURAL ENVIRONMENT

ACTION OFFICER: MANAGER ASSETS &amp; PROJECTS

DATE: 19 JUNE 2018

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

**OBJECTIVE**

The objective of this report is for Council to consider a road discontinuance and road exchange of sections of unused Government Roads on Albert River Road, Hiawatha adjoining Crown Allotments 80A & 80E in the Parish of Binginwarri.

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

- 1. Pursuant to Section 206 including Clauses 2 & 3 of Schedule 10 and Section 223 of the Local Government Act 1989, Council resolve to advertise its intention to discontinue the sections of unused Government Road west and east of Crown Allotment 80A and west of Crown Allotment 80E, Parish of Binginwarri and to exchange these sections of discontinued road for a portion of Crown Allotment 80E, Parish of Binginwarri;***
- 2. Pursuant to Section 189 and Section 223 of the Local Government Act 1989, Council resolve to advertise its intention to transfer parts of Lot 1 TP390485 and Lot 1 TP380885, Parish of Binginwarri to the adjoining owner at 904 Albert River Road being no longer required as a road;***
- 3. Council place a public notice of the proposed discontinuance of the sections of unused Government Road and the transfer of parts of Lot 1 TP390485 and Lot 1 TP380885, Parish of Binginwarri in local newspapers and serve a notice on statutory authorities;***
- 4. Council appoint three Councillors plus an alternative representative, who will form the 'Albert River Road Discontinuance and Road Exchange Committee' if required to be established by Council under section 223(1)(b)(i) of the Act, to consider written submissions/objections and to hear any persons who in their written submissions under Section 223 of the Act have requested that they are heard in support of their submissions.***
- 5. In the event that there are no objections or submissions, Council authorise the Chief Executive Officer to progress the transfers and road exchange including placing a notice in the Victoria Government Gazette.***

## **BACKGROUND**

Wellington Shire Council in 2004 as part of the VicRoads 'Timber Impacted Roads Program', constructed a new bridge over Little Albert River on Albert River Road at Hiawatha.

The new bridge was built alongside the existing 'A' Frame timber bridge on a new alignment at the request of the National Trust on advice from Heritage Victoria. This 'A' Frame bridge represents the last remaining example of this form of timber bridge construction in Victoria.

The alignment of the road onto the new bridge required land to be acquired from the adjoining property at 904 Albert River Road (CA80E). It was agreed during discussions with the property owner in 2004 that as part of the compensation for the acquired land, that an exchange of land on the road approach to the former bridge would be undertaken.

Officers have recently become aware that while the fencing had been completed and the owner had taken occupation of the former roads, that the road exchange had not been completed. A plan showing the proposal is shown in Attachment 1.

In addition to the road exchange of the former government roads with a portion of the property owner's land (CA 80E), there are two portions of freehold land that had previously been acquired for road widenings within the proposed road exchange area that are to be transferred to the property owner. These portions of freehold land are currently owned by Wellington Shire Council and the Roads Corporation (VicRoads). VicRoads have consented in principal to the transfer of their land.

An aerial photo of the general area and the unused government road and the realigned road are shown in Attachment 2. The unused (by the public) Government Roads are shown in red, the land shown in blue is the freehold land, while the land shown in yellow is the land to be exchanged for the new bridge approach.

Council Officers have also been in discussion with the Department of Environment Land, Water and Planning (DELWP) regarding the proposal to close the sections of government road and to exchange it for a portion of CA 80E. Consent from the Minister of Energy, Environment and Climate Change in relation to the proposed road exchange has been obtained and is shown in Attachment 3.

## **OPTIONS**

Council has the following options available:

1. Progress the transfer, discontinuance and road exchange in accordance with this report; or,
2. Not agree to the discontinuance and exchange of the unused Government Road, and abandon the road exchange.

## **PROPOSAL**

That:

1. Pursuant to Section 206 including Clauses 2 & 3 of Schedule 10 and Section 223 of the Local Government Act 1989, Council resolve to advertise its intention to discontinue the sections of unused Government Road west and east of Crown Allotment 80A and west of Crown Allotment 80E, Parish of Binginwarri and to exchange these sections of discontinued road for a portion of Crown Allotment 80E, Parish of Binginwarri;

2. Pursuant to Section 189 and Section 223 of the Local Government Act 1989, Council resolve to advertise its intention to transfer parts of Lot 1 TP390485 and Lot 1 TP380885, Parish of Binginwarri to the adjoining owner at 904 Albert River Road being no longer required as a road;
3. Council place a public notice of the proposed discontinuance of the sections of unused Government Road and the transfer of parts of Lot 1 TP390485 and Lot 1 TP380885, Parish of Binginwarri in local newspapers and serve a notice on statutory authorities;
4. Council appoint three Councillors plus an alternative representative, who will form the 'Albert River Road Discontinuance and Road Exchange Committee' if required to be established by Council under section 223(1)(b)(i) of the Act, to consider written submissions/objections and to hear any persons who in their written submissions under Section 223 of the Act have requested that they are heard in support of their submissions.
5. In the event that there are no objections or submissions, Council authorise the Chief Executive Officer to progress the transfers and road exchange including placing a notice in the Victoria Government Gazette.

### **CONFLICT OF INTEREST**

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

### **FINANCIAL IMPACT**

By completing the road exchange Council will incur costs for stamp duty, legal and survey costs, however, it will finalise previous commitments made.

The transfer of parts of Lot 1 TP390485 and Lot 1 TP380885 to the property owner is to be for nil consideration inline with previous agreements.

### **LEGISLATIVE IMPACT**

Section 189 of the *Local Government Act 1989* obligates Council to provide public notice of the intention to sell or transfer land, and to give consideration to any submissions received. A further Council report would be required in the event any submissions are received.

The road discontinuance and road exchange is being undertaken pursuant to Section 206 including Clauses 2 & 3 of Schedule 10 of the *Local Government Act 1989*.

### **COUNCIL POLICY IMPACT**

The Sale, Exchange and Acquisition of Land Council Policy outlines the principles in dealing with land transactions and any transactions progressed as part of this proposed exchange and sale will be performed in accordance with Section 4.3.6 Sale, Exchange and Acquisition of Land of that policy.

### **COUNCIL PLAN IMPACT**

The Council Plan 2017 – 2021 Theme 2 Services & Infrastructure states the following Strategic Objectives and Strategies:

Strategic Objectives

*“Continued improvement to Wellington Shire’s connectivity with further developed, accessible transport networks.”*

Strategy 2.4.2

*“Continue to maintain and enhance Council’s road assets infrastructure.”*

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

**COMMUNITY IMPACT**

There will be no negative identifiable community impact as there will be no identifiable change to the road formation as seen on the ground and the road will remain open for public traffic.

**ENGAGEMENT IMPACT**

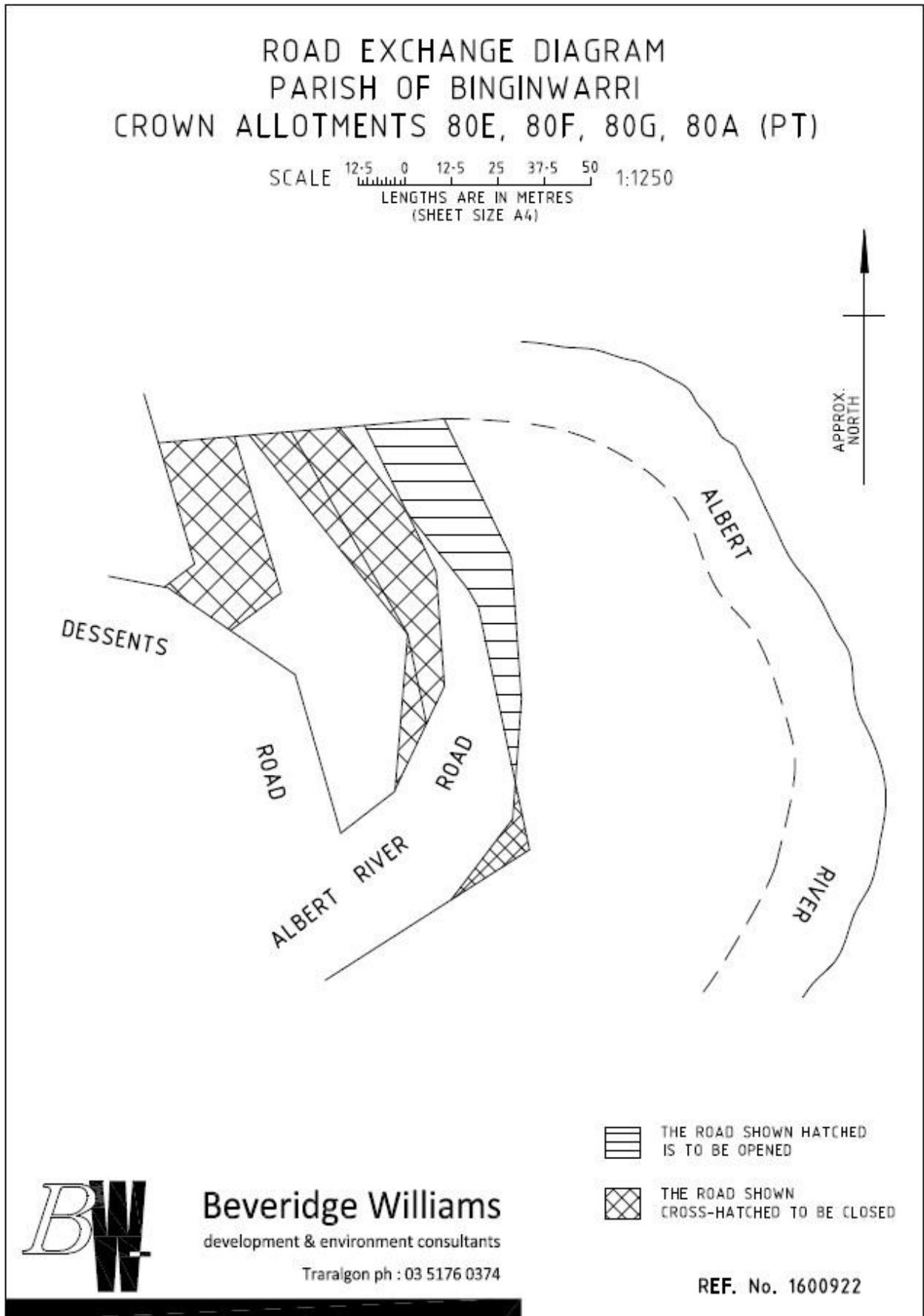
Wellington Shire Council policy requires that notification of the proposal is sent to adjacent property owners and statutory authorities.

The adjacent landowner has been notified of the proposal.

**RISK MANAGEMENT**

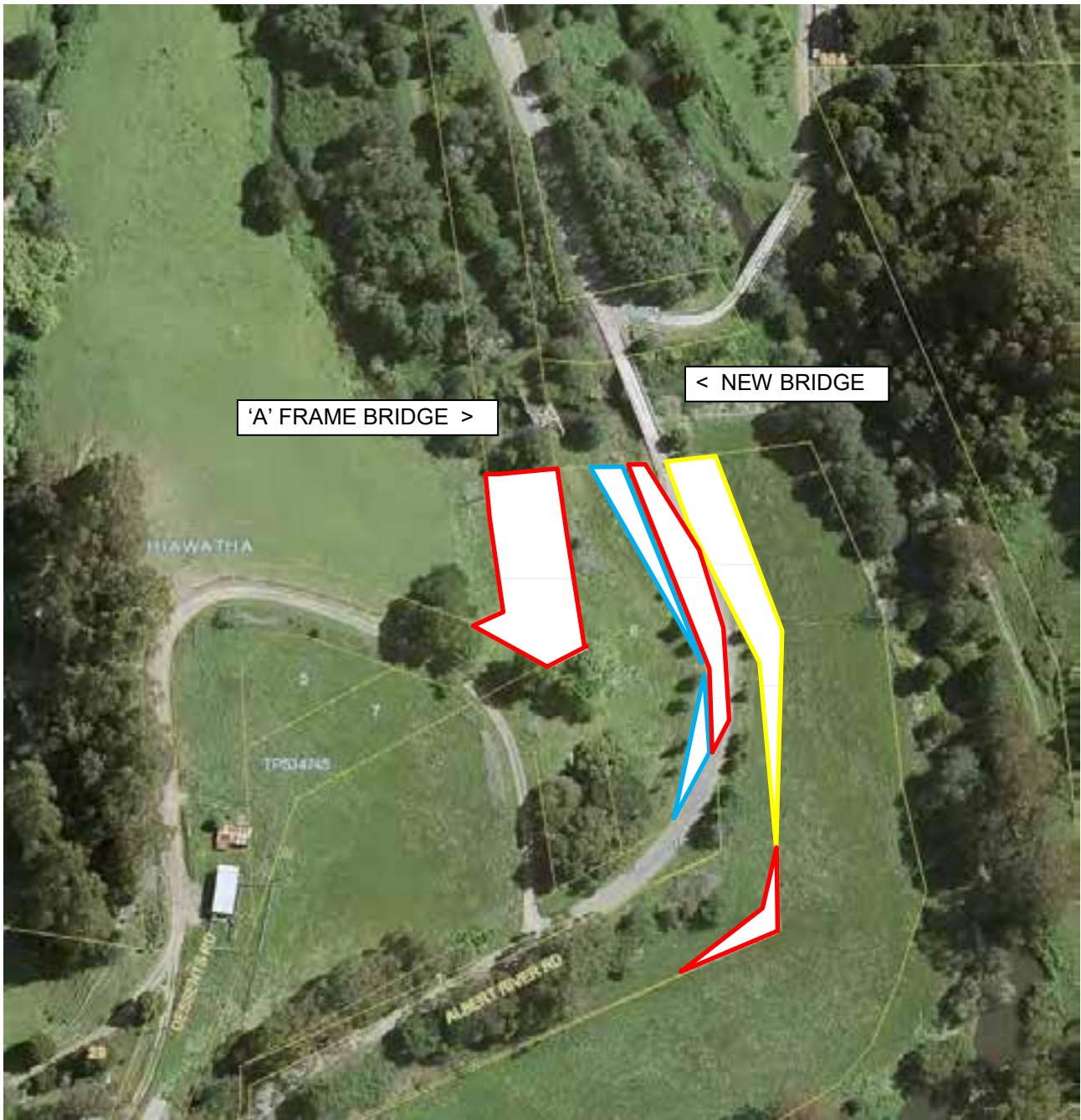
Risk management impacts associated with the recommendation within this report have been addressed and includes a solicitor preparing relevant documents and agreements associated with the road exchange process outlined.

Attachment 1. – Proposed Road Exchange Diagram






**Attachment 2.**

**PROPOSED ROAD DISCONTINUANCE AND ROAD EXCHANGE  
ALBERT RIVER ROAD, HIAWATHA**



Note – There is a transition error with the cadastre overlay on the aerial mapping in this area

-  **ROAD TO BE DISCONTINUED**
-  **ROAD TO BE EXCHANGED**
-  **ROAD/LAND TO BE DISCONTINUED AND TRANSFERED**

### Attachment 3. Ministerial Consent



Department of Environment,  
Land, Water & Planning

## CONSENT FOR ROAD DEVIATION LOCAL GOVERNMENT ACT 1989

Under Clause 2 (2) of Schedule 10 of the *Local Government Act 1989*, I, Pat Lambert, Program Manager Land and Built Environment, as delegate of the Minister for Energy, Environment and Climate Change, hereby consent to the deviation of a road in the Parish of Binginwarri, shown hatched pink on the attached plan labelled 1600922 which is government road to the land shown hatched green on the plan which is not Crown land.

Department correspondence no 15L10.8087

Pat Lambert  
Program Manager Land and Built Environment  
(As delegate for the Minister of Energy, Environment and Climate Change)

Date : 3/1/18

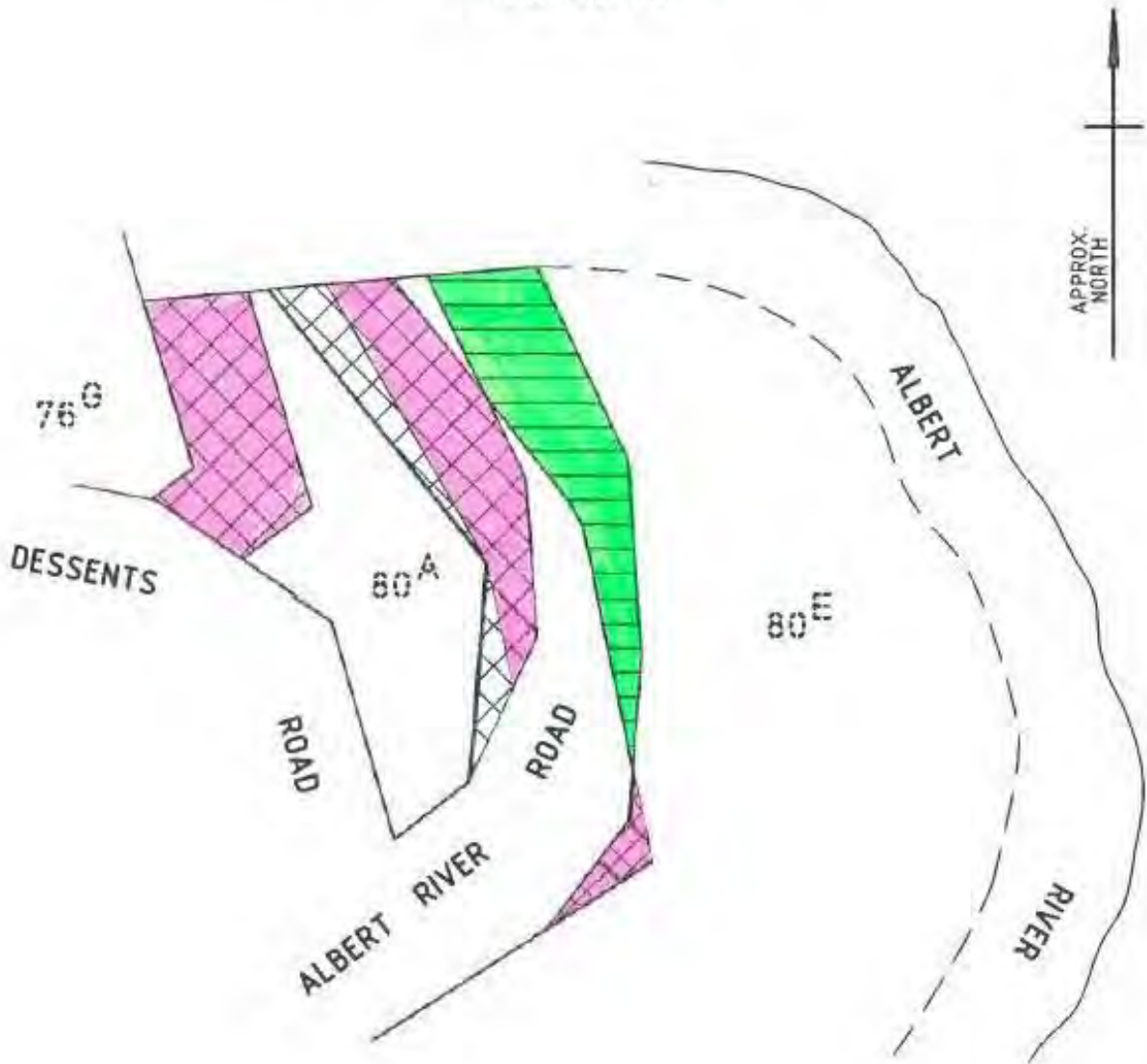
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ROAD EXCHANGE DIAGRAM  
 PARISH OF BINGINWARRI  
 CROWN ALLOTMENTS 80E, 80F, 80G, 80A (PT)

SCALE 12.5 0 12.5 25 37.5 50 1:1250  
 LENGTHS ARE IN METRES  
 (SHEET SIZE A4)



-  THE ROAD SHOWN HATCHED IS TO BE OPENED
-  THE ROAD SHOWN CROSS-HATCHED TO BE CLOSED



**Beveridge Williams**

development & environment consultants

Traralgon ph : 03 5176 0374

REF. No. 1600922





## **C5 - REPORT**

# **GENERAL MANAGER COMMUNITY AND CULTURE**

**ITEM C5.1****WELLINGTON SHIRE COUNCIL AGE-FRIENDLY COMMUNITIES STRATEGY 2018 – 2022**

DIVISION: COMMUNITY AND CULTURE

ACTION OFFICER: MANAGER COMMUNITY WELLBEING

DATE: 19 JUNE 2018

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

**OBJECTIVE**

For Council to release the draft Wellington Shire Council Age-Friendly Communities Strategy 2018 – 2022 (Attachment A) for a 6 week public consultation period.

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

***That Council release the draft Wellington Shire Council Age-Friendly Communities Strategy 2018 – 2022 (Attachment A) for a six week public consultation period.***

**BACKGROUND**

The successful engagement and implementation of the Age-Friendly Wellington Project over the last 18 months has given our Council the perfect opportunity to adopt the first ever Age-Friendly Strategy that focuses on seniors/older people in our community. At the 2016 Census 20.2% of Wellington's population was over 65 with that proportion forecasted to increase to 26.7% by 2031.

The term Age-Friendly refers to a policy framework developed by the World Health Organisation (WHO) to provide guidance and leadership in population ageing to government bodies around the world. The Victorian Government has adopted the WHO Age-Friendly framework as a key part of its policy response to population ageing.

The development and adoption of the Age-Friendly Strategy is a natural progression for Wellington Shire Council after successfully engaging with the Seniors' community and service providers during the Age-Friendly Wellington Project.

The Age-Friendly Strategy outlines Council's role across the eight domains of the World Health Organisation's Age-Friendly Cities and Communities Framework. These are:

1. Outdoor spaces and buildings
2. Transportation
3. Housing
4. Social Participation
5. Respect and social inclusion
6. Civic participation and employment
7. Communication and information
8. Community support and health services

For each domain, the Age-Friendly Strategy identifies Council's role as one of either "Control", "Influence", or "Monitor" in keeping with the framework used in the Council Plan 2017-21. The Strategy also includes some examples of current projects and future recommendations.

## **OPTIONS**

Council has the following options:

1. Release the draft 'Wellington Shire Council Age-Friendly Communities Strategy 2018 – 2022' for a six-week public consultation period; or
2. Seek further information to be considered at a future Council Meeting.

## **PROPOSAL**

That Council release the draft 'Wellington Shire Council Age-Friendly Communities Strategy 2018 – 2022' for a six-week public consultation period.

## **CONFLICT OF INTEREST**

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

## **COMMUNITY IMPACT**

This Strategy will contribute to community understanding of ageing as it outlines the way that Council currently engages with and responds to the needs of seniors/older people over the period 2018 – 2022.

## **ENGAGEMENT IMPACT**

Releasing the draft 'Wellington Shire Council Age-Friendly Communities Strategy 2018 – 2022' for public consultation will provide additional opportunity for community input into the draft strategy.

This document will be circulated online, in libraries and other Council facilities, through email networks and at events for the explicit purpose of gathering community feedback on the contents.

# Age-Friendly Communities Strategy 2018-22



## Executive summary

This Strategy is intended to assist Wellington Shire Council to implement an Age-Friendly approach, as developed and encouraged by the World Health Organisation, Age-friendly Cities and Communities and the Victorian State Government, Age Friendly Victoria.

Wellington Shire Council signed the Age-Friendly Victoria Declaration in 2016 and this document will provide direction to Councillors, Council staff and organisations wishing to partner with Council to make Wellington more Age-Friendly.

This Strategy identifies Council's role and links it to actions recommended by the World Health Organisation across the 8 Age-Friendly domains.

Council's role against the WHO Age-Friendly domains have been identified as the following:

- Outdoor Spaces and Buildings - **Advocate**
- Transport - **Advocate**
- Housing - **Regulator**
- Social Participation - **Provider, Regulator, Advocate, Facilitator, Partner, Funder**
- Respect and Social Inclusion - **Provider and Advocate**
- Civic Participation and Employment - **Advocate**
- Communication and Information - **Provider**
- Community Support and Health Services - **Provider, Regulator, Partner, Funder**

The roles and recommendations outlined, guide the work of Council and partners (including communities), to deliver on the principles in the Age Friendly Victoria Declaration.



*The Heart of Gippsland*

The Guide is developed in two parts:

- Part One – Understanding Local Context
  - Research, record and recognise the quantitative and qualitative data related to population ageing in Wellington Shire.
- Part Two – Applying the Age-Friendly Framework
  - What is Age-Friendly?
  - Why is Wellington Shire Council committing to an Age-Friendly Community?
  - Committing to Age-Friendly – nominating Council's role and guiding future action.



## Part One – Understanding ageing in Wellington

### Ageing in Wellington – the numbers

At the 2016 Census 8,682 of Wellington's total population of 42,986 population were aged 65 and over. This age group represents 20.2% of our community and is the fastest growing segment with an increase of 25% at the 2016 census when compared to the 2011 census.

The top six fastest growing 5-year age brackets in Wellington Shire between 2011 and 2016 were over 65 years.

**Table 1. Growth in persons in over 65 age group 2011-2016 – ranked according to age group.**

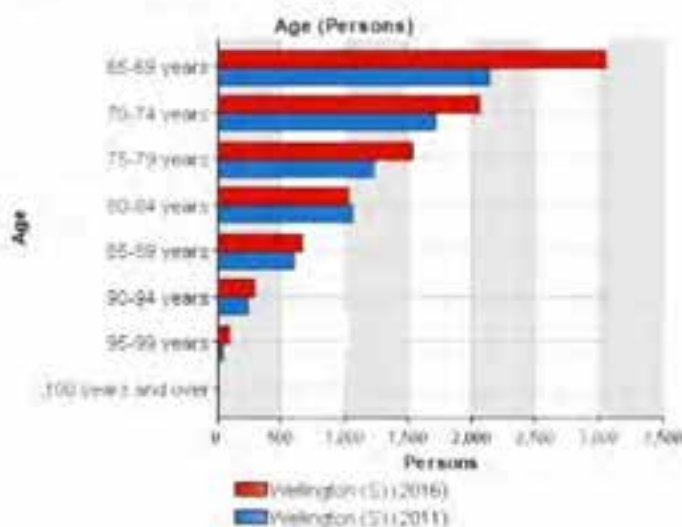
Rank	Age	Wellington 2011 Persons	Wellington 2016 Persons	Growth in Persons	% Increase
1	100 years and over	0	3	3	N/A
2	95-99 years	35	85	50	143%
3	65-69 years	2133	3045	912	43%
4	75-79 years	1223	1531	308	25%
5	90-94 years	231	283	52	23%
6	70-74 years	1708	2053	345	20%

The over 60-year age bracket contributes disproportionately to total population growth in Wellington Shire. Net population growth for people aged 60 and over between 2011 and 2016 was 1926 persons, compared to net growth for all other age groups of 381.

This growth is forecasted to continue to increase to 26.7% of the total Wellington population over 65 by 2031.



## Population by Age



The highest numbers of older people are in major townships however many rural and remote localities have high proportions of seniors.

Retirement lifestyles are a key contributor to this distribution. Wellington has affordable lifestyle localities that are attractive as retirement destinations. These are spread between the Strzelecki ranges, the high country, lakeside communities and the coast and are reflected in the below table.

**Table 2. Rural and Remote locations across Wellington Shire with high proportions of older people.**

Locality	Total Persons	Seniors (%)	Seniors (No. Persons)
Hollands Landing	14	100.00%	14
Staceys Bridge	35	65.71%	23
Hiamdale	31	61.29%	19
Carrajung South	45	57.78%	26
Manns Beach	28	57.14%	16
Gelliondale	34	55.88%	19
Dargo	99	54.55%	54
Madalya	18	50.00%	9
Seacombe	15	46.67%	7
Loch Sport	812	45.57%	370

Data from the Australian Bureau of Statistics, 2016 Census.



*The Heart of Gippsland*

## The Age-Friendly Wellington Project – what local people have told us

The Age-Friendly Wellington Project commenced in September 2016 and was completed in 30 June 2018. The Victorian Government's Age-Friendly Communities initiative funded the project with a \$100,000 grant. Over the two-year period this funding started 20 local projects that were informed by an extensive community consultation. This consultation had four strategies for engaging the community.

### Project Officer visits

Our Age-Friendly Project Officer attended community networks, clubs and events made up predominately of older people.

### Ambassador advocacy

The project recruited five prominent seniors/older people in the community to advocate for the project and spread the word about what was happening through their networks. The ambassadors were all long-term residents of the area and were an invaluable asset. They provided advice, access to networks, and raised the profile of the project across communities in Wellington Shire.

### Age-friendly community lunch series

The community lunch consultations were well attended, with approximately 200 people sharing a meal at five town locations: Sale, Heyfield, Yarram, Stratford, and Loch Sport, during November 2016. Each lunch was followed by a one-hour workshop where participants were guided through a series of questions to gather information about what is currently happening, identifying issues, and a discussion about possible solutions.

### Leveraging Wellington 2030 consultations

Wellington 2030 outlines the community and council's strategic vision for the year 2030. During 2016 many varied consultation sessions were held across the Shire with a broad range of people to review the vision.

Over 200 people aged 60 and over contributed feedback. The feedback from older people on their visions for the future included:

- Access to reliable public and community transport options.
- Valuing and promoting the Shire's heritage and history.
- Intergenerational activities, including building relationships and partnerships with others to plan all ages community events and initiatives.
- Maintaining the small town feel and community support across our smaller towns throughout the shire.





## Key themes

Key themes have been developed from analysing all the feedback from these consultations.

### What is ageing well?

- staying active, friends, family, community, joining groups, being generous and accepting generosity, telling your stories, volunteering, learning new things, laughing.

### What are some of the issues with ageing?

- transport, access to information, advertising groups, losing a partner, health, not mixing with other generations, finding meeting places, personal security, mobility confidence, hearing loss, loss of community, adapting to technology.

## Linking key themes to projects

### Transport

Transport was by far the most talked about issue. In response to widespread concern, the following projects were undertaken:

- subsidised refresher driving lessons.
- support for community ride share projects, including materials, advice, promotion and sharing of best practice through the steering group.

### Access to information, advertising, and promotion

The consultation feedback made it clear that there are a lot of activities and opportunities in Wellington Shire for the 60+ age group. However, there was a widely-held view that accessing information about what is already happening is difficult.

Many groups felt that they needed to attract more members to improve their sustainability, and that they had not been successful in their attempts to do this due to cost and inadequate skills.

Groups were also struggling to find low cost and reliable places to hold meetings.

To address this theme, the following projects were undertaken:

- Group and activity directory (support 2<sup>nd</sup> edition of Wellington low-cost no-cost booklet), including encouraging health services to use the booklet to refer people to activities.
- Advertising existing groups using digital marketing and training provided to groups.



### **Stories of personal and local history**

People consistently expressed that they felt they and their peers had knowledge of their area, including fascinating family histories going back over 100 years, as well as the potential to explore indigenous history in the area.

During consultations people told stories of growing up without electricity and running water, and expressed their wonderment at how much society and technology had changed during their lifetime.

To address this theme, the following project was developed:

- Inter-generational history project combining the Wellington Shire Heritage Network, local schools, and local aged care facilities where school students collect stories of older people which can be shared through the Heritage Network.

### **Learning about technology**

The ability to use technology was of high importance to people. There were many stories of people having tried to learn before and failing because they felt unsupported. There was a strong sense that understanding how to use technology was key to accessing services.

To address this theme, the following projects were undertaken:

- A shire-wide project in partnership with the library to provide one-on-one customised tuition for people with their own device.
- Digital marketing training for groups including the safe use of Facebook and Google My Business.

### **Reducing barriers to volunteering**

Older people who were consulted identified volunteering as a preferred activity. This is strongly supported by the work of the Commissioner for Seniors Victoria through the report 'Ageing is Everyone's Business'. Many people who were considering retirement said that it was one of the main things that they were looking forward to doing after they finished work.

To address this theme, the following project was undertaken:

- A fund to support people access training that they need to reduce the barriers to volunteering and promote meaningful social connection for an even greater number of older people in Wellington.



## Part Two – Applying the age-friendly framework

### What is age-friendly?

Age-Friendly is the World Health Organisation's policy response to global population ageing. The Age-Friendly framework provides guidance to local government bodies on eight (8) domains of cities and communities that have an impact on older people.

At its most basic level the Age-Friendly framework suggests a checklist of principles and actions across the following eight (8) domains:

- Transportation
- Housing
- Social Participation
- Respect and Social Inclusion
- Civic Participation and Employment
- Communication and Information
- Community Support and Health Services
- Outdoor Spaces and Buildings

In Victoria Age-Friendly is a key component of the State Government response to population ageing. Wellington Shire Council has signed the Age-Friendly Victoria declaration but has not had an Age-Friendly Strategy in place.

### Why is Wellington Shire committing to become an Age-Friendly Community?

1. Older people are the fastest growing segment of our community.
2. There are significant economic benefits to making Wellington an excellent place to live and visit for older people.
3. The strategy identifies Council's role, records Wellington's context and provides a framework for improvement in the future.
4. The timing is ideal to leverage the 2016-2018 Age-Friendly Wellington Project.
5. This strategy will make it easier to become an accredited Age-Friendly community through the World Health Organisation.
6. This strategy will help to attract further funding to improve the experience of older people in our community.



## The approach of the Age-Friendly Strategy

The Strategy identifies Council's role against the Age-Friendly framework, and makes the link to the WHO's recommended actions in the future, subject to finance and community participation.

Council's role has been inferred from the Council Plan 2017-21 and other Council plans and strategies. References to these plans are made explicitly under each domain below.

**1. Identify Council's role in each domain as one or more of the following – in line with the Council Plan 2017-21:**

Provider	Council directly provides a service
Funder	Council funds other parties to provide a service
Partner	Council has influence through partnerships.
Facilitator	Council has influence through networks
Advocate	Council advocates for better outcomes
Regulator	Council regulates activity within the domain

**2. Guidance: Recommended actions based on the WHO Age – Friendly Communities Guide**

These recommendations are based on the Age-Friendly Communities Guide from the WHO, with consideration made to local context, and will provide a quick reference for Council staff to understand Age-Friendly.

## Who does this Age-Friendly Strategy apply to?

All of us! Council Officers, decision makers and those we partner with need to consider this guide while continuing to build an Age-Friendly Community.



## Committing to Age-Friendly – nominating Council's role and guiding future activities

### Outdoor Spaces and Buildings

**Goal:** Seniors live in an environment that includes open spaces, buildings, shaded areas and walkways that are safe and easy to navigate.

Council has a role as a **Provider** and is an **Advocate** for outdoor spaces and buildings:

- Council has committed to **Providing** 'open spaces and infrastructure' under strategy 1.1.3, and 'ensure(ing) that Council services, facilities and events promote inclusivity, social connectedness and accessibility' under strategy 1.2.1 of the Council Plan 2017-21.
- Outdoor spaces and buildings should be accessible to older people, as to disabled people, families, and any other residents with different access requirements in line with Council's responsibilities under the Wellington Access and Inclusion Plan 2017 – 2022.
- Council has a role as a community leader and **Advocate** for accessibility issues within our community.

### Outdoor Spaces and Buildings – Guidance

#### Environment

- The city is clean, with enforced regulations limiting noise levels and unpleasant or harmful odours in public places.

#### Green spaces and walkways

- There are well-maintained and safe green spaces, with adequate shelter, toilet facilities and seating that can be easily accessed.
- Pedestrian-friendly walkways are free from obstructions, have a smooth surface, have public toilets, and can be easily accessed.

#### Outdoor seating

- Outdoor seating is available, particularly in parks, transport stops and public spaces, and spaced at regular intervals; the seating is well-maintained and patrolled to ensure safe access by all.

#### Pavements

- Pavements are well-maintained, smooth, level, non-slip and wide enough to accommodate wheelchairs with low curbs that taper off to the road.
- Pavements are clear of any obstructions (e.g. street vendors, parked cars, trees, dog droppings) and pedestrians have priority of use.



**Roads**

- Roads have adequate non-slip, regularly spaced pedestrian crossings ensuring that it is safe for pedestrians to cross the road.
- Roads have well-designed and appropriately placed physical structures, such as traffic islands, overpasses, or underpasses, to assist pedestrians to cross busy roads.
- Pedestrian crossing lights allow sufficient time for older people to cross the road and have visual and audio signals.

**Traffic**

- There is strict enforcement of traffic rules and regulations, with drivers giving way to pedestrians.

**Cycle paths**

- There are separate cycle paths for cyclists.

**Safety**

- Public safety in all open spaces and buildings is a priority and is promoted by, for example, measures to reduce the risk from natural disasters, good street lighting, police patrols, enforcement of local laws, and support for community and personal safety initiatives.

**Services**

- Services are clustered, located near where older people live and can be easily accessed (e.g. are located on the ground floor of buildings).
- There are special customer service arrangements for older people, such as separate queues or service counters for older people.

**Buildings**

Buildings are accessible and have the following features:

- elevators
- ramps
- adequate signage
- railings on stairs
- stairs that are not too high or steep
- non-slip flooring
- rest areas with comfortable chairs
- sufficient numbers of public toilets.

**Public toilets**

- Public toilets are clean, well-maintained, easily accessible for people with varying abilities, well-signed and placed in convenient locations.



## Transport

**Goal: Seniors can get out and about, using a range of affordable, user-friendly transport services.**

Council has a role as an **Advocate** for transportation services within Wellington Shire:

- As an **Advocate**, Council has committed to 'lobby and advocate for improved public transport connectivity' under strategy 2.4.1 of the Council Plan 2017-21

### Transport – Guidance

#### Affordability

- Public transportation is affordable to older people.
- Consistent and well-displayed transportation rates are charged.

#### Reliability and frequency

- Public transport is reliable and frequent (including services at night and at weekends).

#### Travel destinations

- Public transport is available for older people to reach key destinations such as hospitals, health centres, public parks, shopping centres, banks, and seniors' centres.
- All areas are well-served with adequate, well-connected transport routes within the city (including the outer areas) and between neighbouring cities.
- Transport routes are well-connected between the various transport options.

#### Age-friendly vehicles

- Vehicles are accessible, with floors that lower, low steps, and wide and high seats.
- Vehicles are clean and well-maintained.
- Vehicles have clear signage indicating the vehicle number and destination.

#### Specialised services

- Sufficient specialised transport services are available for people with disabilities.

#### Priority seating

- Priority seating for older people is provided and is respected by other passengers.

#### Transport drivers

- Drivers are courteous, obey traffic rules, stop at designated transport stops, wait for passengers to be seated before driving off, and park alongside the curb so that it is easier for older people to step off the vehicle.

#### Safety and comfort

- Public transport is safe from crime and is not overcrowded.

#### Transport stops and stations

- Designated transport stops are near where older people live, are provided with seating and with shelter from the weather, are clean and safe, and are adequately lit.



- Stations are accessible, with ramps, escalators, elevators, appropriate platforms, public toilets, and legible and well-placed signage.
- Transport stops, and stations are easy to access and are located conveniently.
- Station staff are courteous and helpful.

#### Information

- Information is provided to older people on how to use public transport and about the range of transport options available.
- Timetables are legible and easy to access.
- Timetables clearly indicate the routes of buses accessible to disabled people.

#### Community transport

- Community transport services, including volunteer drivers and shuttle services, are available to take older people to specific events and places.

#### Taxis

- Taxis are affordable, with discounts or subsidized taxi fares provided for older people with low incomes.
- Taxis are comfortable and accessible, with room for wheelchairs and/or walking frames.
- Taxi drivers are courteous and helpful.

#### Roads

- Roads are well-maintained, wide, and well-lit, have appropriately designed and placed traffic calming devices, have traffic signals and lights at intersections, have intersections that are clearly marked, have covered drains, and have consistent, clearly visible, and well-placed signage.
- The traffic flow is well-regulated.
- Roads are free of obstructions that might block a driver's vision.
- The rules of the road are strictly enforced, and drivers are educated to follow the rules.

#### Driving competence

- Refresher driving courses are provided and promoted.

#### Parking

- Affordable parking is available.
- Priority parking bays are provided for older people close to buildings and transport stops.
- Priority parking bays for disabled people are provided close to buildings and transport stops, the use of which are monitored.
- Drop-off and pick-up bays close to buildings and transport stops are provided for handicapped and older people.





## Housing

**Goal: Seniors' housing options are affordable, accessible, and close to transport and community services.**

Council has a role as a **Regulator** of housing within Wellington Shire:

- Council is a **Regulator** of housing through its strategic planning functions as outlined in Council Plan 2017-21 strategy 2.3.2 to 'ensure sufficient land supply to provide for a range of lifestyle options which support housing diversity including affordable housing'.

### Housing – Guidance

#### Affordability

- Affordable housing is available for all older people.

#### Essential services

- Essential services are provided that are affordable to all.

#### Design

- Housing is made of appropriate materials and well-structured.
- There is sufficient space to enable older people to move around freely.
- Housing is appropriately equipped to meet environmental conditions (e.g. appropriate air-conditioning or heating).
- Housing is adapted for older people, with even surfaces, passages wide enough for wheelchairs, and appropriately designed bathrooms, toilets, and kitchens.

#### Modifications

- Housing is modified for older people as needed.
- Housing modifications are affordable.
- Equipment for housing modifications is readily available.
- Financial assistance is provided for home modifications.
- There is a good understanding of how housing can be modified to meet the needs of older people.

#### Maintenance

- Maintenance services are affordable for older people.
- There are appropriately qualified and reliable service providers to undertake maintenance work.
- Public housing rented accommodation and common areas are well-maintained.

#### Ageing in place

- Housing is located close to services and facilities.
- Affordable services are provided to enable older people to remain at home, to "age in place".
- Older people are well-informed of the services available to help them age in place.

#### Community integration

- Housing design facilitates continued integration of older people into the community.



**Housing options**

- A range of appropriate and affordable housing options is available for older people, including frail and disabled older people, in the local area.
- Older people are well-informed of the available housing options.
- Sufficient and affordable housing dedicated to older people is provided in the local area.
- There is a range of appropriate services and appropriate amenities and activities in older people's housing facilities.
- Older people's housing is integrated in the surrounding community.

**Living environment**

- Housing is not overcrowded.
- Older people are comfortable in their housing environment.
- Housing is not located in areas prone to natural disasters.
- Older people feel safe in the environment they live in.
- Financial assistance is provided for housing security measures.



## Social participation

**Goal: Seniors are supported to be active in their community, doing the things they enjoy.**

Council has a role as a **Provider, Regulator, Advocate, Facilitator, Partner, and Funder** of opportunities for social participation in Wellington Shire.

- Under strategy 2.1.2 of the Council Plan 2017-21 Council **Facilitates, Provides, Funds, Regulates** and **Advocates** for 'access to a diverse range of recreational opportunities for all sectors of the community'
- Council **Funds** social participation opportunities through the Community Assistance Grants, Quick Response Grants, and Maintenance Grants for Community Facilities.
- Council **Facilitates** social participation opportunities through support to committees of management as outlined in the Community Facilities Framework 2016.
- Council is a **Partner** in the Healthy Wellington 2017 -21 Municipal Public Health and Wellbeing Plan which commits us to addressing the priority area of 'improving social connection and inclusion'.

### Social participation – Guidance

#### Accessibility of events and activities

- The location is convenient to older people in their neighbourhoods, with affordable, flexible transportation.
- Older people have the option of participating with a friend or caregiver.
- Times of events are convenient for older people during the day.
- Admission to an event is open (e.g. no membership required) and admission, such as ticket purchasing, is a quick, one-stop process that does not require older people to queue for a long time.

#### Affordability

- Events and activities and local attractions are affordable for older participants, with no hidden or additional costs (such as transportation costs).
- Voluntary organisations are supported by the public and private sectors to keep the costs of activities for older people affordable.

#### Range of events and activities

- A wide variety of activities is available to appeal to a diverse population of older people, each of whom has many potential interests.
- Community activities encourage the participation of people of different ages and cultural backgrounds.



**Facilities and settings**

- Gatherings, including older people, occur in a variety of community locations, such as recreation centres, schools, libraries, community centres in residential neighbourhoods, parks and gardens.
- Facilities are accessible and equipped to enable participation by people with disabilities or by those who require care.

**Promotion and awareness of activities**

- Activities and events are well-communicated to older people, including information about the activity, its accessibility and transportation options.

**Addressing isolation**

- Personal invitations are sent to promote activities and encourage participation.
- Events are easy to attend, and no special skills (including literacy) are required.
- A club member who no longer attends activities is kept on the club's mailing and telephone lists unless the member asks to be taken off.
- Organisations make efforts to engage isolated seniors through, for example, personal visits or telephone calls.

**Fostering community integration**

- Community facilities promote shared and multipurpose use by people of different ages and interests and foster interaction among user groups.
- Local gathering places and activities promote familiarity and exchange among neighbourhood residents.



## Respect and social inclusion

**Goal: Seniors from all backgrounds are valued and appreciated, and no one is excluded based on race, geography, culture, language, gender, sexuality, ability or socio-economic status.**

Council has a role as a **Provider** and **Advocate** for the respect and social inclusion for older people in Wellington Shire:

- Council is a **Provider** of social inclusion in line with Council Plan 2017-21 strategy 1.2.1, that 'Ensure(s) Council services, facilities and events promote inclusivity, social connectedness and accessibility'
- Council is a committed **Advocate** for respect in the whole community through Council Plan 2017-2021 strategic objective 1.2 to 'Celebrate, recognise and acknowledge our diverse community and improve social connections among youth, aboriginal and aged communities'

### Respect and social inclusion – Guidance

#### Respectful and inclusive services

- Older people are consulted by public, voluntary and commercial services on ways to serve them better.
- Public and commercial services provide services and products adapted to older people's needs and preferences.
- Services have helpful and courteous staff trained to respond to older people.

#### Public images of ageing

- The media include older people in public imagery, depicting them positively and without stereotypes.
- Intergenerational and family interactions
- Community-wide settings, activities and events attract people of all ages by accommodating age-specific needs and preferences.
- Older people are specifically included in community activities for "families".
- Activities that bring generations together for mutual enjoyment and enrichment are regularly held.

#### Public education

- Learning about ageing and older people is included in primary and secondary school curricula.
- Older people are actively and regularly involved in local school activities with children and teachers.
- Older people are provided opportunities to share their knowledge, history, and expertise with other generations.

#### Community inclusion

- Older people are included as full partners in community decision-making affecting them.
- Older people are recognized by the community for their past as well as their present contributions.



- Community action to strengthen neighbourhood ties and support include older residents as key informants, advisers, actors and beneficiaries.

#### **Economic inclusion**

- Economically disadvantaged older people enjoy access to public, voluntary, and private services and events.

## **Civic participation and employment**

**Goal: Seniors participate in employment, training, lifelong learning and volunteering opportunities and inform government policies.**

Council has a role as an **Advocate** for the civic participation and employment of older people in Wellington Shire:

- Council has committed to a role as an **Advocate** to 'encourage local volunteering' under Council Plan 2017-21 strategy 1.4.3.

### **Civic participation and employment – Guidance**

#### **Volunteering options**

- There is a range of options for older volunteers to participate.
- Voluntary Organisations are well-developed, with infrastructure, training programs and a workforce of volunteers.
- The skills and interests of volunteers are matched to positions (e.g. register or database).
- Volunteers are supported in their voluntary work, for example by being provided with transportation or having the cost of parking reimbursed.

#### **Employment options**

- There is a range of opportunities for older people to work.
- Policy and legislation prevent discrimination based on age.
- Retirement is a choice, not mandatory.
- There are flexible opportunities, with options for part-time or seasonal employment for older people.
- There are employment programs and agencies for older workers.
- Employee Organisations (e.g. trade unions) support flexible options, such as part-time and voluntary work, to enable more participation by older workers.
- Employers are encouraged to employ and retain older workers.

#### **Training**

- Training in post-retirement opportunities is provided for older workers.
  - Retraining opportunities, such as training in new technologies, is available to older workers.
  - Voluntary Organisations provide training for their positions.
- #### **Accessibility**
- Opportunities for voluntary or paid work are known and promoted.
  - Transportation to work is available.
  - Workplaces are adapted to meet the needs of disabled people.
  - There is no cost to the worker of participating in paid or voluntary work.



- There is support for Organisations (e.g. funding or reduced insurance costs) to recruit, train and retain older volunteers.

**Civic participation**

- Advisory councils, boards of organisations, etc. include older people.
  - Support exists to enable older people to participate in meetings and civic events, such as reserved seating, support for people with disabilities, aids for the hard of hearing, and transportation.
  - Policies, programs and plans for older people include contributions from older people.
  - Older people are encouraged to participate.
  - Valued contributions
  - Older people are respected and acknowledged for their contributions.
  - Employers and Organisations are sensitive to the needs of older workers.
  - The benefits of employing older workers are promoted among employers.
- Entrepreneurship**
- There is support for older entrepreneurs and opportunities for self-employment (e.g. markets to sell farm produce and crafts, small business training, and micro financing for older workers).
  - Information designed to support small and home-based business is in a format/s suitable for older workers.

**Pay**

- Older workers are fairly remunerated for their work.
- Volunteers are reimbursed for expenses they incur while working.
- Older workers' earnings are not deducted from pensions and other forms of income support to which they are entitled.



## Communication and information

**Goal: Seniors access information they need in a variety of formats to stay informed and connected with their communities, families and friends.**

Council has a role as a **Provider** of access to information for older residents in Wellington Shire:

- Council has committed to 'Provide user friendly systems, accessible information and efficient processes' under strategy 6.1.1 of the Council Plan 2017-21.

### Communication and information – Guidance

#### Information offer

- A basic, universal communications system of written and broadcast media and telephone reaches every resident.
- Regular and reliable distribution of information is assured by government or voluntary Organisations.
- Information is disseminated to reach older people close to their homes and where they conduct their usual activities of daily life.
- Information dissemination is coordinated in an accessible community service that is well-publicized – a "one-stop" information centre.
- Regular information and program broadcasts of interest to older people are offered in both regular and targeted media.

#### Oral communication

- Oral communication accessible to older people is preferred, for instance through public meetings, community centres, clubs, and the broadcast media, and through individuals responsible for spreading the word one-to-one.
- People at risk of social isolation get information from trusted individuals with whom they may interact, such as volunteer callers and visitors, home support workers, hairdressers, door attendants or caretakers.
- Individuals in public offices and businesses provide friendly, person-to-person service on request.

#### Printed information

- Printed information – including official forms, television captions and text on visual displays – has large lettering and the main ideas are shown by clear headings and bold-face type.

#### Plain language

- Print and spoken communication uses simple, familiar words in short, straightforward sentences.

#### Automated communication and equipment

- Telephone answering services give instructions slowly and clearly and tell callers how to repeat the message at any time.
- Users have the choice of speaking to a real person or of leaving a message for someone to call back.
- Electronic equipment, such as mobile telephones, radios, televisions, and bank and ticket machines, has large buttons and big lettering.





- The display panel of bank, postal and other service machines is well illuminated and can be reached by people of different heights.

#### **Computers and the Internet**

- There is wide public access to computers and the Internet, at no or minimal charge, in public places such as government offices, community centres and libraries.
- Tailored instructions and individual assistance for users are readily available.

## **Community support and health services**

**Goal: Seniors are helped to stay healthy, active, and independent through community support and health services, including services responding to elder abuse, fraud, or exploitation.**

Council has a role as a **Provider, Regulator, Partner and Funder** for community support and health services:

- Council is a **Provider, Regulator, and Funder** for 'deliver(ing) services and programs that encourage and foster community wellness and the prevention of disease' under strategy 1.1.1 of the Council Plan 2017-21.
- Council is a **Partner** in planning and providing health services as outlined in the Healthy Wellington 2017 -21 Municipal Public Health and Wellbeing Plan.

### **Community support and health services – Guidance**

#### **Service accessibility**

- Health and social services are well-distributed throughout the city, are conveniently co-located, and can be reached readily by all means of transportation.
- Residential care facilities, such as retirement homes and nursing homes, are located close to services and residential areas so that residents remain integrated in the larger community.
- Service facilities are safely constructed and are fully accessible for people with disabilities.
- Clear and accessible information is provided about the health and social services for older people.
- Delivery of individual services is coordinated and with a minimum of bureaucracy.
- Administrative and service personnel treat older people with respect and sensitivity.
- Economic barriers impeding access to health and community support services are minimal.
- There is adequate access to designated burial sites.



**Offer of services**

- An adequate range of health and community support services are offered for promoting, maintaining, and restoring health.
- Home care services are offered that include health services, personal care, and housekeeping.
- Health and social services offered address the needs and concerns of older people.
- Service professionals have appropriate skills and training to communicate with and effectively serve older people.

**Voluntary support**

- Volunteers of all ages are encouraged and supported to assist older people in a wide range of health and community settings.

**Emergency planning and care**

- Emergency planning includes older people, taking into account their needs and capacities in preparing for and responding to emergencies.

## Measuring and reporting on success

**Reporting**

Council will ensure that annual reporting is completed, detailing how the Age Friendly Communities Strategy 2018-2022 is being applied to the work of Council across the eight (8) domains. Council Business Plans will provide evidence of reporting against the:

- Wellington Shire Council Plan 2017-21
- Wellington Access and Inclusion Plan 2017-2022
- Healthy Wellington 2017-2021
- Roles mentioned throughout the Age Friendly Communities Strategy and the use of guidance provided under each of the eight WHO Age-Friendly domains.

**Funding**

The success of this strategy can be measured by whether Wellington Shire Council has attracted more external funding to work towards a more Age-Friendly community over the period 2018-2022.

**Stakeholder Engagement**

To ensure Council keeps the needs of our ageing community as the basis for all planning and decision making, ongoing discussion will occur with the key agencies and networks involved in the Age Friendly Wellington Project delivered during 2016-2018, as well as the wider community.



## Key reference documents

- World Health Organisation, 2007. Global Age-Friendly Cities: A Guide  
[http://www.who.int/ageing/publications/Global\\_age\\_friendly\\_cities\\_Guide\\_English.pdf](http://www.who.int/ageing/publications/Global_age_friendly_cities_Guide_English.pdf)
- Commissioner for Senior Victorians, 2016. Ageing is Everyone's Business Report – a report on isolation and loneliness among senior Victorians  
<https://www.seniorsonline.vic.gov.au/services-information/commissioner-for-senior-victorians/government-response-to-ageing-is-everyones-business>
- Victorian Department of Health and Human Services, 2016. Age-Friendly Victoria Declaration  
<http://www.mav.asn.au/policy-services/social-community/ageing-disability/ageing/Pages/age-friendly-cities-communities.aspx>
- Wellington Shire Council, 2017. Wellington 2030 Community Vision – Version 2.0 2017  
<http://www.wellington.vic.gov.au/Lists/News-and-Public-Notices/Wellington-2030-Community-Vision-Unlocking-Opportunities-in-our-Region>
- Wellington Shire Council, 2017. Wellington Shire Council Plan 2017-21.  
<http://www.wellington.vic.gov.au/Your-Council/Publications/Council-Plan>
- Wellington Shire Council, 2017. Wellington Access and Inclusion Plan 2017-2022.  
<http://www.wellington.vic.gov.au/Your-Council/Publications/Council-Strategies-and-Plans>
- Wellington Shire Council, 2017. Healthy Wellington 2017-21.  
<http://www.wellington.vic.gov.au/Your-Council/Publications/Council-Strategies-and-Plans>



**ITEM C5.2****BRIAGOLONG RECREATION RESERVE COMMITTEE OF MANAGEMENT MINUTES**

DIVISION: COMMUNITY AND CULTURE  
 ACTION OFFICER: MANAGER COMMUNITY WELLBEING  
 DATE: 19 JUNE 2018

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

**OBJECTIVE**

For Council to receive the minutes from the Briagolong Recreation Reserve Committee of Management's General Meetings held on 12 March 2018 and 14 May 2018.

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

***That Council receive the minutes from the Briagolong Recreation Reserve Committee of Management's General Meetings held on 12 March 2018 and 14 May 2018.***

**BACKGROUND**

The Briagolong Recreation 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 the Special Committee are:

1. To manage, operate and maintain the Briagolong Recreation Reserve for the community in an efficient, effective and practical manner.
2. To undertake activities designed to protect, promote, utilise and develop the Briagolong Recreation Reserve for the use and enjoyment of the local community in line with Council policy and relevant Council strategic documents.
3. To keep the Council informed on the operations, improvements and advancements of the Briagolong Recreation Reserve by forwarding copies of all minutes of all ordinary and extraordinary meetings and the Annual Report.
4. To set, maintain and collect appropriate user charges.
5. To ensure that the Briagolong Recreation Reserve's capital assets are adequately maintained.
6. To provide advice to Council on matters relating to the Briagolong Recreation Reserve.

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.

## **OPTIONS**

Council has the following options:

1. Receive the minutes from the Briagolong Recreation Reserve Committee of Management's General Meetings held on 12 March 2018 and 14 May 2018; or
2. Seek further information to be considered at a future Council Meeting.

## **PROPOSAL**

That Council receive the minutes from the Briagolong Recreation Reserve Committee of Management's General Meetings held on 12 March 2018 and 14 May 2018.

## **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 2017-21 Theme 2 Services and Infrastructure states the following strategic objective and related strategy:

Strategic Objective 2.2

*Council assets are responsibly, socially, economically and sustainably managed.*

Strategy 2.2.2

*Ensure that community facilities within the municipality continue to meet the expectations and service needs of all current and future residents.*

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

## **ENGAGEMENT IMPACT**

Meetings held by the Briagolong Recreation Reserve Committee of Management are open to the public.

# BRIAGOLONG RECREATION RESERVE Special Committee of Council

## MINUTES

[12/3/2018]

### Briagolong Recreation Reserve

Meeting Opened Time: 7.38pm

#### 1. Present / Apologies

Name	Title	Representing	Present / Apology
Carmel Ripper	Councillor	WSC	Present
Denis Murphy	Chairperson	Cricket Club	Present
Maree May	Secretary	Cricket Club	Apology
Vanessa Randle	Treasurer	Tennis Club	Present
Darren Randle		Community Representative	Present
Megan Lee		Community Representative	Apology
Tracey Binger		Tennis Club	Present
Tracey Ryan		Pony Club	Apology, arrived 8:40pm
Josh Harry		Community Representative	Apology
Kylie Wright		Community Representative	Apology
Michael Pleydell		Community Representative	Apology
Jenny Elliott		Pony Club	Apology
Sharn Arnlizark		Football Club	Present

Melissa Conway

Present

**Quorum Achieved? Yes**

#### 2. Declaration of Conflicts of Interest.

**No conflicts of interest.**

#### 3. Confirmation of Minutes of Previous Meeting (note any corrections)

**Moved:** Denis Murphy    **Seconded:** Tracey Binger    **CARRIED**

**Chairperson to sign and date previous minutes to be filed by Secretary**

#### 4. Business Arising from Previous Minutes

Irrigator more photos sent last Tuesday

Point post fixed, to be installed  
Awaiting Quote from Bristow Fencing  
Waiting on vegetation removal quote  
Utility costs at next meeting for fee review

## 5. Correspondence In

Letter read out from Cricket Club apologising for state of facilities on 10 Feb.

## 6. Correspondence Out – date previous minutes sent to Council

GST claim \$15.54 WSC

## 7. Reports

Nil

### 7.1 Chairperson's Report

Nil

### 7.2 Treasurer's Report

Please find attached

Moved: Vanessa Randle      Seconded: Denis Murphy      CARRIED

### 7.3 User Group Reports

8. **Pony Club** Rally on 4 March. Had some new come and try kids. Next rally on 7 April, request for use of the top oval for combined rally on 8 April. Committee representatives discussed and held a vote for the Pony Club to use the top oval on 8 April: 1 for, 7 against, NOT CARRIED.
9. **Tennis** LVA expression of Interest gone through, now looking forward to doing full funding application in school holidays, may need to increase run-off's, checking with Tennis Vic. Of the 5 teams two in finals. Tuesday night tennis finishes in 3 weeks, to align with day light savings. About 20 people play night tennis
10. **Football Club** Started training, coaches appointed, first game 22 April, 3 teams. Sale District Junior Football Association has folded, AFL Gippsland has taken over coordination of Junior Football.
11. **Cricket Club** Home and away season complete, U14 made semi finals, 3<sup>rd</sup>'s play Sale this weekend in the Grand Final. Presentation night, Sunday at Hotel. Had a bit of a pack up, nets still up until after the grand final.
12. **Community Report** Market was cancelled. New café owners- we now have Sunday papers again.

## Facility report

Tennis club to repair light cover door, still to be done  
Watering stopped, will see if it needed before football.

## 13. Volunteers- No update.

**OHS / Risk / Facility Fault Report** First aid cabinet needs to be filled, need to get ice packs too, Denis to re-stock.

**14. New Rules of the Committee to be endorsed by Council- No update**

**15. General Business**

Draft letter to Rob Morgan, President Briagolong Pony Club requesting the 2016/17 financial year payment of \$5k to ensure the Rec Reserve Committees contribution to the facility upgrade, tabled and discussed. Need to include a due date before sending. Moved Denis Murphy, Seconded Sharnelle Wain CARRIED

Draft User Group Hire Form and Conditions of Hire tabled and discussed. First agreement to expire in 15 months to align with financial year. To be sent out and returned by end of April 2018.

Copy of the proposed upgrade tabled for discussion.

Boisdale Football Club apologetic for not gaining committee permission before conducting football training.

Discussion regarding making the Reserve available for Womens or Senior football if there are clashes as the oval isn't used on a Saturday as junior football is Sundays.

**16. Next Meeting**

April 9<sup>th</sup> 2018

**Meeting Closed Time: 9pm**

**These minutes are:**

**Confirmed as true and correct on .....**  
**Date**

**Or**

**Corrections have been made and noted at the meeting on .....**  
**Date**

**Chairperson Signature.....**



## Treasurers Report for meeting held March 12th 2018

Reconciled Statement for February 30 2018

Cash at Bank as at 31/01/2018 31,829.55

### Income:

#### February

0.00

### Payments:

#### February

Sale Water Specialists 117.92

117.92

**Reconciled Bank Balance to date 31,711.63**

#### unpresented chq's & deposits

CFA - extinguisher inspections	95.70
Elgas - gas bottle rent	55.00
Gippsland Water	326.75
Energy Aust - (facilities) \$1024.61 // (pump shed) \$975.43	2000.04
Carmody's - fuel (Jan & Feb)	55.01

2,532.50

**closing balance of accounts to date 29,179.13**

Cheques to be authorised

0.00

Balance Remaining to date... 29,179.13

#### correspondence:

All 2017/18 Rent invoices e-mailed or handed to club treasurers

**BENDIGO ACCOUNT - Balance 28/02/2018 - \$17,250**

# BRIAGOLONG RECREATION RESERVE Special Committee of Council

## MINUTES

[14 May 2018]  
Briagolong Recreation Reserve

Meeting Opened Time:

### 1. Present / Apologies

Name	Title	Representing	Present / Apology
Carmel Ripper	Councillor	Wellington Shire	Present
Denis Murphy	Chairperson	Cricket	Present
Maree May	Secretary	Cricket	Present
Vanessa Randle	Treasurer	Tennis	Present
Kylie Wright		Community	Present
Darren Randle		Community	Present
Josh Harry		Community	Present
Jennie Elliott		Pony Club	Present
Melissa Conway		Junior Football	Apology
Michael Pleydell		Community	Apology
Tracey Binger		Tennis	Apology
Megan Lee		Junior Football	Apology

Quorum Achieved?

Yes

### 2. Declaration of Conflicts of Interest.

Nil.

### 3. Confirmation of Minutes of Previous Meeting (note any corrections)

**Moved:** Denis Murphy      **Seconded:** Darren Randle      **CARRIED**

Chairperson to sign and date previous minutes to be filed by Secretary

### 4. Business Arising from Previous Minutes

Darren has two quotes for fencing with two entry gates. Darren and Denis to apply to LVA for funding.

### 5. Correspondence In

Request for Cricket Club to hold a Christmas market/festival on Friday 7<sup>th</sup> Dec 2018. Conditional approval, all in favour.

Carried.

Request for Pony Club to hold a kids disco at the Rec Reserve on 1<sup>st</sup> June, all in favor. Carried.  
Request for motocross group to use pavilion on either Friday 22<sup>nd</sup> June or Friday 6<sup>th</sup> July,  
Pony Club contacted mediation through Wellington Shire, Council has requested the Rec Reserve and Pony Club participate in mediation through Dispute Settlement Centre of Victoria. It has been requested that the committee choose three representatives to participate in this process.

## **6. Correspondence Out – date previous minutes sent to Council**

Invoice for parts for the sprinkler to the Council.

## **7. Reports**

### **7.1 Chairperson's Report**

School was here for cross country, attempted use of new irrigator need to iron out teething problems. Denis secured new first aid kit from Town and Country work wear.

Maree to sent out certificate of appreciation for this.

### **7.2 Treasurer's Report**

Attached

Committee discussed that people wanting to stay in vans at Rec Reserve needs to seek prior approval and self contained at a cost of \$10 per night.

Denis requested set of keys to be cut.

Vanessa has sent out invoice of \$750 yearly rent to Pony club and junior football club which was due for 2017/2018 season.

### **7.3 User Group Report**

Pony Club had mothers day rally the day got wet and there was an accident with a young person taken to hospital in ambulance, then second accident with another ambulance called. Otherwise beautiful camp fire lunch and successful day.

Three rider and horses went to horse trials Gladysdale with one team coming 6<sup>th</sup>.

School gymkhana was great success with local areas doing well, Briagolong had teams coming 1<sup>st</sup> and 4<sup>th</sup>.

Pony Club AGM held in March new office bearers are Susan Noble Pres, Tracey Ryan V.P., Jacqui Wheeler Treas, Kylie Cuning Secretary, Candice Wagstaff D.C.

Tennis nets have been down and maybe damaged. Club has been successful with a grant for new nets and ball machine.

Football U10, U12 and 14's were all played at home a few weeks ago and was fantastic. Cricket had AGM Craig Stewart is new President, Di Annear is new secretary and Brionhy Padman is still treasurer.

Community report Lions biggest barbeque holding a fundraiser for cancer 20<sup>th</sup> May. Dawn service and march was well attended and a great day.

Briagolong film festival Saturday 9<sup>th</sup> June. Next market will be same weekend.

## **8. Volunteers-**

Nature strip needs mowing. John is away for three months.

**9. OHS / Risk / Facility Fault Report**

Denis to work out how to work the irrigator. Darren and Denis to fix hydrant points in oval and put up first aid kit. Door latch needs to be repair/replace by Anthony. Pony club to replace garden hose.

Footpath that connects the Rec Reserve to the rest of the town needs attention, Councillor Ripper to discuss path to Council.

**10. New Rules of the Committee to be endorsed by Council- No update**

**11. General Business**

Darren tabled information from Bodye on fee from other clubs, please find attached a copy of this information.

Tracey Ryan mentioned all bins have been full when Pony Club were here.

The three representatives to attend the dispute settlement will be Denis Murphy, Vanessa Randle and someone from the Junior Football Club, Denis to confirm this.

The \$10,000 is a not negotiable requirement for the mediation, the three members of the mediation group will represent the best interest of the Recreation Reserve.

**12. Next Meeting**

**11<sup>th</sup> June 2018.**

**Meeting Closed Time:**

9:45pm

These minutes are:

Confirmed as true and correct on .....  
Date

Or

Corrections have been made and noted at the meeting on .....  
Date

Chairperson Signature.....

## Treasurers Report for meeting held April 9th 2018

Reconciled Statement for March 31 2018

Cash at Bank as at 28/02/2018 31,711.63

### Income:

#### March

Tennis Club - 17/18 rent	750.00	
		750.00

### Payments:

#### March

CFA - extinguisher inspections	95.70	
Elgas - gas bottle rent	55.00	
Gippsland Water	326.75	
Energy Aust - (facilities) \$1024.61 // (pump shed) \$975.43	2000.04	
Carmody's - fuel (Jan & Feb)	55.01	
		2,532.50

Reconciled Bank Balance to date 29,929.13

unpresented chq's & deposits

	0.00
<u>closing balance of accounts to date</u>	<u>29,929.13</u>

Cheques to be authorised

	0.00
Balance Remaining to date...	<u>29,929.13</u>

correspondence:

BENDIGO ACCOUNT - Balance 28/02/2018 - \$17,250



## D. URGENT BUSINESS



## E. FURTHER GALLERY AND CHAT ROOM COMMENTS

*Gallery comments are an opportunity for members of the public to raise any particular matter they wish. This allows those in the gallery to speak directly to councillors, but is not a forum designed for open discussion or debate. We will listen respectfully to what you have to say, and make the commitment that the Mayor will respond to you in writing within one week if required, and a copy of that response will be circulated to all councillors.*

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

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

Meeting declared closed at:   pm

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



**F. CONFIDENTIAL ATTACHMENT/S**

**F. CONFIDENTIAL ATTACHMENT/S**



## G. IN CLOSED SESSION

# G. IN CLOSED SESSION

### COUNCILLOR

*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*

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### IN CLOSED SESSION

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### COUNCILLOR

**That:**

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





**ORDINARY COUNCIL MEETING  
19 JUNE 2018**

On this 6<sup>th</sup> day of June 2018, in accordance with Section 77 Clause (2)(c) of the *Local Government Act 1989*; I, Arthur Skipitaris (Delegate) declare that the information contained in the attached document **G1.1 GIPPSLAND SHARED SERVICES (GSS) INITIATIVE** is confidential because it relates to the following grounds under Section 89(2) of the *Local Government Act 1989*:

- a) personnel matters
- h) any other matter which the Council or special committee considers would prejudice the Council or any person.



.....  
General Manager Corporate Services  
(Delegate)