



WELLINGTON
SHIRE COUNCIL
The Heart of Gippsland

Council Meeting Agenda

Meeting to be held at

Port Of Sale Civic Centre

Foster Street, Sale

Tuesday 17 June 2014, commencing at 6pm

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

ORDINARY MEETING OF COUNCIL – 17 JUNE 2014

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Council Meeting Information

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

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

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



A - PROCEDURAL



STATEMENT OF ACKNOWLEDGEMENT

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



PRAYER

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

Amen



A - PROCEDURAL

A4 CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETING/S

ITEM A4**ADOPTION OF MINUTES OF PREVIOUS MEETING/S**

ACTION OFFICER:

GENERAL MANAGER GOVERNANCE

DATE:

17 JUNE 2014

OBJECTIVE

To adopt the minutes of the Ordinary Council Meeting of 3 June 2014 as tabled.

CONFLICT OF INTEREST

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

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council adopt the minutes and resolutions of the Ordinary Council Meeting of 3 June 2014 as tabled.



A - PROCEDURAL

A5 BUSINESS ARISING FROM PREVIOUS MEETING/S

ITEM A5**BUSINESS ARISING FROM PREVIOUS MEETING/S**

ACTION OFFICER

CHIEF EXECUTIVE OFFICER

DATE:

17 JUNE 2014

ITEM	FROM MEETING	COMMENTS	ACTION BY
Nil			



A - PROCEDURAL

A6 ACCEPTANCE OF LATE ITEMS



A - PROCEDURAL

A7 NOTICE/S OF AMENDMENT OR RESCISSION



A - PROCEDURAL

A8 NOTICE/S OF MOTION



A - PROCEDURAL

A9 RECEIVING OF PETITIONS OR JOINT LETTERS

ITEM A9(1)**OUTSTANDING PETITIONS**

ACTION OFFICER

GOVERNANCE

DATE:

17 JUNE 2014

ITEM	FROM MEETING	COMMENTS	ACTION BY
Nil			



A - PROCEDURAL

A10 INVITED ADDRESSES, PRESENTATIONS OR ACKNOWLEDGEMENTS

ITEM A11**GALLERY COMMENTS**

DIVISION:

CHIEF EXECUTIVE OFFICER

ACTION OFFICER:

CHIEF EXECUTIVE OFFICER

DATE:

17 JUNE 2014



A - PROCEDURAL

A12 QUESTIONS ON NOTICE

ITEM A12(1)**OUTSTANDING QUESTIONS ON NOTICE**

ACTION OFFICER

CHIEF EXECUTIVE OFFICER

DATE:

17 JUNE 2014

ITEM	FROM MEETING	COMMENTS	ACTION BY
Question on Notice: <i>That, in response to the Gippsland Water media releases presented in attachments 1 and 2 (10 February and 11 April, 2014) regarding their Regional Outfall System (ROS) industrial wastewater release, could the Chief Executive Officer write to Gippsland Water asking what contingencies they have in place for continued operation of the Water Factory in the case of extended power outages?</i>	20 May 2014	<p>A response will be provided at the next Council Meeting of 17 June 2014.</p> <p><u>17 June 2014</u> A letter has been sent to the Chief Executive Officer of Gippsland Water with regard to this Question Notice. Once a reply is received a response will be provided to this Question on Notice.</p>	Chief Executive Officer

ITEM A12(2)**QUESTION ON NOTICE**

OFFICER:

COUNCILLOR BOB WENGER

DATE:

17 JUNE 2014

Background

The Gippsland Water Factory project was completed in 2011 with a final capital cost to Gippsland Water of \$230M. This followed over a decade of research, planning and development to address a long standing environmental issue.

The Gippsland Water Factory project has removed raw waste from, and addressed the odour previously generated in, the open channel that forms part of the Regional Outfall System.

The main treatment plant, located at Maryvale, treats up to 35 million litres of wastewater daily from over 19,000 properties in nine central Gippsland towns and Australian Paper's Maryvale Mill.

The Gippsland Water Factory project also delivered 78 kilometres of new pipeline, including a new pipeline from Sale to Dutson Downs. Three new pump stations were commissioned along with five pump station upgrades.

The project has also delivered recycled water benefits to the Gippsland region. The main treatment plant at Maryvale has the capacity to recycle water for industrial use. Up to 3,000 million litres of recycled water per year can be produced for industry, (the equivalent of 1,200 Olympic-size swimming pools) should the need arise in the future.

Media releases from Gippsland Water presented in attachments 1 and 2 (10 February and 11 April, 2014), highlights issues with power availability and the subsequent release of untreated industrial wastewater into the ROS.

In the past Gippsland Water would provide technical data in relation to untreated waste via the (G.W. Coastal Agencies Committee).

These power outages were relatively short however the length of wastewater release extends beyond the power outage period.

Councillor Wenger asked the following question:

That, in response to the Gippsland Water media releases presented in attachments 1 and 2 (10 February and 11 April, 2014) regarding their Regional Outfall System (ROS) industrial wastewater release, could the Chief Executive Officer write to Gippsland Water asking what contingencies they have in place for continued operation of the Water Factory in the case of extended power outages?

3 Jun 2014

A response will be provided at the next Council Meeting of 17 June 2014.

17 June 2014

The following information is supplied in response:

A letter has been sent to the Chief Executive Officer of Gippsland Water with regard to this Question Notice. Once a reply is received a response will be provided to this Question on Notice.

Attachment 1



MEDIA RELEASE

Power outage leads to waste treatment issues

10 February 2014

All media enquiries: Gerard Callinan 5177 4793 or 0448 905 833

Gippsland Water will be discharging untreated industrial trade waste into the regional outfall sewer system following power outages at its Gippsland Water Factory treatment plant, caused by the recent fires that have impacted the central Gippsland region.

The long power outage meant that large volumes of industrial trade waste could not be treated at the Gippsland Water Factory treatment plant in Maryvale.

Releasing this untreated wastewater may result in odours in areas close to the regional outfall sewer system; which runs for 87kms from Maryvale through to Dutson Downs outside of Sale. Part of this system is an open channel.

This will continue for a short period until power is restored to the treatment plant.

The Gippsland Water Factory treats up to 35 million litres of wastewater from homes and businesses in Traralgon, Morwell, Yallourn North, Boolarra, Toongabbie, Glengarry, Rosedale, Yinnar and Churchill and trade waste produced at Australian Paper's Maryvale Mill.

Gippsland Water would like to thank the community for their patience during this time.



Media Release

ROS Wastewater Release

11 April 2014

All media enquiries:
Gerard Callinan 5177 4793
or 0448 905 833

Several recent extended power interruptions have required Gippsland Water to release a backlog of untreated industrial waste from the Gippsland Water Factory to the Regional Outfall System (ROS).

As a consequence of extended power outages due to the electrical explosion at the Morwell Terminal Station last Friday (4 April) and its subsequent repair, the Gippsland Water Factory's ability to treat incoming industrial waste from Australian Paper has been significantly reduced, resulting in a storage capacity challenge.

This means that untreated industrial wastewater will be released to the ROS until mid-next week.

Gippsland Water acknowledges that the unscheduled release of untreated industrial wastewater may impact on residents in the Wellington Shire who live or travel in the vicinity of the ROS, where odours may be detectable. Although the odour will not return to the pre-Gippsland Water Factory level, it may be more noticeable than it has been in recent months.

Contingency plans to manage odour issues have now been put in place which consists of monitoring the volume of untreated industrial waste discharged and applying pH correction at several locations along the ROS.

Gippsland Water has communicated with community members who live near the ROS to advise them of the changed conditions in their area.

1



Gippsland Water supplies fresh clean drinking water and wastewater services to more than 60,000 customers across an area of more than 5,000 square kilometres. It maintains a \$1 billion infrastructure network, which includes more than 2,000 kilometres of water mains, 15 water treatment plants, over 1,500 kilometres of sewer mains and 14 wastewater treatment plants.



A - PROCEDURAL

A13 MAYOR'S REPORT

ITEM A13**MAYOR'S REPORT**

OFFICER:

COUNCILLOR ROSSETTI

DATE:

17 JUNE 2014

Regional Community Meeting

I attended the Maffra Memorial Hall with fellow Councillors on Tuesday 10 June for this quarter's Regional Community Meeting. These meetings provide opportunity for all community members to come and talk with Council and our senior

Committee for Gippsland Ministerial Visit

Committee for Gippsland organised a visit from the Victorian Transport Minister, the Hon Terry Mulder MP, in Warragul on Wednesday 4 June. The Minister delivered the keynote address to a luncheon attended by representatives from One Gippsland, Gippsland Local Government Network, Regional Development Australia and a number of Gippsland community and business leaders. During the day's proceedings, I participated in discussions around the recently released Gippsland Freight Infrastructure Master Plan which is an industry driven project, funded through Regional Development Victoria, delivered by Committee for Gippsland.

An evening with Laurie Benson

The Gippsland Art Gallery hosted a wonderful evening of dining and entertainment at the Criterion in Sale on 22 May. Joined by National Gallery of Victoria's International Art Curator, Laurie Benson, we were enthralled by his insights into the NGV's Italian Masterpieces exhibition. Congratulations to the Gippsland Art Gallery staff for organising such a wonderful fundraising event.

Future of Local Government Summit

On 21 and 22 May I attended the Municipal Association of Victoria's tenth annual Future of Local Government Summit in Melbourne. This conference presents real solutions and ideas for Local Government organisations such as ours. This sharing of information helps us ensure that we are a sustainable and efficient Council. It guides us to more effectively listen to our community and work collaboratively with other levels of government to deliver the most appropriate and valuable services and infrastructure for our community.

COUNCILLOR SCOTT ROSSETTI
MAYOR

RECOMMENDATION

That the Mayor's report be noted.



A - PROCEDURAL

A14 YOUTH COUNCIL REPORT

Youth Council will present a report to Council quarterly.



B –REPORT

DELEGATES

ITEM B1**DELEGATE REPORT: FUTURE OF LOCAL GOVERNMENT SUMMIT**

COUNCILLOR: MAYOR, CR SCOTT ROSSETTI

DATE: 17 JUNE 2014

For the past 10 years the Municipal Association of Victoria (MAV) has been facilitating a Future of Local Government Summit (the Summit) in Melbourne.

I attended this year's Summit on 21 and 22 May along with Councillors Cleary, Wenger and McIvor, the Chief Executive Officer and the General Managers of Governance and Liveability.

Dr Felicity-ann Lewis, President, Australian Local Government Association spoke about the various challenges facing local government and was followed by Jeff Kennett, former Premier of Victoria. Mr Kennett spoke about the need for local government to review the services they deliver and in particular to look at employee costs.

Several United Kingdom (UK) presenters provided information on how local government in the UK has been able to transform some of the ways that they deliver services. The involvement of the community in local decision making and alternate models for service delivery were some of the ways that UK local government have been able to rejuvenate and transform democracy within a significantly reduced financial position.

Dave Barry, CEO Alpine Shire Council, spoke about some of the innovations that have brought about cost savings at Alpine Shire Council and the ways that they have worked with other Councils to bring about efficiencies.

A number of speakers also discussed the merits of "Clouding". The positives and the risk factors were discussed together with work that is progressing for a government cloud in Victoria.

Donna Galvin, Executive Manager, the Wellington, Blayney, Cabonne (WBC) Strategic Alliance Group of New South Wales Councils, spoke about how they are collaborating voluntarily to bring about cost savings for each Council. They are in the process of working out how they can create a legal shared service entity that would see services being managed and delivered from a new central entity. There is still a long way to go with the model and in determining if there are financial savings that would flow to the member Councils.

A panel of local government professionals dealt with the issues relating to "Is there a better way of working" for local government. One of the key messages from the summit was the need for local government to take control of its own destiny. Looking at ways to improve productivity and gain efficiencies, whether through collaboration or improved processes and being open to other ways of working, seemed to be the agreed way forward.

RECOMMENDATION

That the delegates report be noted.



C1 - REPORT

CHIEF EXECUTIVE OFFICER

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

OFFICER:

CHIEF EXECUTIVE OFFICER

DATE:

17 JUNE 2014

21-22 May	Future of Local Government Conference, Melbourne
23 May	Department of Education & Early Childhood Development - Broadening Horizons Project, Moe
27 May	Meeting with representatives from the Department of Environment & Primary Industries concerning Seaspray Caravan Park, Sale
28 May	Meeting with Chief Executive Officer, Municipal Association of Victoria, in Melbourne re the Victorian Floodplain Management Strategy Meeting with The Hon Peter Walsh MP at Parliament House, Melbourne re the Victorian Floodplain Management Strategy
29 May	Attending the Gippsland Leaders' function with guest speaker Richard Owen, Chairman Exxon Mobil Australia, Traralgon Attending Regional Development Australia Gippsland Committee Meeting, Traralgon
30 May	Attending Special Federal & State Budgets Briefing by The Hon Bruce Billison MP Federal Member for Dunkley and The Hon Russell Northe MP, Morwell Attending Gippsland Regional Plan Priorities – Next Steps Meeting, Traralgon Attending meeting with the Regional Strategy Co-ordinator, Regional Development Victoria, Traralgon
4 June	Meeting with representatives from Murray Goulburn, Melbourne
5 June	Meeting with representatives from the Victoria Grants Commission, Sale Meeting with representatives from the Department of Education & Early Childhood Development, Moe
10 June	Meeting with representatives from the Seaspray Surf Life Saving Club, Sale Attending Council Regional Community Meeting, Maffra
11 June	Meeting with representatives from Parks Victoria, Sale
13 June	Attending Committee for Wellington Meeting, Sale

RECOMMENDATION

That the Chief Executive Officer's report be received.



C2 - REPORT

GENERAL MANAGER GOVERNANCE

ITEM C2.1**AUDIT COMMITTEE MINUTES**

DIVISION: GOVERNANCE
ACTION OFFICER: GENERAL MANAGER GOVERNANCE
DATE: 17 JUNE 2014

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

OBJECTIVE

To receive and note the minutes of the Audit Committee meeting held on 23 May 2014.

BACKGROUND

Council maintains an Audit Committee in accordance with Section 139 of the *Local Government Act 1989*. The Audit Committee is an independent advisory Committee to Council and its primary objective is to assist Council in the effective conduct of its responsibilities for financial reporting, management of risk, maintaining a reliable system of internal controls and facilitating the organisation's ethical development. Minutes of the Audit Committee are reported direct to Council. A copy of the minutes in brief from the Audit Committee meeting of 23 May 2014 can be found at Attachment 1 of this report and is provided for the information of Council and the public in general.

OPTIONS

Council has the following options:

1. To receive and note the minutes from the Audit Committee Meeting of 23 May 2014; or
2. To seek further information and consider the minutes at a future meeting.

PROPOSAL

To receive and note the minutes of the Audit Committee meeting held on 23 May 2014.

CONFLICT OF INTEREST

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

LEGISLATIVE IMPACT

The *Local Government Act 1989*, section 139(1) requires Council to establish an audit committee. Council's Audit Committee is an Advisory Committee to Council and operates within the Terms of Reference and Charter adopted by Council.

The Audit Committee Terms of Reference require the minutes of the Audit Committee to be forwarded to an ordinary meeting of the Council, including a report explaining any specific recommendations and key outcomes. The Audit Committee is also required to report annually to the Council summarising the activities of the Committee during the previous financial year.

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

COUNCIL PLAN IMPACT

The Council Plan 2013–2017 Theme 2 Organisational states the following strategic objective and related strategy:

Strategic Objective

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

Strategy 2.3

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

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

RISK MANAGEMENT IMPACT

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

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That:

- 1. Council receive and note the minutes in brief (Attachment 1) and the confidential attachment at item F1.1 Audit Committee Minutes of 23 May 2014; and**
- 2. The information contained in the confidential attachment Item F1.1 Audit Committee Minutes of 23 May 2014 of this Council meeting agenda be designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the General Manager Governance on 14 May 2014 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989: e) proposed developments; f) legal advice; and h) any other matter which the Council considers would prejudice the Council or any person be designated confidential information under Section 77 Clause (2)(b) of the Local Government Act 1989.**

MINUTES IN BRIEF OF AUDIT COMMITTEE MEETING HELD ON FRIDAY 23 MAY 2014 AT 2PM

Present: Mr Peter Craighead (Chair)
Mr Alan Hall
Mr Graeme Coull
Councillor Peter Cleary

In attendance: Ms Liz Collins (General Manager Governance)
Mrs Lesley Fairhall (Manager Finance)
Mr Phillip Phillipou (Manager Information Services)
Ms Shami Kamunga (HLB Mann Judd)
Mrs Sheryl Saynor (Executive Support Officer)

1. Welcome

2. Apologies - Cr John Duncan, Cr Patrick McIvor, Mr David Morcom (Chief Executive Officer)

3. Closure of Meeting to Public:-

Alan Hall/Councillor Cleary

That the meeting be closed to the public under Section 89(2) of the Local Government Act 1989 to discuss personnel matters, legal advice and any other matter which the Council or special committee considers would prejudice the Council or any person.

CARRIED

4. Declaration of Conflict(s) of Interest:-
Nil

5. Adoption of Minutes:-

Alan Hall/Graeme Coull

That the Committee adopt the minutes of the previous meeting held on 25 February 2014.

CARRIED

6. Information Services Update

Alan Hall/Graeme Coull

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

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 14 May 2014 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

(h) any other matter which the Council or special committee considers would prejudice the Council or any person

be designated confidential information under Clause 77(2)(b) of the Local Government Act 1989.

CARRIED

7. Internal Audit Plan 2014/15

Graeme Coull/Alan Hall

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

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Acting Chief Executive Officer on 14 May 2014 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

(h) any other matter which the Council or special committee considers would prejudice the Council or any person

be designated confidential information under Clause 77(2)(b) of the Local Government Act 1989.

CARRIED

8. Internal Audit - Draft scopes

Councillor Cleary/Alan Hall

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

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Acting Chief Executive Officer on 14 May 2014 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

(h) any other matter which the Council or special committee considers would prejudice the Council or any person

be designated confidential information under Clause 77(2)(b) of the Local Government Act 1989.

CARRIED

9. Internal Audit: Fraud Management

Graeme Coull/Councillor Cleary

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

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 14 May 2014 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

(h) any other matter which the Council or special committee considers would prejudice the Council or any person.

be designated confidential information under Clause 77(2)(b) of the Local Government Act 1989.

CARRIED

10. Status of Internal Audit Recommendations

Graeme Coull/Alan Hall

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

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 14 May 2014 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

*(h) any other matter which the Council or special committee considers would prejudice the Council or any person
be designated confidential information under Clause 77(2)(b) of the Local Government Act 1989.*

CARRIED

11. Auditor-General's Report: Asset Management and Maintenance by Councils

Alan Hall/Councillor Cleary

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

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 14 May 2014 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

(h) any other matter which the Council or special committee considers would prejudice the Council or any person.

be designated confidential information under Clause 77(2)(b) of the Local Government Act 1989.

CARRIED

12. Draft Revised Council Plan 2013-17

Alan Hall/Graeme Coull

That the Audit Committee recommend to Council that it receive the Report.

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 14 May 2014 because it relates to the following grounds under Section 89(2) of the Act:

(h) any other matter which the Council or special committee considers would prejudice the Council or any person

be designated confidential information under Clause 77(2)(b) of the Local Government Act 1989.

CARRIED

13. Draft Council Budget 2014/2015

Councillor Cleary/Alan Hall

That the Audit Committee recommend to Council that it receive the Report.

That the information, contained in the attached document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 14 May 2014 because it relates to the following grounds under Section 89(2) of the Act:

(h) any other matter which the Council or special committee considers would prejudice the Council or any person

be designated confidential information under Clause 77 (2) (b) of the Local Government Act 1989.

CARRIED

14. Fraud Report

Alan Hall/Councillor Cleary

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

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 14 May 2014 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

(h) any other matter which the Council or special committee considers would prejudice the Council or any person

be designated confidential information under Clause 77(2)(b) of the Local Government Act 1989.

CARRIED

15. Financials

Graeme Coull/Alan Hall

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

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 14 May 2014 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

(h) any other matter which the Council or special committee considers would prejudice the Council or any person

be designated confidential information under Clause 77(2)(b) of the Local Government Act 1989.

CARRIED

16. Excessive Staff Leave

Councillor Cleary/Alan Hall

That the Audit Committee recommend to Council that it receive the Report.

That the information, contained in the attached document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 14 May 2014 because it relates to the following grounds under Section 89(2) of the Act:

(h) any other matter which the Council or special committee considers would prejudice the Council or any person

be designated confidential information under Clause 77 (2) (b) of the Local Government Act 1989.

CARRIED

17. Sale Livestock Exchange

Graeme Coull/Councillor Cleary

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

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 14 May 2014 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

(e) proposed development;

*(h) any other matter which the Council or special committee considers would prejudice the Council or any person.
be designated confidential information under Clause 77(2)(b) of the Local Government Act 1989.*

CARRIED

18. Current Key Risk Matters

Alan Hall/Councillor Cleary

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

That the information, contained in the attached document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 14 May 2014 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

f) legal advice;

h) any other matter which the Council or special committee considers would prejudice the Council or any person;

be designated confidential information under Clause 77 (2) (b) of the Local Government Act 1989.

CARRIED

19. Risk Report

Graeme Coull/Alan Hall

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

That the information, contained in the attached document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 14 May 2014 because it relates to the following grounds under Section 89(2) of the Act:

h) any other matter which the Council or special committee considers would prejudice the Council or any person;

be designated confidential information under Clause 77 (2) (b) of the Local Government Act 1989.

CARRIED

20. Register of Commissioned Reports

Alan Hall/Councillor Cleary

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

That the information, contained in the attached document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 14 May 2014 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

h) any other matter which the Council or special committee considers would prejudice the Council or any person;

be designated confidential information under Clause 77 (2) (b) of the Local Government Act 1989.

CARRIED

21. Key Strategic Activity Report

Councillor Cleary/Graeme Coull

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

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 14 May 2014 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

(h) any other matter which the Council or special committee considers would prejudice the Council or any person.

be designated confidential information under Clause 77(2)(b) of the Local Government Act 1989.

CARRIED

22. General Business

1. Expiry of Independent Member's term

2. Internal Audit Contract

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 4.11PM.

ITEM C2.2**ASSEMBLY OF COUNCILLORS**

DIVISION: GOVERNANCE

ACTION OFFICER: GENERAL MANAGER GOVERNANCE

DATE: 17 JUNE 2014

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

OBJECTIVE

To report on all assemblies of Councillors records received during the period 20 May 2014 to 3 June 2014.

BACKGROUND

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

Below is a summary of all assembly of Councillors records received during the period 20 May 2014 to 3 June 2014.

Assembly of Councillors summary of reports received between 20 May 2014 to 3 June 2014		
Date	Matters considered	Councillors and officers in attendance
20 May 2014	1. Councillors Diary Meeting	Councillors Crossley, McIvor, Wenger, Hole David Morcom, Chief Executive Officer Gail Hogben, Executive Assistant Sharon Willison, Mayoral & Councillor Support Officer
20 May 2014	1. April 2014 Performance Report (10.30am to 11am) 2. VicForests Timber Release Plan (11.00am to 12 noon) 3. Council meeting agenda review (1.10pm to 1.35pm) 4. Community Assistance Grants April 2014—Events & Projects (1.35pm to 2.40pm) 5. Gippsland regional Plan Review (2.40pm to 3.35pm) 6. Yarram District Health Service Update (3.35pm to 4.00pm) 7. Central Gippsland Health Service Update (4.00pm to 4.30pm) 8. Community Forum Ice Outcomes (4.30pm to 5.00pm)	Councillors Rossetti (Not Items 1,2,5,6 & 7) Crossley, McCubbin (Only Items 7 & 8), McIvor, Wenger, Hole David Morcom, Chief Executive Officer (Not Item 8) Chris Hastie, General Manager Built & Natural Environment (Not Items 5,6,7 & 8) John Websdale, General Manager Development (Not Items 6 & 7) Glenys Butler, General Manager Liveability Liz Collins, General Manager Governance (Not Item 2) Vanessa Ebsworth, Manager Organisation Development (Item 3) Frances Ford, Manager Community Wellbeing (Items 6 & 7) Sharyn Bolitho, Manager Economic Development (Items 2 & 5)

Assembly of Councillors summary of reports received between 20 May 2014 to 3 June 2014		
Date	Matters considered	Councillors and officers in attendance
		Dean Hardisty, Community Facilities Planning & Grants Officer (Item 4) Marcus Stone, Community Facilities Planner (Item 4) Sharon Houlihan, Manager healthy Lifestyles (Item 4)
2 June 2014	1. New Gallery/Library 2. Acquisition of Artwork	Councillor Davine, Anton Vardy, Gallery Director (Items 1 & 2) Stephen Dempsey, Manager Arts & Culture (Item 1) Simon Gregg, Curator (Item 2) Louise Van Kuyk (Education Rep) Brian Cantwell (Gallery Society Rep) Brian Castles (Community Rep) Clive Murray-White (Artist Rep)
3 June 2014	1. Councillors Diary Meeting	Councillors Rossetti, Cleary, Davine, McCubbin, Wenger, Mclvor, Hole David Morcom, Chief Executive Officer Gail Hogben, Executive Assistant Sharon Willison, Mayoral & Councillor Support Officer
3 June 2014	1. Council meeting agenda review (11.00am to 11.50am) 2. Funding Assistance Grant(VGC)/Budget discussion (11.50am to 12.15pm and cont 1.45pm to 2.25pm) 3. Pacific Rim International Conference (12.35pm to 1.00pm) 4. Agriculture Position Paper (1.00pm to 1.30pm) 5. Priorities for Women's Health (1.30pm to 1.45pm)	Councillors Rossetti, Davine, Cleary, Crossley (part 2 only), McCubbin, Mclvor, Wenger, Hole David Morcom, Chief Executive Officer Chris Hastie, General Manager Built & Natural Environment John Websdale, General Manager Development Glenys Butler, General Manager Liveability Liz Collins, General Manager Governance Vanessa Ebsworth, Manager Organisation Development (Item 1) Lesley Fairhall, Manager Finance (Item 2) Karen McLennan (Coordinator Social Planning and Policy) (Item 3) Leanne Wishart, Rural Access Project Coordinator (Item 3) Sharyn Bolitho, Manager Economic Development (Item 4) Ian Campbell, Senior Economic Development Officer (Item 4) Mark Coleman, Economic Development Officer (Item 4) Frances Ford, Manager Community Wellbeing (Item 5)
3 June 2014	1. 2014/15 Draft Budget – Submissions discussion	Councillors Rossetti, Davine, Cleary, Crossley, McCubbin, Mclvor, Wenger, Hole, Duncan David Morcom, Chief Executive Officer Chris Hastie, General Manager Built & Natural Environment

Assembly of Councillors summary of reports received between 20 May 2014 to 3 June 2014		
Date	Matters considered	Councillors and officers in attendance
		John Websdale, General Manager Development Glenys Butler, General Manager Liveability Liz Collins, General Manager Governance Lesley Fairhall, Manager Finance (Item 1)

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 received during the period 20 May 2014 to 3 June 2014.

CONFLICT OF INTEREST

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

LEGISLATIVE IMPACT

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

COUNCIL PLAN IMPACT

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

Strategic Objective

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

Strategy 2.3

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

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

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council note and receive the attached assembly of Councillors records received during the period 20 May 2014 to 3 June 2014.

ASSEMBLY OF COUNCILLORS

1. DATE OF MEETING:

20/05/2014

2. ATTENDEES:

Councillors:

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

Officers In Attendance:

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

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

Name	Item No.	Name	Item No.
Gail Hogben	1		
Sharon Willison	1		

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

1. Councillors' Diary Meeting

4. Conflict of Interest disclosures made by Councillors:

NIL

ASSEMBLY OF COUNCILLORS

1. DATE OF MEETING:

20/05/2014

2. ATTENDEES:

Councillors

Name	In attendance (tick)		Name	In attendance (tick)	
	Yes	No		Yes	No
Cr Rossetti (Not Items 1,2,5,6&7))	✓		Cr McCubbin (Only Items 7 & 8)	✓	
Cr Davine		✓	Cr Mclvor	✓	
Cr Cleary		✓	Cr Wenger	✓	
Cr Crossley	✓		Cr Hole	✓	
Cr Duncan		✓			

Officers In Attendance

Name	In attendance (tick)		Name	In attendance (tick)	
	Yes	No		Yes	No
D. Morcom CEO (Not item 8)	✓		G Butler, GML	✓	
L Collins, GMG (Not Item 2)	✓		J Websdale, GMD (Not items 6 & 7)	✓	
C Hastie, GMB&NE (Not items 5,6,7&8)	✓				

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

Name	Item No.	Name	Item No.
Sharyn Bolitho, Manager Economic Development	2 & 5	Vanessa Ebsworth, Manager Organisation Development	3
Dean Hardisty, Community Facilities Planning & Grants Officer	4	Sharon Houlihan, Manager Healthy Lifestyles	4
Marcus Stone, Community Facilities Planner	4	Frances Ford, Manager Community Wellbeing	6 & 7

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

1. April 2014 Performance Report (10.30am to 11am)
2. VicForests Timber Release Plan (11.00am to 12 noon)
3. Council meeting agenda review (1.10pm to 1.35pm)
4. Community Assistance Grants April 2014–Events & Projects (1.35pm to 2.40pm)
5. Gippsland regional Plan Review (2.40pm to 3.35pm)
6. Yarram District Health Service Update (3.35pm to 4.00pm)
7. Central Gippsland Health Service Update (4.00pm to 4.30pm)
8. Community Forum Ice Outcomes (4.30pm to 5.00pm)

4. Conflict of Interest disclosures made by Councillors and Officers:

No Conflicts of Interests were declared.

ASSEMBLY OF COUNCILLORS

1. DATE OF MEETING:

02/06/2014

Gippsland Art Gallery Advisory Group
6:00pm Art Gallery Library

2. ATTENDEE:

Councillors

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

Officers In Attendance

Name	In attendance (tick)		Name	In attendance (tick)	
	Yes	No		Yes	No
D Morcom, CEO			G Butler, GML		
L Collins, GMG			J Websdale, GMD		
C Hastie, GMB&NE					

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

Name	Item No.	Name	Item No.
Anton Vardy – Gallery Director	1&2	Louise Van Kuyk (Education Rep)	
Stephen Dempsey – Manager Arts & Culture	1	Brian Cantwell (Gallery Society Rep)	
Simon Gregg - Curator	2	Brian Castles (Community Rep)	
Clive Murray-White (Artist Rep)			

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

1. New Gallery/Library

2. Acquisition of Artworks

4. Conflict of Interest disclosures made by Councillors:

No conflict of interest declared.

ASSEMBLY OF COUNCILLORS

1. DATE OF MEETING:

03/06/2014

2. ATTENDEES:

Councillors:

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

Officers In Attendance:

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

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

Name	Item No.	Name	Item No.
Gail Hogben	1		
Sharon Willison	1		

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

1. Councillors' Diary Meeting

4. Conflict of Interest disclosures made by Councillors:

Nil

ASSEMBLY OF COUNCILLORS

1. DATE OF MEETING:
03/06/2014

2. ATTENDEES:
Councillors

Name	In attendance (tick)		Name	In attendance (tick)	
	Yes	No		Yes	No
Cr Rossetti	✓		Cr McCubbin	✓	
Cr Davine	✓		Cr McIvor	✓	
Cr Cleary	✓		Cr Wenger	✓	
Cr Crossley (part item 2 only)		✓	Cr Hole	✓	
Cr Duncan		✓			

Officers In Attendance

Name	In attendance (tick)		Name	In attendance (tick)	
	Yes	No		Yes	No
D. Morcom CEO	✓		G Butler, GML	✓	
L Collins, GMG	✓		J Websdale, GMD	✓	
C Hastie, GMB&NE	✓				

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

Name	Item No.	Name	Item No.
Vanessa Ebsworth, Manager Organisation Development	1	Lesley Fairhall, Manager Finance	2
Karen McLennan, Coord Social Planning and Policy	3	Leanne Wishart, Rural Access Project Coord	3
Sharyn Bolitho, Manager Economic Development	4	Ian Campbell, Senior Economic Development Officer	4
Mark Coleman, Economic Development Officer	4	Frances Ford, Manager Community Wellbeing	5

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

6. Council meeting agenda review (11.00am to 11.50am)
7. Funding Assistance Grant(VGC)/Budget discussion (11.50am to 12.15pm and cont 1.45pm to 2.25pm)
8. Pacific Rim International Conference (12.35pm to 1.00pm)
9. Agriculture Position Paper (1.00pm to 1.30pm)
10. Priorities for Women's Health (1.30pm to 1.45pm)

4. Conflict of Interest disclosures made by Councillors and Officers:

1. Cr Davine declared a Conflict of Interest in the Council meeting agenda item C3.2 and left the meeting room during discussion on that item.
 2. Cr Cleary declared a Conflict of Interest in the Council meeting agenda item C5.2 and left the meeting room during discussion on that item.
- No other Conflicts of Interests were declared.

ASSEMBLY OF COUNCILLORS

1. DATE OF MEETING:

03/06/2014

2. ATTENDEES:

Councillors

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

Officers In Attendance

Name	In attendance (tick)		Name	In attendance (tick)	
	Yes	No		Yes	No
D. Morcom CEO	✓		G Butler, GML	✓	
L Collins, GMG	✓		J Websdale, GMD	✓	
C Hastie, GMB&NE	✓				

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

Name	Item No.	Name	Item No.
Lesley Fairhall, Manager Finance	1		

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

1. 2014/15 Draft Budget – Submissions discussion (4.30pm to 5.25pm)

4. Conflict of Interest disclosures made by Councillors and Officers:

No Conflicts of Interests were declared.

GENERAL MANAGER DEVELOPMENT

ITEM C3.1**ADOPTION OF REVISED DOMESTIC ANIMAL MANAGEMENT PLAN 2013-2017**

DIVISION: DEVELOPMENT

ACTION OFFICER: MANAGER MUNICIPAL SERVICES

DATE: 17 JUNE 2014

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

OBJECTIVE

The purpose of this report is to inform and update Council regarding the review of the Domestic Animal Management Plan 2013-2017: and to seek adoption of the revised Domestic Animal Management Plan 2013-2017.

BACKGROUND

The current Wellington Shire Council Domestic Animal Management Plan 2013-2017 (the plan) was adopted by Council on 4 June 2013. Following its adoption it was submitted to the Department of Environment and Primary Industries (DEPI) for review.

On 5 March 2014, DEPI wrote to Council and provided significant constructive feedback and identified deficiencies with the plan.

Following discussion with DEPI regarding their feedback the plan has been revised to address the identified areas of concern. We also sought their feedback on the revised plan. The feedback was very positive and some minor suggestions were included in the final version that is submitted for adoption. Whilst DEPI did not believe the plan needed to include the "dogs on lead" areas, we have maintained this as an attachment to ensure alignment with the document that was adopted by Council last year.

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

- (a) Review its domestic animal management plan annually and, if appropriate amend the plan;
- (b) Provide the Secretary with a copy of the plan and any amendments to the plan;
- (c) Publish an evaluation of its implementation of the plan in its annual report.

This is a Key Strategic Action and is additionally a legislative requirement with the annual review of the plan required to be submitted to DEPI by 30 June 2014.

PROPOSAL

That:

1. Council adopt the revised attached Domestic Animal Management Plan 2013-2017;
2. Council forward a copy of the adopted plan to the Secretary of the Department of Environment and Primary Industries; and
3. Council publish the revised plan on the website.

OPTIONS

Council has the following options:

1. Adopt the Domestic Animal Management Plan 2013-2017; or
2. Seek further information and consider at a future meeting.

CONFLICT OF INTEREST

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

COMMUNICATION

Following the adoption of the recommendation a copy will be provided to the Secretary of the Department of Environment and Primary Industries and also published on Council's website.

LEGISLATIVE IMPACT

This is a legislative requirement under the *Domestic Animal Act 1994*, with the annual review of the plan required to be submitted to the Department of Environment and Primary Industries by 30 June 2014.

COUNCIL PLAN IMPACT

The Council Plan 2013–2017 Theme 1 Leadership and Engagement:

Strategic Objective

"Our community is informed about Council business and is involved in Council decision making. Council advocates on behalf of the community."

Strategy 1.3

"*Council Strategies and Plans reflect community aspirations.*"

Strategy 1.4

"*Relationships with key stakeholders are fostered.*"

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

RESOURCES AND STAFF IMPACT

The review and implementation of the Domestic Animal Management Plan 2013-2017 is undertaken using current Council staff and resources.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council adopt the attached revised Domestic Animal Management Plan 2013-2017.



WELLINGTON SHIRE COUNCIL

DOMESTIC ANIMAL MANAGEMENT PLAN

2013-2017

Reviewed and updated June 2014

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1 Introduction

1.1 Executive Summary

Australia has one of the highest rates of pet ownership per household. More than two thirds of households own pets.

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

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

An area of particular community concern is dog attacks. There are few reliable statistics regarding the number of dog attacks in Victoria because many injuries are not treated or reported. In recent years, the emphasis has been on attacks on people. Anecdotal evidence suggests six people are attacked by dogs every day in Victoria. The Victorian State Government has recognised the impact on the health and safety of communities and the requirement to provide an environment that communities can enjoy. The *Domestic Animals Act 1994* (**the Act**) regulates domestic animal management within the State and requires that every Council in Victoria has a Domestic Animal Management (**DAM**) Plan.

1.2 Purpose and Primary Objective of the DAM Plan

With approximately two thirds of Australian households owning pets, balancing pet ownership and the numerous benefits that it brings with the rights of the individual to enjoy the environment is a constant challenge. Consideration has been given to both pet owners and those who do not own pets when developing this plan.

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

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

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

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

1.3 Process applied in Developing the DAM Plan

The Wellington Shire Council Local Laws team developed the DAM Plan. The following activities were undertaken in the development and implementation of the plan.

Outcome	Actioned By	Date
Release Document for Comment	Council	December 2012
Community engagement undertaken <ul style="list-style-type: none"> • Advertise and issue press releases seeking submissions to draft document • Conduct community Round Table sessions • Send draft documents to Reserve Committees of Management and to Domestic Animal Businesses • Hold consultative meeting with Domestic Animal Businesses 	Manager Municipal Services	Feb/March 2013
Results of community engagement compiled	Manager Municipal Services	March 2013
Draft Domestic Animal Plan Updated to reflect and incorporate feedback	Manager Municipal Services	April 2013
Final Document reviewed	GM/CMT	May 2013
Domestic Animal Management Plan presented to Council for adoption	Council	May 2013
Domestic Animal Management Plan forward to the Department of Environment and Primary Industries (DEPI) for review and placed on the website	Manager Municipal Services	June 2013 Key Strategic Action delivered

1.4 Wellington Shire Council Demographic Snapshot

Wellington Shire is the third largest Shire in Victoria by land area (10,924 square kilometres). It has a mixture of urban and rural areas, with a population around 43,000.

It is a unique environment which encompasses coastal areas, the Gippsland Lakes region, agricultural land, undeveloped land and urban areas. The largest towns in the region are Sale, Maffra, Yarram, Stratford and Heyfield.

The Shire has a high number of domestic animal businesses (30), reflecting the unique environment and the attraction of these businesses to this area. When comparing the Shire with Victoria's other fifteen (15) rural shires, it has the second highest number of dogs registered and the third highest number of cats registered.



1.5 Domestic Animal Statistics

The 1998 Bureau of Animal Welfare statistics estimated that:

- 40% of households owned one or more dogs at an average of 1.44 dogs/household;
- 26% of households owned one or more cats at an average of 1.47 cats/household;
- With 20,680 residential dwellings in the Wellington Shire Council, the estimated population is 11,911 dogs and 7,903 cats. The number of cats registered is significantly less.

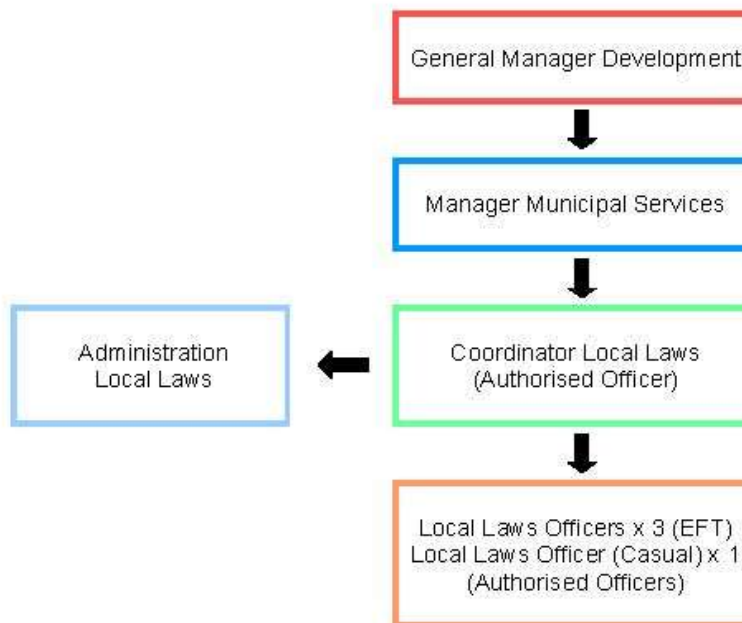
The following table provides the key statistics for Wellington Shire Council and compares it to a similar Rural Council (number of dogs) and the State Average. (Note: significant land area and population discrepancies)

Key Statistic	Wellington Shire Council (June 2012)	Similar Rural Council (South Gippsland 2008)	8 Rural Shires Average (2008 AMP)
Population	43,000	25,737	25,000
Area	10,924 sq km	3,280 sq km	2,815 sq km
No of EFT Authorised Officers	3	4	3.1
Hours training per officer yearly	40	30	14
Estimated number of dogs	11,911	7,864	5,155
No registered dogs	8,513 (71.5%)	4,915 (63%)	3,299 (64%)
No of infringement notices issued	30	27	50
No of impounded dogs	538	268	483
No of dogs returned to owners	306 (56%)	161 (60%)	44%
No of saved dogs	82%	35%	13%
No of euthanized dogs	55 (10%)	93 (35%)	32%
Estimated number of cats	7,903	5,218	5,625
No of registered cats	2,027 (25%)	1,163 (22.3%)	1,595 (28%)
No of impounded cats	332	220	240
No of cats returned to owners	32	9	27
No of cats saved	255 (71%)	24 (11%)	15%
No of cats euthanized	76 (14%)	187 (85%)	75%
No of restricted dogs	2	3	4.5
No of declared dogs	8	4	6
No of domestic animal businesses	30	6	17
No of animal complaints	1096	904	Unknown

Note: Based on WSC Pound Statistics

1.6 WSC Animal Management operational Structure and Staffing

In order to meet legislative requirements the WSC employs Local Laws Officers who are designated "Authorised Officers" under the relevant legislation and are part of the Municipal Services Business Unit.



1.7 Current programs and services levels

WSC provides a broad range of services to ensure that it meets its legislative responsibilities relating to animal management. They include but are not limited to:

- Providing advice on domestic animal matters
- Dealing with and investigating customer requests
- Educating residents and promoting responsible pet ownership
- Managing the provision of the Wellington Shire Pound facility
- Maintaining the domestic animal, restricted breed and the declared dangerous dog registers
- Impounding of wandering, unwanted/surrendered and/or feral dog and cats
- Undertaking door knock registration checks
- Investigation of dog attacks
- Registration and inspection of domestic animal businesses
- Inspection and compliance checks on restricted breeds and declared dangerous dogs
- Develop and maintain relationships with partner organisations - RSPCA, DEPI, Victoria Animal Aid, Veterinary Clinics and other stakeholders
- Provision of a 24/7 52 weeks a year service
- Provision of suitably trained and qualified Authorised Officers

A summary of the key services are outlined in the table below:

Current Programs	Service Levels				
Identification and Registration	<p>All dogs and cats are required to be registered annually by 10 April each year. Currently (30 June 2012) the number of animals registered in the Shire is 10,540:</p> <table> <tr> <td>Dogs</td><td>8513</td></tr> <tr> <td>Cats</td><td>2027</td></tr> </table>	Dogs	8513	Cats	2027
Dogs	8513				
Cats	2027				
Wellington Shire Pound	<p>Consists of a facility that can accommodate 38 dogs, 36 cats, and up to 100 head of livestock. The facility is located at Fulham, approximately 5km west of Sale off the Princes Highway. It is managed under contract and provides the following services:</p> <ul style="list-style-type: none"> o Agents for registration of dogs and cats within the Shire. o Receive dogs and cats, contact known owners, place photographs on the website, house animals until released, rehouse or euthanase, and disposal of animals due to health, welfare issues or where there is failure to rehouse. o Provide respite care for animals whose owners are temporarily unable to care for them due to illness, relationship issues etc. o Provide monthly statistics to the Shire. 				
Registration of Domestic Animal Businesses	<p>WSC currently has thirty (30) registered domestic animal businesses. We manage the renewal process each year and undertake an inspection regime to ensure compliance with the codes of practice.</p>				
Domestic Animal Complaints	<p>Authorised Officers respond within the customer service charter to animal complaints. They will also accept dogs and cats surrendered by their owners who can no longer care for them for whatever reason.</p> <p>Authorised Officers will attend and attempt to contain or capture any dog or cat that is reported to be causing a serious nuisance or presenting as a danger to people or other animals during and after normal operating hours.</p>				
Restricted Breeds/Dangerous Dogs/Menacing Dogs	<p>WSC will manage Menacing Dogs in accordance with the Act. Any dog that causes a non-serious bite injury to a person or animal or rushes at someone may be declared a menacing dog. The owners will be required to show that they can be a responsible dog owner and ensure action is taken to prevent the dog from attacking again.</p> <p>Restricted Breeds and Dangerous Dogs will be managed in accordance with the Act.</p> <p>Any dog that is declared a menacing dog and is subject to two further infringements or involved in an attack which results in serious injury or death of an animal or human will be declared a dangerous dog. Unless there are extenuating circumstances the dog will be seized and the matter will proceed to the Magistrates' Court.</p>				
Microchipping	<p>The microchipping of dogs is a requirement of the Act. The identification of dogs and cats assists in the management thereof as it allows animal owners to be reunited with their animals.</p> <p>The Act requires that all dogs and cats are microchipped at three (3) months of age.</p>				

Current Programs	Service Levels
Education / Media	WSC uses media releases and standing articles in its publications "Wellington Matters" and "Wellington News" in an effort to educate members of the public on responsible pet ownership and animal management matters. The automatic telephone call waiting service includes key animal management messages such as registration of cats and dogs.

1.8 Access to Animal Management Services

WSC has adopted a Customer Service Charter which documents required response timeframes to the community. The Local Laws team works within the context of the Customer Service Charter and offers a seven day, twenty four hour response service for urgent domestic animal related matters, such as dog attacks, aggressive/dangerous dogs at large and serious animal welfare concerns.

1.9 Mandatory Requirements/Corresponding actions

This plan has been developed in accordance with section 68A of the Act and sets out a formalised approach to increasing the effectiveness and awareness of domestic animal management within WSC.

This section outlines the strategic direction for WSC's animal management function.

The table below identifies the specific requirements of the Act which WSC are required to address against the contents of the plan.

Specific Requirement		2.0	3.0	4.0	5.0	6.0	7.0	8.0	9.0	10
S68A (2)(a)	Method on monitoring performance and evaluating effectiveness of services	x	x	x	x	x	x	x	x	x
S68A (2)(b)	Training of Authorised Officers	x				x		x		
S68A (2)(c)(i)	Promote and encourage responsible pet ownership		x	x	x	x	x			
S68A (2)(c)(ii)	Ensure compliance with Act & Regulations		x	x	x	x	x	x		x
S68A (2)(c)(iii)	Minimise risk of dog attacks				x					
S68A (2)(c)(iv)	Over population and high euthanasia rate						x			
S68A (2)(c)(v)	Encourage registration and identification of dogs and cats		x							
S68A (2)(c)(vi)	Minimise potential for nuisance			x						
S68A (2)(c)(vii)	Dangerous, menacing and restricted breed dogs				x	x				
S68A (2)(d)	Review of orders and local laws		x	x	x	x	x	x		
S68A (2)(e)	Any other matters							x	x	x
S68A (2)(f)	Periodic evaluation of programs, services and strategies	x	x	x	x	x	x	x		x
S68A (3)(a)	Review of Domestic Animal Management Plan	x	x	x	x	x	x	x		x

2 Training of Authorised Officers

2.1 Current Situation

WSC currently employs 5 full-time and 1 casual Local Laws Officers, authorised under:

- section 72 of the *Domestic Animals Act 1994*;
- section 18 of the *Prevention of Cruelty to Animals Act 1986*; and
- section 224 of the *Local Government Act 1989*.

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

WSC recognises the importance of skilled and qualified staff, and as such individual training plans are developed for each staff member as part of the performance appraisal and development process. A dedicated Staff Development Officer is employed by WSC to ensure staff are provided with initial and ongoing training and development opportunities. A training and development register for local laws staff is maintained by the Coordinator Local Laws.

2.2 Current Training

Subject	Frequency	Officer 1	Officer 2	Officer 3	Officer 4	Officer 5	Officer 6 (Casual)
Certificate IV in Animal Control and Regulation	As Required	Completed (2007)	8 Yrs Experience	15 Yrs Experience	7 Yrs Experience	2 Yrs Experience	25 Yrs Experience
Initial Induction	As Required	X	X	X	X	X	X
DPI AMO Seminar	Annually			X		X	
DPI Canine Anatomy	Annually		X	X			
Restricted Breed Dogs Seminar	Annually			X		X	
Nuisance Dogs	Annually				X		
Anatomy of Affidavits	As Required	X	X	X	X	X	
Presenting Evidence	As Required	X	X	X	X	X	
Preparing Correspondence	As Required	X	X	X	X		
Acting on Non Compliance	As Required	X				X	
Cautions and Rights	As Required	X	X	X	X		
First Aid Level II	Bi annually			X			
Prosecutions and Enforcement	As Required		X			X	
Notes and Notebooks	As Required	X	X	X	X	X	
Gathering Evidence	As Required		X	X		X	
Preparing Briefs	As Required	X	X	X	X	X	
Ethics and Professional Conduct	As Need Identified	X	X	X		X	X

Subject	Frequency	Officer 1	Officer 2	Officer 3	Officer 4	Officer 5	Officer 6 (Casual)
Conflict Mgt	As Need Identified		X			X	
EEO, Anti Bullying, Harassment and Discrimination	Annually	X	X	X	X	X	
Emergency Management	Annually	X	X		X	X	X
4x4 Operation & Recovery	As Required	X	X	X		X	X
Domestic Violence and Local Laws	Annually			X	X		X
Statements of Evidence	As Required	X		X			
Organisation Specific Training	As Required	X	X	X	X	X	X

2.3 Planned Training

WSC is committed to providing ongoing training and professional development opportunities for its Local Laws staff. A staff development and training plan is developed annually, in consultation with individual staff and the Organisation's Staff Development Officer. The Local Laws Officers Annual Training Plan is maintained by the Coordinator Local Laws.

2.4 Our Plans

Objective 1: To maintain a trained and experienced workforce by developing and maintaining individual training, professional development and performance plans for all Local Laws Officers.

Activity	Frequency	Evaluation
1) Conduct individual performance and development plans, identifying any training or development requirements	Annually, with six monthly reviews	Completion of individual performance and development plans, submitted to Manager Municipal Services
2) Develop and maintain the annual Local Laws Staff training and development plan	Annually	Plan developed and submitted to Staff Development Officer
3) Hold monthly Local Laws team meetings in order to encourage a consistent and professional approach to animal management matters	As required	Minutes recorded and forwarded to Local Laws team

2.5 June 2014 Review

- Individual performance and development plans completed;
- Annual training plan completed;
- Regular staff meetings conducted and minuted.

3 Registration and Identification

3.1 Current Situation

Domestic animal registrations and registration renewals are conducted by WSC in accordance with Part 2 of the *Domestic Animals Act 1994*.

- Estimated number of dogs: 11,911
- Registered dogs: 8,513
- Estimated number of cats: 7,903
- Registered cats: 2,027

Our data indicates a relatively high compliance rate with dog registration (71.5%) compared with the estimated number of dogs throughout the Shire. However an area of concern is the relatively low number of cats registered (25.6%) against the estimated number throughout the Shire.

3.2 Policies/Procedures

- Legislative: *Domestic Animals Act 1994*, Part 2
Domestic Animals Regulations 2005
- Local Law: Local Law 4: 2011, Environment 7.1: Keeping of Animals
- Strategies: Council Plan 2013-2017 Part 7: Community Wellbeing
- Procedures: Domestic Animal Registration/Re-registration Procedure
Impounding of Unregistered Cats and Dogs Procedure
Release of Impounded Animals to Identified Owners Procedure
Wellington Shire Council Offence Management Guideline, section 3: Options for Council Local Laws Officers
Wellington Shire Council Municipal Animal Emergency Plan
- Other: Service delivery contract between Wellington Shire Council and Victoria Animal Aid Trust (requirement that all animals are registered before leaving pound)
Maintenance of Council animal registration database

3.3 Current Educational/Promotional Activities

- Annual microchipping days, in partnership with Animal Aid Gippsland and local vets
- Microchipping and Registration information promoted on Council website
- Animal registration notices sent to pet owners early March
- Availability of payment plans for pet owners suffering financial hardship
- Regular media releases regarding the importance of registration
- Good news stories about owners reunited with their pets due to registration
- Responsible pet ownership pamphlet drops in identified areas of concern
- Local Laws Officer talks in schools and TAFEs



3.4 Current Compliance Activities

- Annual registration process
- Follow-up on pets not re-registered and registration documents returned to sender
- Follow-up on notifications of pets sold/rehoused
- Door knocks in areas identified via the customer complaint system
- Joint operations with Police, Sheriff's Office and DHS in areas known for non-compliance
- Impounding of unregistered and wandering cats and dogs
- No impounded animal leaves the pound unregistered or without a microchip
- Registration checkpoints in popular dog walking areas
- Seven day notices to comply (NTC) for minor breaches
- Infringement notices issued where NTC is ignored or for serious breaches (more than one pet unregistered)
- Prosecution in Magistrates Court for unpaid infringements
- Unannounced inspections of Domestic Animal Businesses to ensure compliance with registration and code of practice requirements

3.5 Our Plans

Objective 2: To increase the number of pet registrations within Wellington Shire each year for the duration of this plan, paying particular attention to increasing compliance amongst cat owners.

Activity	Frequency	Evaluation
4) Investigate lifetime registrations for cats and dogs	By August 2014	Feasibility study completed and recommendations tabled
5) Continue to promote responsible pet ownership through the media, with an emphasis on microchipping/registering cats	Quarterly	At least one responsible pet ownership article released to media quarterly, as indicated in media plan
6) Conduct targeted door knocks in areas where high levels of non-compliance are noted	As required, commencing mid April each year	Door knocks completed and recorded
7) Conduct registration spot checks in areas popular with dog walkers	As required, April/May each year	Spot checks completed and recorded
8) Follow up on lapsed registrations	From mid April yearly	Follow ups completed and recorded
9) Follow up on change of ownership notifications	As required	Follow ups completed and recorded

3.6 June 2014 Review

- Media article "What does my Registration Fee Pay For?" released Feb 2014
- Good news story about dog and owner reunited due to registration details. Picked up by ABC, WIN and local media March 2014
- Annual pet re-registration program conducted April 2014
- Letter box brochure drops conducted in Yarram and Maffra, March 2014
- Door knock conducted in Yarram (22.4.14)
- Door knock conducted in Maffra (12.5.14)
- Change of ownership notifications followed up to ensure registration
- Registration documents returned to sender are followed up to ensure accuracy of contact information and to confirm need to register
- Lapsed registrations follow up (2014-2015 registration year)
- 124 Notices to Comply issued for unregistered dogs during 2013-2014 registration year
- 98 Infringement Notices issued for unregistered dogs/cats during 2013-2014 registration year



- 8 successful prosecutions in Sale Magistrates' Court for failing to register cat/dog during 2013-2014 registration year
- Registration numbers remain relatively static (Dogs 8,458, Cats 1,886)

4 Nuisance Pets

4.1 Current Situation

During 2012, Local Laws Officers responded to:

- 187 cat complaints
- 498 dog complaints

Complaints can be broadly categorised as follows:

- wandering/stray dogs/cats
- feral cats
- excess pets kept on premises
- barking dogs
- dogs walked without leads
- dog poo
- abandoned dogs
- aggressive dogs
- unregistered cats/dogs

4.2 Policies/Procedures

Legislative:	<i>Domestic Animals Act 1994, Part 3</i> <i>Domestic Animals Regulations 2005</i> <i>Prevention of Cruelty to Animals Act 1986</i>
Local Laws:	Local Law 4: 2011, Environment 7.1: Keeping of Animals Local Law 4: 2011, Environment 7.2: Litters of Animals Local Law 4: 2011, Environment 7.3: Animal Shelters Local Law 4: 2011, Environment 7.4: Animal Excrement Local Law 4: 2011, Environment 7.5: Control of Noise
Orders:	Wellington Shire Council Dog on Lead Areas (<i>refer attachment 1</i>)
Strategies:	Council Plan 2013-2017 Part 7; Community Wellbeing
Procedures:	Impounding of Stray Animals Procedure Nuisance Enforcement Manual for Dogs and Cats Feral Cat Trap Hire Procedure Responding to After Hours Animal Complaints Procedure Wellington Shire Council Offence Management Guideline, section 3: Options for Council Local Laws Officers
Other:	Service delivery contract between Wellington Shire Council and Victoria Animal Aid Trust (Requirement to care for and release impounded and seized animals in accordance with legislation)

4.3 Current Educational/Promotional Activities

- Dog on lead/doggy poo signage in popular dog walking areas/parks
- Dog poo bag dispensers in parks and popular areas
- Desexing voucher scheme, in partnership with RSPCA and local vets (Yearly)
- "Doggy doo" and "Barking Dog" media releases
- Responsible pet ownership brochures sent with registration reminder notices
- Provision of advice/assistance to barking dog owners by Local Laws staff
- Use of the website as an education and information medium



4.4 Current Compliance Activities

- All nuisance complaints recorded and investigated
- Feral/trespassing cat trapping program available to residents
- Wandering cats/dogs uplifted by Local Laws staff and impounded if necessary
- Infringement notices issued to owners of repeatedly wandering pets
- Unannounced inspections of properties that have been identified as having numerous and ongoing barking complaints
- Follow-up visits with owners who have been identified as struggling to manage their pets

4.5 Summary of Current Situation

WSC recognises that nuisance dogs have the potential to cause friction between neighbours, particularly if not responded to in a timely and effective manner. Local Laws staff work closely with both complainants and owners of barking dogs to ensure a lasting resolution by encouraging constructive communication between both parties. Owners may not be aware of any issues with their dogs barking, as it may only happen when they are not present. Council has a number of instructional documents available to assist owners of barking dogs. If both parties are unable to communicate, Council has procedures for monitoring and if necessary prosecuting nuisance dog owners.

Local Laws staff have adopted a three stage approach to wandering/at large cats/dogs, in an effort to engage, educate and if necessary enforce to encourage responsible pet ownership.

1. If the animal is registered and has no previous history of being at large, the animal will be returned to the owner where possible.
2. If the animal is registered and there is one previous incident of being at large, the animal will be returned to the owner and a verbal or written warning will be issued.
3. If the animal is registered and there is a history of being at large more than twice previously, the animal will be taken directly to the pound and an infringement notice will be served on the owner.

4.6 Our Plans

Objective 3: To encourage responsible pet ownership compliance throughout the Shire by responding to, investigating and acting on animal nuisance and noise complaints in a timely and effective manner.

Activity	Frequency	Evaluation
10) Work closely with owners of nuisance/barking dogs to ensure a lasting solution to issues.	As required	Review on a case-by-case basis
11) Publish quarterly media articles regarding responsible pet ownership	Quarterly	At least one responsible pet ownership article released to media quarterly as indicated in media plan
12) Ensure 'doggy doo' bag dispensers are maintained and stocked	As required	Regular inspections to ensure dispensers are serviceable and stocked with plastic bags
13) Maintain feral/trespassing cat trap service to residents	Ongoing	Adequate stock of traps Booking system maintained Program advertised on website
14) Responsible pet ownership brochures are readily available and provided when required	Annually	Ensure sufficient stock is ordered from DEPI annually



4.7 June 2014 Review

- Responsible pet ownership articles published ("Pick up after your dog" April 2014, "Wandering cats" Feb 2014)
- Letter/booklet drops in identified problem areas (wandering dogs)
- 6 new doggy doo dispensers received, to be installed at Lake Guthridge
- Feral cat trap program continues
- 500 "Are you a dog owner" booklets ordered and received
- 500 "Are you a cat owner" booklets ordered and received
- 200 "How to build cat enclosure" booklets ordered and received

5 Dog Attacks

5.1 Current Situation

During 2012, thirty dog attack complaints were received, as follows:

Type	Serious	Non Serious
Dog vs. Animal	4	11
Dog vs. Person	0	7
Dog Rush		6
Aggressive Behaviour		6

Four matters were prosecuted and three dogs were declared dangerous as a result of investigations.

5.2 Policies/Procedures

Legislative: *Domestic Animals Act 1994*, Division 2
 Local Laws: Local Law 4: 2011, Environment 7.1: Keeping of Animals
 Orders: Wellington Shire Council Dog on Lead Areas
 Strategies: Council Plan 2013-2017 Part 7: Community Wellbeing
 Procedures: Responding to After Hours Animal Complaints Procedure
 Wellington Shire Council Offence Management Guideline, section 3: Options for Council Local Laws Officers
 Dangerous/Menacing Dog Declaration Procedure
 Search Warrants and Seizures Procedures
 Other: Service delivery contract between Wellington Shire Council and Victoria Animal Aid Trust (requirement to care for seized dogs).

5.3 Current Educational/Promotional Activities

- Regular media articles relating to responsible pet ownership
- Media releases of successful prosecutions
- Responsible pet ownership booklets issued to new pet owners who adopt from the pound
- Reduced registration fees for desexed dogs
- Deliver talks to TAFE students regarding safety around dogs
- Signage prominently displayed in dogs on leash areas
- DEPI pamphlets 'How to Prevent Dog Attacks in the Home' and 'Safety with Children' distributed via letter drops to high risk areas

5.4 Current Compliance Activities

- 24 hour response to dog attack complaints
- Dogs involved in serious attacks seized, if necessary with search warrant
- All reported attacks thoroughly investigated and if necessary prosecuted
- Dogs involved in non-serious attacks declared menacing or dangerous as required
- Temperament testing of all impounded dogs prior to rehoming
- Regular patrols of areas identified as having a high incidence of wandering dogs

5.5 Summary of Current Situation

WSC responds to dog attack complaints as a matter of priority. The majority of complaints received, while not considered serious, were responded to and investigated in accordance with the WSC Customer Service Charter.

Two dog attack matters were successfully prosecuted in the Magistrates' Court and four dogs involved in non-serious attacks were declared either menacing or dangerous. The majority of dogs involved in attacks were voluntarily surrendered to Council Officers or euthanised by their owners.

5.6 Our Plans

Objective 4: Reduce the number of serious and non-serious dog attack incidents on both people and other animals by encouraging responsible pet ownership, increasing safety awareness around dogs and enforcing legislation.

Activity	Frequency	Evaluation
15) Thoroughly investigate and if necessary prosecute reports of dog attacks	As required	Outcomes of all investigations recorded on Council's information system
16) Promote safety around dogs on the Council website	Ongoing	Safety around dogs and how to report dog attack information published on website
17) Utilise DEPI Declared Dog Registry to identify menacing/dangerous/restricted breed dogs	As required	Details regularly audited and updated as required
18) Media releases of successful dog attack prosecutions	Ongoing	Media articles published in local newspapers
19) Continue to provide talks regarding dog safety with TAFE students undertaking animal management studies	Annually	Staff member presents safety around dogs talk annually
20) Maintain accurate records of dogs suspected/involved in attacks	Ongoing	6 monthly reports via Local Government Reporting Framework
21) Work closely with other agencies such as VicPol and RSPCA to identify and respond to reports of neglected dogs, which could lead to more serious incidents, such as attacks	As required	Combined operations with RSPCA and VicPol conducted

5.7 June 2014 Review

- Twenty eight dog attack reports received 2013-2014 financial year
- All dog attack reports investigated and finalised
- Successful serious dog attack prosecution at Sale Magistrates' Court in April 2014
- Safety around animals talk delivered to TAFE students undertaking animal management studies, February 2014
- Four dogs declared menacing/dangerous and Declared Dog Registry updated accordingly.
- Combined operation with Victoria Police and RSPCA targeting stolen/unregistered/aggressive dogs conducted May 2013.

6 Dangerous, Menacing and Restricted Breed Dogs

6.1 Current Situation

WSC actively identifies and manages declared dogs, in accordance with Division 3, 3A and 3B of the *Domestic Animals Act 1994*.

Current records identify the following declared dogs:

- Dangerous (Guard Dog) 1
- Declared Dangerous 4
- Declared Menacing 1
- Restricted Breed 3 (2 since euthanased, 1 listed as missing)

A register of declared dogs is maintained by Council. Annual and unannounced visits are conducted by Authorised Officers to ensure compliance with legislated requirements for the keeping of declared dogs. Non-compliance is dealt with swiftly. If necessary the dogs are seized and the appropriate legal action is taken.

6.2 Policies/Procedures

- Legislative: *Domestic Animals Act 1994*, Division 3, 3A, 3B
Domestic Animals Regulations 2005
- Local Law: Local Law 4; 2011, Environment 7.1: Keeping of Animals
- Strategies: Council Plan 2013-2017 Part 7; Community Wellbeing
- Procedures: Responding to After Hours Animal Complaints Procedure
Wellington Shire Council Offence Management Guideline, section 3: Options for Council Local Laws Officers
Dangerous/Menacing Dog Declaration Procedure
Search Warrants and Seizures Procedures
- Other: Service delivery contract between Wellington Shire Council and Victoria Animal Aid Trust (Requirement to care for seized dogs)
Maintenance of Council animal registration database
DEPI Vic BARK mobile phone application
Standard for Restricted Breed Dogs in Victoria

6.3 Current Educational/Promotional Activities

- All owners of declared menacing or dangerous dogs are provided information on their legislative obligations.
- Information on reporting or identifying dangerous dogs is available at Council service centres.
- Owners of guard dogs are identified and advised of their legislative responsibilities

6.4 Current Compliance Activities

- Respond to complaints of dangerous/aggressive/attacking dogs, and if necessary initiate declaration process.
- Follow up inspections and advice to owners of dogs that have been declared dangerous in order to ensure legislative compliance.
- Annual inspections of all properties where dangerous/guard dogs are housed, to ensure legislative compliance.
- Ensure all declared dogs details are accurately recorded on the Victorian Dangerous Dog Register
- Ensure all declared dog details are accurately recorded on the Council's domestic animal database.



6.5 Summary of Current Situation

In each instance where Council considers declaring a dog either dangerous or menacing, consultation occurs between the owner of the dog, the Local Laws Officer involved and the Manager Municipal Services to ensure procedural fairness. A comprehensive report which:

- summarises the incident;
- calculates the nature and seriousness of the threat to public safety;
- summarises any previous history of offences by the dog (or owner);
- notes the outcome of a Vet assessment of the dog's temperament (aggression test);
- lists any other relevant information;

is compiled and reviewed prior to any decision being made.

The relatively small number of declared dogs within the Shire ensures a high level of oversight by Local Laws staff. All declared dogs are inspected at least annually. Unannounced inspections occur if there is any concern that legislative responsibilities are not being complied with.

6.6 Our Plans

Objective 5: Maintain continued compliance with legislation relating to declared and restricted breed dogs

Activity	Frequency	Evaluation
22) Continue to inspect properties where declared dangerous/guard dogs are housed	Annually	Reported annually in DAM Plan
23) Continue to attend industry information sessions on restricted breed/dangerous dogs	As available	Recorded in individual staff training records
24) Maintain the Victorian Declared Dogs Registry by providing timely and accurate information	As required	Regular audits of information contained in the registry by Coordinator Local Laws.

6.7 June 2014 Review

- Current Status: 1 guard dog, 1 menacing dog, 4 dangerous dogs and 1 restricted breed dog (missing) currently recorded
- All properties where declared dogs housed inspected (April 2014)
- One matter of non-compliance successfully prosecuted in Sale Magistrates' Court (March 2014)
- Victorian Declared Dog Registry audit conducted May 2014, information correct.

7 Overpopulation and High Euthanasia Rates

7.1 Current Situation

In April 2010, WSC entered into an agreement with Victorian Animal Aid Trust (Animal Aid) for the provision of its pound and animal shelter services.

The agreement requires Animal Aid to comply with the Code of Practice for the Management of Dogs and Cats in Shelters and Pounds. Six monthly audits are conducted by Council staff to ensure compliance with the service specification audit and to ensure all animals are treated humanely, with particular regard to health and welfare matters.

7.2 Policies/Procedures

Legislative:	<i>Domestic Animals Act 1994,</i> <i>Code of Practice for the Management of Dogs and Cats in Shelters and Pounds</i>
Local Law:	Local Law 4: 2011, Environment 7.1: Keeping of Animals Local Law 4: 2011, Environment 7.2: Litters of Animals
Strategies:	Council Plan 2013-2017 Part 7; Community Wellbeing
Procedures:	Impounding of Unregistered Cats and Dogs Procedure Pet Surrender process Feral Cat Trap Hire Procedure Responding to After Hours Animal Complaints Procedure
Other:	Service delivery contract between Wellington Shire Council and Victoria Animal Aid Trust (Requirement to care for/rehouse impounded animals)

7.3 Current Educational/Promotional Activities

- Weekly 'Pet of the Week' advertisement placed in local newspapers
- Responsible pet ownership material provided to new pet owners
- Feral cat trapping program
- Desexing voucher scheme, in partnership with RSPCA and local vets (Yearly)
- Cats/dogs for adoption are placed on the website.
- A rolling slideshow of impounded animals that are available for adoption is displayed at the front counter at the Sale Service Centre
- All impounded/surrendered animals desexed before adoption.

7.4 Current Compliance Activities

- Respond to and investigate complaints of excessive animals on properties
- Investigate reports of unregistered cat/dog breeders
- Work closely with social agencies to assist cat 'hoarders'
- Facilitate feral cat trapping programs in identified areas
- Impound wandering cats/dogs with a view to rehousing if owners not located

7.5 Summary of Current Situation

Through Animal Aids local presence and their Coldstream animal shelter, impounded and surrendered pets have an increased opportunity of successful rehousing. Of the 538 dogs impounded in 2012, 82% were successfully returned to their owners or rehoused. Of the 332 cats impounded during the same period, 71% were successfully returned to their owners or rehoused. These figures indicate a successful partnership between Animal Aid and Wellington Shire Council. However both parties recognise there is still work to do.



7.6 Our Plans

Objective 6: Reduce the feral cat population and euthanasia rates of unwanted cats and dogs by raising public awareness of the associated issues

Activity	Frequency	Evaluation
25) Actively promote Animal Aid pet adoption program through council website and local media	Weekly	Pet of the week published weekly in Wellington News
26) Promote responsible pet ownership, particularly keeping pets at home at night	Quarterly	At least one responsible pet ownership article released to media quarterly, as indicated in media plan
27) In partnership with RSPCA and local vets, conduct desexing voucher scheme for those in financial need	Annually	Desexing scheme promoted and conducted
28) Annual DAB Inspections of the Pound conducted by either Council or DEPI staff	Annually	Audit completed and submitted to Manager Municipal Services
29) Continue to audit service specification requirement of contract between Animal Aid and Council	Six monthly	Audit completed and submitted to Manager Municipal Services
30) Continue with feral cat trap program in identified areas	As required	Reduced number of complaints in affected areas

7.7 June 2014 Review

- Annual DAB inspection of pound and animal shelter conducted by DEPI staff, April 2014
- Six monthly audits of service specification requirement conducted and submitted according to schedule.
- 'Pet of the Week' continues to be published weekly
- Pet adoption program promoted on Council's website, call waiting service, rolling slideshow at Sale Service Centre and regular media articles.
- Cat trapping program has seen a reduction of feral cats in the Seaspray/Ninety Mile Beach area
- In partnership with RSPCA, 100 cat desexing vouchers issued 2013, 75 in 2014.

8 Domestic Animal Businesses

8.1 Current Situation

WSC currently has 30 Domestic Animal Businesses (DABs) registered within the Shire, as follows:

Type	Number
Boarding Establishment	8
Pound/Shelter	2*
Breeder/Rearer	18
Pet Shop	2

* RSPCA Shelter since closed

All registered DABs are inspected annually for compliance with the relevant Code of Practice. Continued registration as a DAB is conditional on compliance with the relevant Code. Breaches of the Code are dealt with by way of notices to comply and work schedules. Continued major breaches are dealt with by way of prosecution and refusal to re-register.

8.2 Policies/Procedures

- Legislative: *Domestic Animals Act 1994,*
Planning and Environment Act 1987
Code of Practice for the Management of Dogs and Cats in Shelters and Pounds
Code of Practice for the Operation of Boarding Establishments
Code of Practice for the Operation of Pet Shops
Code of Practice for the Operation of Breeding and Rearing Establishments
Applicable Organisations
- Local Law: Local Law 4: 2011, Environment 7.1: Keeping of Animals
Local Law 4: 2011, Environment 7.3: Animal Shelters
Local Law 4: 2011, Environment 7.2: Litters of Animals
- Strategies: Council Plan 2013-2017 Part 7; Community Wellbeing
- Procedures: Annual DAB Inspection Program
Wellington Shire Council Offence Management Guideline, section 3: Options for Council Local Laws Officers

8.3 Current Educational/Promotional Activities

- Inclusion of all DAB proprietors in the consultation process for this plan
- Regular interaction and communication with DAB proprietors in order to obtain/maintain positive working relationships
- Promotion of DEPI DAB publications and website resources
- Provision of advice relating to legislative requirements to DAB proprietors

8.4 Current Compliance Activities

- Initial and annual registration
- Annual and if necessary unannounced inspections of all DAB's, to determine compliance with the relevant Code of Practice
- Follow-up of identified instances of non compliance, including notices to comply and if necessary suspension of registration and prosecution
- Regular monitoring of internet pet for sale sites (such as dogsonline and facebook) to identify any unregistered DAB's that may be operating within the Shire

- Combined operations with RSPCA and Victoria Police where illegal activities are reported/suspected

8.5 Summary of Current Situation

A priority of Local Laws staff is to achieve compliance and ensure the welfare of the animals in their care. This is achieved through maintaining a positive relationship with DAB proprietors, in an effort to ensure open and transparent communications and interactions.

All complaints relating to DAB's are investigated, regardless of the source. Apart from anonymous complaints, all complainants are contacted and advised of any action taken in response to their concerns.

8.6 Our Plans

Objective 7: To ensure Domestic Animal Businesses within the Shire are identified and regulated in accordance with the Domestic Animals Act 1994 and relevant codes of Practice

Activity	Frequency	Evaluation
31) Attend DEPI animal management seminars in order to remain conversant with updated legislation relating to DAB's	As required	Seminars attended by Local Laws staff and recorded in individual training records
32) Investigate all complaints of illegal pet breeding establishments	Ongoing	All complaints and responses recorded on Council's electronic record management system
33) Maintain an accurate register of all DAB's within the Shire	Ongoing	DAB Register (LL25) periodically audited to ensure accuracy
34) Maintain an inspection schedule to ensure all registered DAB's are inspected at least annually	Ongoing	Inspection schedules and subsequent audits recorded on Council's electronic record management system
35) Conduct unannounced inspections of premises in response to complaints/concerns from members of the public	As required	All complaints and responses recorded on Council's electronic record management system

8.7 June 2014 Review

- April 2013: Successful prosecution of DAB for failing to register dogs, as required. \$7500 fine
- July 2013: Combined operation with RSPCA targeting suspected unregistered breeding establishments
- March 2014: Four staff attended the DEPI seminar on proposed changes to the Code of Practice for Breeding and Rearing Establishments
- March-April 2014: All DAB's inspected. Working with some establishments to correct minor non-compliances

9 Animals in Emergencies

9.1 Current Situation

WSC has recently been impacted by major floods and fires, which have had a devastating effect on the environment, property, the wellbeing of residents and their animals.

The welfare of animals can be a deciding factor for people in making decisions about their personal welfare, including evacuating a threatened property or seeking emergency shelter.

Animal owners and carers have the ultimate 'duty of care' to plan and provide for the needs of animals in their care. However as recently witnessed, a number of organisations and groups share animal welfare responsibility and together have an enormous capacity and willingness to assist affected people and attend to the needs of impacted animals.

WSC is responsible for the coordination, provision and operation of emergency relief centres and by doing so is also responsible for the coordination and provision of safe refuges for affected animals and the management of animal welfare at its relief centres.

9.2 Policies/Procedures

Legislative: *Emergency Management Act 1986*
Strategies: Council Plan 2013-2017 Part 7; Community Wellbeing
Procedures: WSC Municipal Emergency Management Plan
WSC Emergency Animal Welfare Plan
Other: Emergency Management Manual Victoria
Victorian Emergency Animal Welfare Plan (DEPI)
Guidelines for Managing Animals at Emergency Relief Centres, Assembly
Area or Other Places of Emergency Shelter (DEPI)

9.3 Current Educational/Promotional Activities

- Emergency information available on Council's website
- Copies of Emergency Animal Welfare Plan issued to DEPI and Animal Aid Gippsland
- Annual emergency management refresher training to Local Laws staff

9.4 Current Compliance Activities

- Annual review of manual, ensuring information and contact details are current
- Equipment for identified safe refuges, such as cages, bedding, food, bowls, logs, identification tags etc available for deployment at short notice.

9.5 Summary of Current Situation

In January 2013 WSC experienced a devastating bush fire which affected a large number of pet, bird, horse and livestock owners. Providing safe refuge for animals allowed the owners to cope with the incident, knowing their animals were safe and cared for. Although well managed at the time, the incident was the catalyst for the formal development of the WSC Emergency Animal Welfare Plan.

9.6 Our Plans

Objective 8: To remain in a state of constant readiness in order to respond rapidly and appropriately to any emergency involving people, their pets and animals

Activity	Frequency	Evaluation
36) Conduct annual audits of the Emergency Animal Welfare Plan in order to ensure information and contact details are current	Annually	WSC Emergency Animal Welfare Plan is current and correct
37) Ensure sufficient emergency response equipment is available for short notice deployment	6 monthly	Stock take of equipment is conducted and recorded
38) Conduct annual inspections of safe refuges to ensure they are suitable for temporary accommodation of pets/animals	Annually	Refuges are inspected and the results recorded

9.7 June 2014 Review

- WSC Emergency Animal Welfare Plan reviewed and correct
- Emergency response equipment checked and correct
- Safe refuge inspections conducted May 2014

10 Review of Domestic Animal Management Plan

10.1 Current Situation

Section 68A (1) of the *Domestic Animal Act 1994* requires every Council to prepare a domestic animal management plan every four years.

The current plan was adopted by Council on 4 June 2013, prior to submission to DEPI.

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

- (a) Review its domestic animal management plan annually and, if appropriate amend the plan;
- (b) Provide the Secretary with a copy of the plan and any amendments to the plan;
- (c) Publish an evaluation of its implementation of the plan in its annual report.

The annual review of the plan is due to be submitted to the DEPI by 30 June 2014.

10.2 Policies/Procedures

Legislative: *Domestic Animals Act 1994, section 68A*

10.3 Our Plans

Objective 9: To maintain compliance with the requirements of section 68A of the Domestic Animals Act 1994 by conducting annual and four yearly reviews of Council's Domestic Animal Management Plan

Activity	Frequency	Evaluation
39) Prepare a domestic animal management plan every four years	Four yearly	Compliance with section 68A (1) of the DAA 1994. Plan submitted to Secretary DEPI
40) Conduct annual reviews of the domestic animal management plan	Annually	Compliance with section 68A (3) of the DAA 1994. Review submitted to Secretary DEPI
41) Publish an evaluation of the implementation of the plan in Council's annual report	Annually	Compliance with section 68A (3) of the DAA 1994. Evaluation published in annual report.

10.4 June 2014 Review

- Document reviewed and forwarded to DEPI for informal feedback
- Positive feedback received from DEPI
- Forwarded to Council for endorsement.

ATTACHMENT 1 TO**DAM PLAN****DOGS ON LEAD**

All dogs are required to be placed on a lead at all times in the following areas, unless otherwise specified

Map	Area	Maintain	New	Remove
	Sale			
1.	Sale Pedestrian Mall	✓		
2.	Raymond Street (between Stawell & Foster Streets)	✓		
3.	Cunninghame Street (between Reeve & York Streets)	✓		
4.	Macarthur Street (between Reeve & York Streets)	✓		
5.	Macalister Street (between Reeve & York Streets)	✓		
6.	York Street (between Foster & Stawell Streets)	✓		
7.	Adventure Playground/Fauna Park Area (Guthridge Parade)	✓		
8.	Little Athletics Ground/Playground Area, McLachlan Street	✓		
9.	Market Areas A & B, Port of Sale (During Market operational times only)	✓		
10.	Lake Guthridge & Guyatt Walking Tracks (Flora & fauna risk)	✓		
	Maffra			
11.	Johnson Street (between Foster & McMillan Streets)	✓		
12.	Fred Drury Park (Carpenter Street)	✓		
13.	Lions Park Playground Area (Johnson Street road reserve)	✓		
14.	Macalister Swamp Reserve Area (Flora & fauna risk)	✓		
	Stratford			
15.	Apex Park (Princes Highway)	✓		
16.	Memorial Park (Princes Highway)	✓		
	Heyfield			
17.	George Street	✓		
18.	Temple Street	✓		
19.	Apex Park (George Street)	✓		
20.	Lions Park	✓		
21.	Rotary Park	✓		
	Cowwarr			
22.	Lions Park (Cricket Street)	✓		
	Yarram			
23.	Commercial Road (between James St and Church Rd)	✓		
24.	Yarram North Recreation Reserve	✓		
25.	Devon North Recreation Reserve	✓		
26.	Yarram Memorial Playground	✓		
27.	Playground Area (James Street)	✓		
28.	Playground Area (Walpole Court)	✓		
	Port Albert			
29.	Rutter Park	✓		
	Woodside Beach			
30.	Playground Area	✓		

Map	Area	Maintain	New	Remove
	Seaspray			
31.	Seaspray Foreshore Playground (Northwest below the Surf Life Saving Club)	√		
38.	Children's Playground (area between Buckley, Bearup, Lyons & Buchan Streets)		√	
	Rosedale			
32.	Prince Street	√		
33.	Lyons Street Playground Area (deleted)			√
39.	Prince Street Reserve, Rosedale		√	
40.	Edward Crooke Reserve, Rosedale (west of Neighbourhood House)		√	
	Loch Sport			
34.	Foreshore Lions Park and Playground Area	√		
	Golden Beach			
35.	Golden Beach/Paradise Beach Community Centre Playground Area	√		
	Briargolong			
36.	Recreational Reserve (during market operational times)	√		
	Yarram			
37.	Wet Lands Reserve		√	

[illegible]

Map 7: Adventure Playground Fauna Park Guthridge Parade Sale



Map 8. Little Athletics Ground/Playground Area

McLachlan Street, Sale



Map 9A: Market Area A Port of Sale



Map 9B: Market Area B Port of Sale



Map 10: Lake Guthridge and Lake Guyatt & Environs Sale



Map 11: Johnson Street Maffra



Map 12: Fred Drury Park – Carpenter St Maffra



Map 13: Lions Park Maffra



Map 14: Macalister Swamp Reserve Area Maffra



Map 15: Apex Park (Tyers St/Princes Highway) Stratford



Map 16: Memorial Park Stratford



Map 17: George Street Heyfield



Map 18: Temple Street Heyfield



Maps 19, 20, 21: Apex Park, Lions Park & Rotary Park Heyfield



Map 22: Lions Park Cowwarr



Map 23: Commercial Road Yarram



Map 24: Yarram North Recreation Reserve



Map 25: Devon North Recreation Reserve



Map 26: Memorial Park Yarram



Map 27: James Street Yarram



Map 28: Playground Area (Walpole Court) Yarram



Map 29: Rutter Park Port Albert



Map 30: Playground Area (Woodside Beach)



Map 31: Seaspray Children's Playground



Map 32: Prince Street Rosedale



Map 33: Lyons Street Playground Area – Rosedale

The map shows an aerial view of a residential area in Rosedale. A yellow outline highlights a specific area of interest, which appears to be a playground or open space. The map includes various lot numbers (e.g., CP100135, P83131, P83132, P83133, P83134, P83135, P83136, P83137, P83138, P83139, P83140, P83141, P83142, P83143, P83144, P83145, P83146, P83147, P83148, P83149, P83150, P83151, P83152, P83153, P83154, P83155, P83156, P83157, P83158, P83159, P83160, P83161, P83162, P83163, P83164, P83165, P83166, P83167, P83168, P83169, P83170, P83171, P83172, P83173, P83174, P83175, P83176, P83177, P83178, P83179, P83180, P83181, P83182, P83183, P83184, P83185, P83186, P83187, P83188, P83189, P83190, P83191, P83192, P83193, P83194, P83195, P83196, P83197, P83198, P83199, P83200) and street names (ST, NELSON). The map also shows various buildings, trees, and other features.

Map 34: Foreshore Lions Park and Playground area Loch Sport



Map 35: Golden Beach Paradise Beach Community Centre Playground Area



Map 36: Briagolong Recreation Reserve



Map 37: Yarram Wetlands Reserve



Map 38: Seaspray Children's Playground



Map 39: Prince Street Reserve Rosedale



Map 40: Edward Crook Reserve Rosedale





C4 - REPORT

GENERAL MANAGER BUILT & NATURAL ENVIRONMENT

ITEM C4.1**2013-056 CONTRACT COMMUNITY ENERGY EFFICIENCY PROGRAM STREET LIGHT CHANGEOVER PROJECT**

DIVISION: BUILT AND NATURAL ENVIRONMENT
ACTION OFFICER: MANAGER ASSETS AND PROJECTS
DATE: 17 JUNE 2014

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

OBJECTIVE

The objective of this report is for Council to consider the attached confidential report and approve the purchase of streetlights through the Municipal Association of Victoria (MAV) Procurement Tender.

The streetlights will be used for a bulk changeover of at least 2250, 80 watt mercury vapour streetlights throughout the Wellington Shire with a more energy efficient alternative.

BACKGROUND

Following the presentation of the Street Lighting Bulk Replacement Program business case to Council at a briefing on 4 December 2012, Wellington Shire Council applied for and was successful in obtaining funding from the Community Energy Efficiency Program to replace a minimum of 2250, 80 watt mercury vapour streetlights with a more energy efficient alternative.

This project aims to reduce energy use by over 654,506 kWh per annum as well as reducing greenhouse gas emissions by nearly 16,000 tonnes over 20 years.

The MAV invited tenders for the provision of approved energy efficient street lighting luminaires and associated photo electric cells in September 2012 on behalf of 40 Victorian councils including Wellington Shire Council.

Prices were received and a panel of providers was accepted to supply various approved luminaires including Compact Fluorescent Lights (CFLs) and T5 Fluorescent Lights (T5) as well as Light Emitting Diode Lights (LED). In April 2014 SPAusnet approved specific LED streetlight for use on the unmetered public lighting network as a non standard light.

LED lights are typically more energy efficient than either the CFL or T5 alternatives, although the cost to procure the luminaire is more costly per unit.

In accordance with the requirements of the grant Wellington Shire Council produced a Project Plan and forwarded it to the Department of Industry in September 2013. Due to personnel and other changes at the Department of Industry final approval of the Project Plan was not received until 5 May 2014.

The Installation of the Street Lights is performed under a separate contract.

OPTIONS

Council has the following options:

1. To enter into a contract for the procurement of the streetlights as described; or
2. To not enter into a contract for the procurement of the streetlights as described.

PROPOSAL

That Council adopts the recommendations contained in the attached confidential Tender Evaluation Report for Contract 2013-056 CEEP Street Lighting Project.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

The funding allocation for the project is:

• Wellington Shire Council	\$453,319.00
• Department of Industry	\$390,094.00
Total	\$843,413.00

Funding for this project is included in the 2013/14 Capital Works Program as adopted by Council.

COMMUNICATION IMPACT

Residents and local communities will be kept informed in accordance with the approved Project Plan's Communication Plan and Strategy.

LEGISLATIVE IMPACT

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

COUNCIL POLICY IMPACT

Wellington Shire Council is committed to protecting and enhancing the environment having regard for the objective and goals outlined in Wellington 2030 and the Council Plan 2013-2017.

COUNCIL PLAN IMPACT

The Council Plan 2013–2017 Theme 3 Natural Environment states the following strategic objective and related strategy:

Strategy 3.2

"Demonstrate leadership in efficient energy use, waste and water management."

The Council Plan 2013–2017 Theme 4 Infrastructure states the following strategic objective and related strategy:

Strategy 4.2

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

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

RESOURCES AND STAFF IMPACT

The Assets & Projects Unit and the Natural Environment and Parks Unit will provide the staff and resources to manage this contract.

COMMUNITY IMPACT

There will be some short term impact on some properties as streetlights are changed over. The aim is to minimise this impact and ensure access to all properties/businesses is maintained during business hours.

The long term impact from this project will be to reduce the energy use and hence achieve cost reductions into the future as well as achieve a better environmental outcome.

ENVIRONMENTAL IMPACT

The proposed works will have minimal environmental impact during construction, with the Contractors complying with the Project Plan's Waste Management Plan, however there will be an ongoing positive impact with reduced energy consumption and hence significant reduction in greenhouse gas emissions.

CONSULTATION IMPACT

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

RISK MANAGEMENT IMPACT

The contractor engaged to perform the bulk street light changeover will be pre-qualified with SPAusnet to work on their street light network. All OH&S risks will be discussed with the contractor and allocated to the party in the best position to manage each risk.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That:

- 1. Council adopts the recommendations contained in the confidential Tender Evaluation Report at Item F1.2 of this Council Meeting Agenda for contract 2013-056 Community Energy Efficiency Program, Street Light Changeover Project; and***
- 2. The information contained in the confidential document Item F1.2 2013-056 Community Energy Efficiency Program Street Light Changeover Project of this Council meeting agenda be designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the General Manager Built & Natural Environment on 30 May 2014 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989: d) contractual matters; be designated confidential information under Section 77 Clause (2)(b) of the Local Government Act 1989, except that once this recommendation has been adopted the name of the successful tenderer can be made public.***



C5 - REPORT

GENERAL MANAGER LIVEABILITY



D. URGENT BUSINESS



E. FURTHER GALLERY AND CHAT ROOM COMMENTS



F. CONFIDENTIAL ATTACHMENT/S

F. CONFIDENTIAL ATTACHMENT/S



WELLINGTON
SHIRE COUNCIL

The Heart of Gippsland

**AUDIT COMMITTEE MEETING
23 MAY 2014**

On this 14th of May 2014, in accordance with Section 77 Clause (2)(c) of the *Local Government Act 1989*; I, Elizabeth Collins (Delegate) declare that the information contained in the attached document **WELLINGTON SHIRE COUNCIL AUDIT COMMITTEE - AGENDA** is confidential because it relates to the following grounds under Section 89(2) of the *Local Government Act 1989*:

- e) proposed developments
- f) legal advice
- h) any other matter which the Council or special committee considers would prejudice the Council or any person.

E. Collins

.....
General Manager Governance (Delegate)



ORDINARY COUNCIL MEETING 17 JUNE 2014

On this 30 day of May 2014, in accordance with Section 77 Clause (2) (c) of *the Local Government Act 1989*, I, Christopher Hastie General Manager Built and Natural Environment declare that the information contained in the attached document **2013-056 CONTRACT COMMUNITY ENERGY EFFICIENCY PROGRAM STREET LIGHT CHANGEOVER PROGRAM** is confidential because it relates to the following grounds under Section 89(2) of the *Local Government Act 1989*:

d) *contractual matters*

.....
General Manager Built and Natural Environment



G. IN CLOSED SESSION

G. IN CLOSED SESSION