



WELLINGTON
SHIRE COUNCIL

The Heart of Gippsland

COUNCIL MEETING AGENDA ORDINARY MEETING

Meeting to be held via Skype

Tuesday 15 December 2020, commencing at 6:00 PM

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

**ORDINARY MEETING OF COUNCIL
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COUNCIL MEETING INFORMATION

As the COVID-19 physical distancing requirements continue to remain in place, the “Minister’s Good Practice Guideline MGPG-1: Virtual Meetings”, issued by the Minister for Local Government, continue to apply. Pursuant to section 87 of the Local Government Act 2020, these guidelines ensure that local Government decision making can continue in line with COVID-19 requirements and further details can be found on the Local Government Victoria website.

These guidelines took effect from 1st May 2020 and will remain in place through to 26th April 2021.

While members of the public can no longer attend meetings in person, we have provided options for you to interact with us virtually via our Council Meetings page on the Wellington Shire Council Website. You are able to interact with Council in two ways:

- Email through a specific question or comment relating to a particular Council Agenda item no later than 1:00pm on the day of the Council Meeting; or*
- For general communication with Council, via the online webform early in the meeting to ensure that your submissions can be dealt with at the end of the meeting.*

While we maintain a different way of gathering, we thank you for your ongoing support and look forward to continuing this new way of keeping in touch with all of Wellington Shire.

ACKNOWLEDGEMENT OF COUNTRY

“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

1. APOLOGIES

2. DECLARATION OF CONFLICT/S OF INTEREST

3. CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETING/S

3.1. ADOPTION OF MINUTES OF PREVIOUS COUNCIL MEETING

ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES

PURPOSE

To adopt the minutes of the Ordinary Council Meeting of 1 December 2020.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council adopt the minutes and resolutions of the Ordinary Council Meeting of 1 December 2020.

CONFLICT OF INTEREST

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

4. BUSINESS ARISING FROM PREVIOUS MEETINGS

ACTION OFFICER: CHIEF EXECUTIVE OFFICER

ITEM	FROM MEETING	COMMENTS	ACTION BY
NIL			

5. ACCEPTANCE OF LATE AND URGENT ITEMS

NIL

6. NOTICE/S OF MOTION

7. RECEIVING OF PETITION OR JOINT LETTERS

7.1. OUTSTANDING PETITIONS

ACTION OFFICER: CHIEF EXECUTIVE OFFICER

ITEM	FROM MEETING	COMMENTS	ACTION BY
NIL			

7.2. RECEIPT OF PETITION: OBJECTION TO PLANNING PERMIT APPLICATION P388/2020

ACTION OFFICER: MANAGER LAND USE PLANNING

PURPOSE

To present Council with a petition raising objections to Planning Permit application reference number P388/2020 for the reasons as set out in the attached submission and signed petition.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council receive the attached petition raising objections to Planning Permit application reference number P388/2020 for the reasons as set out in the attached submission and signed petition.

BACKGROUND

Council has received a submission, including a signed petition, objecting to Planning Permit application reference number P388/2020. This permit relates to an application for the development and use of land located at 970 Heyfield-Seaton Road, Heyfield to breed and keep up to 40 dogs.

ATTACHMENTS

1. Council Submission [7.2.1 - 3 pages]
2. Signed Petition redacted [7.2.2 - 3 pages]
3. Signed Petition 2 redacted [7.2.3 - 1 page]

FINANCIAL IMPACT

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

COMMUNICATION IMPACT

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

LEGISLATIVE IMPACT

Rule 7.5(2) of Wellington Shire Council Governance Rules provides for petitions and joint letters:

“A petition or joint letter presented to the Council must lay on the table for a period determined by the Council but not exceeding the next two Council Meetings. No motion, other than to

receive the petition or joint letter may be accepted by the Chairperson, unless the Council unanimously agrees to deal with it earlier.”

COUNCIL POLICY IMPACT

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

COUNCIL PLAN IMPACT

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

RESOURCES AND STAFF IMPACT

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

COMMUNITY IMPACT

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

ENVIRONMENTAL IMPACT

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

ENGAGEMENT IMPACT

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

RISK MANAGEMENT IMPACT

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

Wellington Shire Council
C/O - Mr Francois Theron
Town Planner
P.O. Box 506,
SALE VIC 3850

Email: planning@wellington.vic.gov.au

30 November 2020

Dear Sir/Madam,

RE: NOTICE OF AN APPLICATION FOR A PLANNING PERMIT
PPTY: 970 HEYFIELD-SEATON ROAD, HEYFIELD
REFERENCE NUMBER: P388/2020

I refer to the above matter, and to my previous submission dated 25 October 2020. I confirm that I have not received a copy of the amended Notice of an Application for a Planning Permit to date as I was advised that I would do with the correct information inserted. Therefore, I wish to address the following concerns based on the incorrect Notice, given that the closing date is 30 November 2020.

Issues with the Application for a Planning Permit

1. Under Section 52 of the Planning and Environment Act 1987, it is Council's responsibility to give notice to owners and occupiers of allotments in the vicinity should Council believe that the approval of the application could cause material detriment to those people. Given that my property is only 750 meters as the crow flies from where the land affected by the application is located, I believe that Council has not fulfilled its requirements in this regard;
2. Further I note that I requested further information from Council as to the applicants details and for an ACN/ABN to be provided so that a search of the entity may be undertaken. To date this has also not been supplied.

Noise issues

3. It is documented that any one dog can bark at 100 decibels (this is equivalent to a single chainsaw made by just one dog). This one sound can travel up to 5 kms. Given that the application is for 40 dogs it would be safe to assume that the noise level would be up to 40 times greater than a single dog at the property. It is my view that this will detrimentally impact a much larger community than just the adjoining neighbours that Council thought fit to advise.
4. Every home owner or occupier is entitled to quiet enjoyment and given that in our community of Seaton we are unable to operate chainsaws, generators, farming equipment etc. outside the hours of Monday to Friday: 8:00 pm–7:00 am Weekends and public holidays: 8:00 pm–9:00 am to ensure quiet enjoyment is achieved, I would like to know how the applicant can ensure that the noise created by their dogs can be silenced to ensure that our Council's guidelines are adhered to.
5. If Council approves this permit Both the Dog and Cat Management Board and local councils also have the power to issue **Control (Barking Dog) Orders**. They can issue this order on their own initiative or on an application from someone, if satisfied that the dog is a nuisance

and has created noise by barking or otherwise in circumstances that would constitute an offence under s 45A(5). I would suggest that Council will receive many an application based on the noise level above which could all be avoided if the application is denied.

Livestock

6. A great majority of the Seaton Community have a wide range of livestock namely, cattle, sheep, pigs, geese, ducks, chickens, horses, donkeys, goats and the list goes on. Hounds are specifically bred to hunt down prey. As an owner of horses and other small livestock, should one of these hounds get loose of the kennel facilities, is the Melbourne Hunt Club going to provide their absolute certainty to all of the owners of livestock in Seaton that their animals will not be hunted down as prey. All of the abovementioned animals that belong to our farmers are all prey animals that have a flight instinct inbuilt from birth whereas Hounds are the predatory species.

I know without a shadow of a doubt that my otherwise docile, friendly and people loving horses if chased by a barking Hound that is biting at their heels would fence themselves out of fear, further if they were to escape their well fenced paddocks and get out on the main road causing a car accident that was to take a life, is Council willing to confirm with me that I would not be liable for my horse to be out on the road?. Would Council further not claim on my Public Liability Insurance and then following this would Council ensure that all Veterinary Care and payment were made by the Melbourne Hunt Club should an injury be inflicted as per the above scenario. This is just one scenario although I would be happy to submit plenty more Council request same.

I am sure following this, we will see the Melbourne Hunt Club claim that their dogs are highly trained and would never pose a threat to our communities livestock or pets, however given that the Melbourne Hunt Club has had to have dogs put down in the past following innocent peoples pets (who were being walked on a lead by their responsible owners) being killed by loose hounds from their old facility. We all have the right to feel safe in our community and approving this application will not ensure this for your current tax paying loyal property owners.

Back Creek

7. Given where the Kennels is to be located on the property there is a significant concern that there could be a serious contamination of Back Creek when water levels are high. Scientists have established the fact that the dog's gut harbors a particular type of bacteria known as the coliform bacteria. This bacterium includes the dreaded E. coli bacteria that cause symptoms of gastrointestinal disorders in humans and other animals and the faecal coliform bacteria. Dog faeces also contain strains of salmonella and giardia. Although certain strains of the E. coli bacteria benefit dogs as they prevent the formation of pathogenic bacteria in the intestine, some strains are known to cause hemolytic-uremic syndrome in humans and livestock. The Applicant may not be aware of the seasonal creek and its location, so it is up to Council to ensure that this is raised as a major concern for our wildlife and stock surrounding this water course. Further the faeces of 40 dogs will create a definite odour when passing the property.

Traffic

8. I believe that Council also needs to consider the traffic impact that granting this application would have on our rural roads. If the Melbourne Hunt Club and its members will be attending the property on a regular basis, this will increase the traffic significantly to our small farming community of Seaton. Given that our roads require constant maintenance by Council as it is, I would think that this increase in traffic would be something that would probably affect Council and it's budget more than it will the community in Seaton.

Straying of dogs

9. Given that the Application is to have breeding of these foxhounds as per the proposal of approximately 60% bitches and 40% dog foxhounds. Male dogs have excellent senses of smell and can sense an intact female in heat up to 5 kms away. Dogs have geographic territories, and they can generally detect any intact females within those boundaries. This being the case, everyone in the Seaton and Dawson Township that has an entire male pet or working dog will have consistent issues with their dogs as they will be able to scent these bitches on heat. Further should one of our Farmers dogs escape from their property in search of these hounds on heat should this be our current locals' problem to deal with or will Council and the Melbourne Hunt Club take responsibility for this?

To conclude this submission I would like for Council to review the attached petition to ascertain just how many of the local community residents do not want this application to be approved, and I would be pleased if Council would confirm by return that they intend to support our local community in providing a safe and enjoyable space for us all, as they have managed to provide to us all to date.

If you have any questions or require anything further, please do not hesitate to contact me.

Kind Regards

Trudi Boldiston

[REDACTED]

Seaton Vic 3858

[REDACTED]

Wellington Shire Council

Petition to object to the issue of a Planning Permit application reference number P388/2020

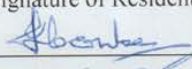

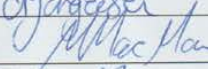
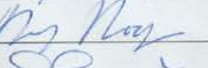



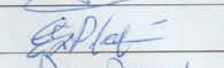
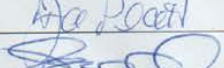

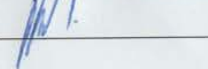



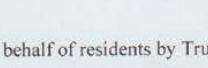
We, the undersigned residents of the Wellington Shire Council, in accordance with the Notice of an Application for a Planning Permit for the property known as 970 Heyfield-Seaton Road, Heyfield Vic 3858 hereby object to the issue of this permit to the Responsible Authority by way of group submission:

Name of Resident	Signature of Resident	Address of Resident	Date Signed
Beverley Perry	B Perry	THOMSON LANE SEATON	17.11.2020
Don Vigilante		Thomson lane Seaton	17-11-2020
MARK PERRY	Mark Perry	THOMSON LANE Seaton	17.11.2020
TERMY BEST		THOMSON LANE Seaton	18-11-2020
Hester Davey		THOMSON LANE Seaton	18-11-2020
Nigel Perry		Thomson Lane	18.11.2020
Ron Burnes		THOMSON LANE SEATON	18-11-2020
Blair Howe	BH	Johnson lane	
Margie Burnes	m.g.B.	Thomson lane Seaton	18.11.2020
HELEN O'NEILL		COWARD RD SEATON	20-11-2020
ANDY O'NEILL		COWARD RD SEATON	21-11-2020
Haylee Baker		COWARD section rd seaton	21-11-2020
Daniel Jackson		COWARD section Seaton	21-11-2020
Trevor Ripper		Seymours LANE Seaton	21-11-2020
Michele Ripper		Seymours LANE Seaton	21-11-2020
Keith Vanev		Seaton Glenageary Rd	21-11-2020
Deborah Rogers		Seaton Glenageary Rd	21-11-2020

Submission Petition Wellington Shire Council

Petition to object to the issue of a Planning Permit application reference number P388/2020

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Name of Resident	Signature of Resident	Address of Resident	Date Signed
Ida Slocombe		Thompson Lane Seaton	15/11/20
PETER SLOCOMB		Thompson Lane Seaton	15/11/20
Nadine Jorgensen		Thomson Lane, Seaton	16/11/20
Michael MacManus		Thomson Lane, Seaton	16/11/20
BARRY HOOPER		Lowman Seaton Rd	21/11/20
SHARON ANDREWS		Lowman Seaton Rd	21/11/20
Peter Andrews		Lowman Seaton Rd	21/11/20
GEOFF PRESSK.		Thomson Ln Seaton	21/11/20
Aaron Prisk		Thomson Ln Seaton	21/11/20
T VAN Dijk		(CAVOS) ROSS RD WIMBORNE	22/11/20
MIKE PLATT		THOMSON LANE	24/11/20
LUCY PLATT		THOMSON LANE	24/11/20
DI LUND		Seaton Rd Heyfield	28/11/20
JOHN LUND		Seaton Rd Heyfield	28/11/20
RICK LUND		Seaton Rd Heyfield	28/11/20

Prepared and submitted for an on behalf of residents by Trudi Boldiston Thomson Lane, Seaton Vic 3858

Submission Petition Wellington Shire Council

Petition to object to the issue of a Planning Permit application reference number P388/2020

We, the undersigned residents of the Wellington Shire Council, in accordance with the Notice of an Application for a Planning Permit for the property known as 970 Heyfield-Seaton Road, Heyfield Vic 3858 hereby object to the issue of this permit to the Responsible Authority by way of group submission:

Name of Resident	Signature of Resident	Address of Resident	Date Signed
Mick Allman	[Signature]	Denison	21.11.20
D.P. Allman	[Signature]	SEATON	21.11.20
Garry Paullet	[Signature]	BIBRINGA SEATON	23/11/20
IAN COFFIN	[Signature]	JOHNSON LANE	23/11/20
Amy Uren	[Signature]	Johnson Lane	23/11/20
DAVID ALLMAN	[Signature]	JOHNSON LANE	23/11/20
Joy Paullet	[Signature]	Heyfield Seaton rd	24.11.20
ROBERT PAULET	[Signature]	" "	24.11.20
Amanda Davie	[Signature]	Johnson Lane Seaton	24/11/20
Viktoria Pope	[Signature]	Hall Lane Seaton	24/11/20
KRISTY PEARCE	[Signature]	Chute St Seaton	24/11/20
SHIRLEY FRIEDRICH	[Signature]	CHUTE SEATON	24.11.20
BERNARD JOHNSTON	[Signature]	HEYFIELD - SEATON RD	24/11/20
Brian Emslie	[Signature]	Johnson Ln, Seaton	24/11/20
IAN EMSLIE	[Signature]	" "	24.11.20
Natasha White	[Signature]	Bibringa crt Seaton	24-11-20
Richard White	[Signature]	" "	24-11-20
D Edward	[Signature]	Johnson Lane	25/11/2020
B Manley	[Signature]	Johnson Lane	28/11/2020

Prepared and submitted for an on behalf of residents by Trudi Boldiston Thomson Lane, Seaton Vic 3858

Submission Petition Wellington Shire Council

Petition to object to the issue of a Planning Permit application reference number P388/2020

We, the undersigned residents of the Wellington Shire Council, in accordance with the Notice of an Application for a Planning Permit for the property known as 970 Heyfield-Seaton Road, Heyfield Vic 3858 hereby object to the issue of this permit to the Responsible Authority by way of group submission:

Name of Resident	Signature of Resident	Address of Resident	Date Signed
ROBERT BOLDISTON	<i>Robert A Boldiston</i>	FOGARTY RD DAWSON	26/11/20
Lou Boldiston	<i>Lou Boldiston</i>	Fogarty Rd	26/11/20
Linda Lord	<i>Linda Lord</i>	Cowwara/Seaton Rd	26/11/20
William Lack	<i>William Lack</i>	Cowwara/Seaton Rd	26/11/20
Robert Lukjanov	<i>Robert Lukjanov</i>	Cowwara-Seaton Rd	26/11/20
Les Swirey	<i>Les Swirey</i>	Cowwara-Seaton Rd	26/11/20
Bob Jones	<i>Bob Jones</i>	Seaton/Cowwara Rd	26.11.20
Rebecca Stasimowski	<i>Rebecca Stasimowski</i>	Cowwara SEATON RD	26.11.20
Jan Lukjanov	<i>Jan Lukjanov</i>	Fogarty RD	26.11.20

7.3. RESPONSE TO PETITION: INSTALLATION OF FOOTPATH AND BUS SHELTER, AVONLEA ESTATE

ACTION OFFICER: MANAGER BUILT ENVIRONMENT

PURPOSE

The purpose of this report is for Council to consider a petition presented at the Ordinary Council meeting of 17 November 2020 regarding installation of a path between the Stratford township and Avonlea Estate Road, as well as the installation of a bus shelter at the intersection of Avonlea Estate Road and the Briagolong Road.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council:

- 1. Decline the request for a path between Stratford and the Avonlea Estate Road on the basis that it does not fit Councils provision guidelines for paths as outlined in Council's Urban Paths Plan and its Infrastructure Design Manual;***
- 2. Note that Council Officers are currently liaising with Regional Roads Victoria regarding approvals for the installation of a bus shelter in the vicinity of Avonlea Estate Road and Briagolong Road;***
- 3. Authorise the Chief Executive Officer to write to the head petitioner to advise them of Council's decision in relation to this matter.***

BACKGROUND

At its Ordinary Council Meeting of 17th November 2020, Council received a petition requesting the installation of a path between the Stratford township and Avonlea Estate Road, as well as the installation of a bus shelter at the intersection of Avonlea Estate Road and the Briagolong Road.

Wellington Shire Council funds the installation of new paths as part of its annual capital works program in line with its Urban Paths Plan (the Plan). The current iteration of the Plan was adopted in 2019 following significant community engagement.

The Plan primarily focuses on the provision of paths within the urban township boundaries, which are considered strategic in consideration of Council's existing path network. The Plan aims to address missing links and provide strategic connections between key community destinations or activity centres within townships and does not provide for paths between townships and rural subdivisions. A path between Stratford and the Avonlea Estate Road is not currently included within the Plan and as such, is not considered as part of Council's future capital works program.

The estimated cost for a path as requested, being 1.95km in length and 1.5 metres wide, between Stratford and the Avonlea Estate Road, would be between \$210,000 and \$420,000, depending on the material being used to construct the path. There would be an additional estimated cost of \$120,000 to construct a pedestrian bridge across Blackhall Creek which would be required to complete the path connection. A further \$50,000 will be required for survey, design, flora and fauna and cultural heritage assessments. This brings the total cost

to \$380,000 to \$590,000. The path, if successful will also result in a \$2,000 increase to annual operational budgets.

Council Officers have engaged with the school bus coordinators at Maffra Secondary School and Sale Secondary School who manage the school bus services which operate in this locality. A minimum of seven students are required to meet the current policy for the installation of a school bus shelter. These investigations have determined that eight eligible students now attend the stop at Avonlea Estate Road. Council Officers are in the process of engaging with Regional Roads Victoria and making the necessary arrangements to install a school bus shelter at this location. It is expected that a shelter will be installed in the first quarter of 2021.

ATTACHMENTS

Nil

OPTIONS

Council has the following options available:

1. Decline installation of the path as it does not meet current policy documents, specifically Council's Urban Paths Plan and Council's adopted design standard the Infrastructure Design Manual.
2. Consider funding a path between Stratford and the Avonlea Estate Road through Council's annual capital works program and plan to implement the path in a future capital works program.
3. Consider, given there is no broader community benefit associated with this path, implementing a special charge scheme to recover the installation costs, in full or part, from the beneficiaries being the residents of Avonlea Estate Rd.
4. Note that Council Officers are currently liaising with Regional Roads Victoria regarding approvals for the installation of a bus shelter in the vicinity of Avonlea Estate Road and Briagolong Road.

PROPOSAL

Decline the request for a path between Stratford and the Avonlea Estate Road on the basis that it does not fit Council's provision guidelines for paths as outlined in Council's Urban Paths Plan and its Infrastructure Design Manual; and note that Council Officers are currently liaising with Regional Roads Victoria regarding approvals for the installation of a bus shelter in the vicinity of Avonlea Estate Road and Briagolong Road.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

Should Council resolve to install a path it will entail an estimated capital cost of between \$380,000 to \$590,000 and an ongoing annual operating expense of approximately \$2,000

per annum. There are no financial impacts should Council resolve to decline installation of the proposed path. The purchase and installation of a bus shelter in the vicinity of Avonlea Estate Road and Briagolong Road is estimated to cost up to \$4000 and can be implemented within existing budgets. The offer of support from T&S Welding and Fabrication will be considered as the bus shelter project progresses.

COMMUNICATION IMPACT

This impact has been assessed and should Council resolve to install or not install the proposed path no significant communications impacts have been determined at this time.

LEGISLATIVE IMPACT

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

COUNCIL POLICY IMPACT

This impact has been assessed and should Council resolve to install this proposed path, it may elicit similar requests across the shire which would likely necessitate a review of Council's Urban Paths Plan and its Infrastructure Design Manual. Paths of this type have not been considered in the current Capital Plan and would have a significant financial impact if included.

COUNCIL PLAN IMPACT

The Council Plan 2017-21 Theme 2 Services & Infrastructure states the following strategic objective and related strategy:

Strategic Objective 2.4: *"Continued improvement to Wellington Shire's connectivity with further developed, accessible transport networks."*

Strategy 2.4.2: *"Continue to maintain and enhance Council's road assets infrastructure."*

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

RESOURCES AND STAFF IMPACT

Should Council resolve to install the path the resource and staff impact will be two-fold. Initially with project planning and delivery, this impact is largely around project prioritisation within the existing capital works program as this project would need to be added in. Lastly as we continue to add new assets to our network existing operating budgets and resources may need to be increased.

COMMUNITY IMPACT

The installation of a bus shelter in the vicinity of Avonlea Estate Road and Briagolong Road would have a positive community impact.

ENVIRONMENTAL IMPACT

This impact has been assessed and should Council resolve to install the path it is expected that native vegetation removal may be required to accommodate a safe path alignment. The extent of native vegetation removal cannot be determined without further design. However, the standard Department of Environment, Land, Water & Planning (DELWP) process will need to be followed and appropriate offset costs paid.

ENGAGEMENT IMPACT

This impact has been assessed and should Council resolve to install or not install the proposed path no significant engagement impacts have been determined at this time.

RISK MANAGEMENT IMPACT

This impact has been assessed and should Council resolve to decline installation of the path there is no effect to consider at this time.

7.4. RESPONSE TO PETITION: WASTE COLLECTION ON BUCKLEYS ISLAND ROAD AND PARROTS ROAD, YARRAM

ACTION OFFICER: GENERAL MANAGER BUILT AND NATURAL ENVIRONMENT

PURPOSE

The purpose of this report is for Council to consider a petition presented at the Ordinary Council meeting of 17 November 2020 regarding the provision of a kerbside collection of waste and recycling in Buckley's Island Road and Parrots Road Yarram.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council,

- 1. Decline the request for kerbside collection of waste and recycling at Buckley Island Road and Parrots Road as requested at this time, however, commit to a review of the waste collection boundaries (review commencing mid 2021) prior to entering the next Kerbside Collection Contract proposed to commence 1 July 2022.***
- 2. Authorise the Chief Executive Officer write to the head petitioner to advise of Council's decision in relation to this matter.***

BACKGROUND

At its Ordinary Council Meeting of 17th November 2020, Council received a petition requesting an increase in kerbside waste and recycling collection services for Buckley's Island Road and Parrots Road, Yarram.

Council periodically updates Declared Waste Boundaries to accommodate new sub-divisions and to correct anomalies as per the current Waste Policy.

Council operates a kerbside collection service across 36 declared collection areas and approximately 660 "grandfathered" rural properties underpinned by Council resolution prior to awarding the current waste contract. The current Waste Service Contract commenced in 2009 and has provided contractual specifications for:

- the management of Landfills and Transfer Stations.
- collection of kerbside waste and recycling from urban areas.

Under the provisions of the *Local Government Act 1989* and the *Health Act 1958*, Council has the authority/obligation to implement a municipal garbage collection service. Waste collection services is provided as per the Declared Waste Boundaries defined in the Waste Collection Maps.

The existing waste boundaries are based on planning zones and include properties within Town (TZ), Rural Living Zone (RLZ) that are attached to Town Zones and General Residential Zone (GRZ) overlays. Periodic reviews of the waste boundaries are required to ensure that Council is providing adequate kerbside waste pick up services in areas recently rezoned and to cater for urban growth and development.

Altering the existing waste boundaries in response to this request would be an ad hoc approach to a broader issue and may facilitate further inequities in service provision. This would lead to a blurring of the policy position making it difficult for officers to provide definitive responses to future requests.

Further, as a portion of the land in this request is Farm Zone, approving this request would support logic that could open the service up to the whole shire. This has significant financial, logistical and risk implications to Council.

Declared Waste Boundaries were subjected to major review in 2008 prior to entering the current contract, with minor changes due to subdivision rezoning's occurring throughout the contract period. The most recent adjustment regarding this occurred in May 2020.

It is intended that a major review of existing Declared Waste Boundaries be conducted as part of the formation of the new Waste Services Contract prior to its commencement in July 2022. Council Workshops are intended to commence around mid 2021.

ATTACHMENTS

Nil

OPTIONS

Council has the following options available

1. Approve a new kerbside collection service for Buckley's Island Road and Parrots Road as requested in the presented petition.
2. Do not approve the collection of Buckley Island Road and Parrots Road as requested in the presented petition.
3. Do not approve the collection of Buckley Island Reserve & Parrots Road as requested in the presented petition however commit to a review of the waste collection boundaries (review commencing mid 2021) prior to entering the next kerbside collection contract proposed to commence 1 July 2022.

PROPOSAL

1. That Council do not approve the collection of Buckley Island Road and Parrots Road as requested in the presented petition however commit to a review of the waste collection boundaries (review commencing mid 2021) prior to entering the next kerbside collection contract proposed to commence 1 July 2022.
2. Authorise the Chief Executive Officer write to the head petitioner to advise of Council's decision in relation to this matter

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

Option 1 - Will require the construction of appropriate truck turning circles to accommodate safe truck movements. The estimated total cost for turning circles could be in the order of \$60,000 depending on final design and vegetation offset requirements. There would also be apportioned service costs to the residents for the bin collections as per the normal applicable fees and charges

Option 2 - No financial impact

Option 3 - No immediate financial impact. Option 1 costs would be applicable if suggested 2021 review was to confirm inclusion of this area in the service. If this was the case, then other similar zoned land should also be included in the service, and this inclusion will also have a financial impact (possibly significant). This impact can only be determined at the conclusion of the proposed formal review.

COMMUNICATION IMPACT

Communication has occurred periodically with some residents in the Buckley Island Road area in the past. This past communication has resulted in advice that the area does not currently meet the service provision guidelines and on that basis no change would occur.

LEGISLATIVE IMPACT

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

COUNCIL POLICY IMPACT

Adoption of Option 1 would represent a significant change in the existing policy document through the altering of adopted Waste Collection Boundary Maps.

COUNCIL PLAN IMPACT

The Council Plan 2017-21 Theme 3 Natural Environment states the following strategic objective and related strategy:

Strategic Objective 3.2: *"Demonstrate leadership in waste and water management, and energy efficiency."*

Strategy 3.2.1: *"Review Council's provision of waste services."*

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

RESOURCES AND STAFF IMPACT

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

COMMUNITY IMPACT

A change accommodating the request would have a positive impact on residents living in Buckley Island and Parrots Roads however would blur the situation for residents in similar planning zones creating potential confusion and frustration.

ENVIRONMENTAL IMPACT

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

ENGAGEMENT IMPACT

Any decision of Council on this matter will require a response to the residents involved through the head petitioner.

RISK MANAGEMENT IMPACT

Adoption of Option 1 represents a risk through the potential raising of expectations around the waste collection service. With this there is also the risk associated with the financial logistics of being able to deliver services to similar zoned land across the Shire.

8. INVITED ADDRESSES, PRESENTATIONS OR ACKNOWLEDGEMENTS

9. QUESTION/S ON NOTICE

9.1. RESPONSE TO A QUESTION ON NOTICE: A WARMER POOL FOR YARRAM

ACTION OFFICER: MANAGER LEISURE SERVICES

At the 1 December 2020 Ordinary Council Meeting, Councillor Maher asked the following Question on Notice:

COUNCILLOR MAHER

What is the current status of the project to provide a warm swimming pool at Yarram?

The following information is supplied in response at the 15 December 2020 Ordinary Council Meeting:

The Warmer Pool for Yarram Project was successful in attracting \$250,000 from the Victorian Government's Local Sports Infrastructure Fund, as officially announced by Minister Jane Garrett in July 2020. These funds, plus a \$61,000 contribution from the Rotary Club of Yarram and a Council contribution of \$350,000 make up the total project budget of \$661,500 approved in Council's 2020/2021 budget.

Project delivery is proceeding to schedule with tender documentation currently being prepared, including design drawings and specifications, in conjunction with utilities authorities and expert suppliers and contractors.

The major components of the project are as agreed with the Yarram community via public meetings during community consultation about the project led by the Rotary Club of Yarram, as follows:

- membrane roof shelter that will be installed over the pools;
- café-style side walls/ blinds;
- electric heat pumps; and
- electrical supply modifications.

As a result of these works and the pool blanket recently installed, a warmer water temperature of 29 degrees is expected to be achieved for the Yarram outdoor pool. Along with wind and rain shelter, the warmer water temperature will increase user comfort during the pool's summer season and enable local schools to again use the pool for summer learn to swim programs.

The pool project will be delivered in conjunction with provision of solar panels to the adjoining Yarram Community Hub building which will provide reduced emissions and help to avoid electricity cost increases in future across the site.

A tender for the works will be advertised in early 2021 with tender evaluation and awarding of contract to occur in time for works to commence on-site after the conclusion of the 2020/2021 outdoor pool season.

The timing of the project's planning, design and construction phases has been developed in order to avoid closure of the Yarram pool in both 2020/2021 and 2021/2022 summer seasons.

Plans are also underway for installation of an electric barbeque and shelter at the Yarram outdoor pool. The barbeque and shelter works are expected to be completed during the 2020/2021 outdoor pool season.

10. MAYOR AND COUNCILLORS REPORT

10.1. MAYOR AND COUNCILLORS REPORT - NOVEMBER/DECEMBER 2020

ACTION OFFICER: COUNCILLOR GARRY STEPHENS

RECOMMENDATION

That the Mayor and Councillors report be noted.

7 NOVEMBER TO 4 DECEMBER 2020

11 November	Sale RSL Remembrance Day service, Sale	Cr Rossetti attended
	Maffra RSL Remembrance Day service, Maffra	Cr Crossley attended
	Heyfield RSL Remembrance Day service, Heyfield	Cr Hole attended
	Yarram RSL Remembrance Day service, Yarram	Cr Stephens attended
12 November	Councillor Induction – Day 1, Sale	Cr Stephens, Cr Bye, Cr Wood, Cr Rossetti, Cr Maher, Cr McKenzie, Cr Crossley, Cr Tatterson, Cr Hole and David Morcom, Chief Executive Officer attended
13 November	Councillor Induction – Day 2, Sale	Cr Stephens, Cr Bye, Cr Wood, Cr Rossetti, Cr Maher, Cr McKenzie, Cr Crossley, Cr Tatterson, Cr Hole and David Morcom, Chief Executive Officer attended
18 November	Container Deposit Scheme Local Government Information Session, Online	Cr Maher attended
19 November	Gunaikurnai Traditional Welcome for Councillors, Stratford	Cr Stephens, Cr Bye, Cr Wood, Cr Rossetti, Cr Maher, Cr McKenzie, Cr Crossley, Cr Tatterson, Cr Hole and David Morcom, Chief Executive Officer attended
20 November	Food and Fibre Gippsland – Excellence in Agribusiness Awards, Online	Cr Crossley attended
25 November	HTTA Annual General Meeting, Heyfield	Cr Hole attended

	Australian Waste & Recycling Expo, Online	Cr Maher attended
26 November	Gippsland New Energy Forum, Online	Mayor Stephens, Cr Maher and Cr Crossley attended
	ESSO Gippsland Virtual Stakeholder liaison meeting, Online	Mayor Stephens attended
	Community Power Hub meeting, Online	Cr Crossley attended
27 November	MAV Councillor Induction – Day 1, online	Cr Wood and Cr McKenzie attended
2 December	Gippsland Community Energy Network meeting, online	Cr Crossley attended
	Timber Rally, Heyfield	Cr Hole attended
3 December	MAV Councillor Induction – Day 2	Cr Wood, Cr McKenzie and Cr Tatterson attended
	Committee for Wellington Christmas Breakfast, Sale	Cr Bye and David Morcom, Chief Executive Officer attended
4 December	OneGippsland meeting, online	Mayor Stephens and David Morcom, Chief Executive Officer attended
	Municipal Association of Victoria Special Interim Board meeting, online	Cr Hole attended

**COUNCILLOR GARRY STEPHENS
MAYOR**

11. YOUTH COUNCIL REPORT

11.1. YOUTH COUNCIL REPORT - DECEMBER 2020

ACTION OFFICER: YOUTH MAYOR, ORLANDO DAVIDSON

RECOMMENDATION

That Council receive the Youth Mayor's quarterly report.

Good evening Councillors

I'd like to first acknowledge the traditional owners of the land on which we are meeting, the Gunaikurnai people and pay my respects to Elders past, present and emerging.

I'd also like to congratulate you, Wellington Shire Councillors, on your election and say how much Youth Council is looking forward to learning from you and working with you in different capacities over the next year.

In July, the then Mayor Alan Hall and Cr Carmel Ripper welcomed to the roles of Youth Councillor eighteen young people, seven who were returning for a second term. As we take a breath and reflect on the past months, we note that two of our members have moved to Melbourne and two have found the transition to online schooling difficult enough without the added responsibilities of Youth Council. The fourteen of us who remain have continued to meet regularly throughout the year and, despite only having had one opportunity to meet each other in person, we have been able to form a good working relationship, getting to know each other's strengths and weaknesses.

The 2020/21 Youth Council has been involved in several key consultations to support peak bodies to understand the effects of the COVID pandemic on rural youth – including a focus group for the Commissioner for Children and Young People and attending the YMCA's and Foundation for Young Australians' consultations. Most recently we have been involved in the Youth Affairs Council of Victoria's Gippsland roundtable to form a submission to the state government's new Victorian Youth Strategy. These experiences have really drilled home to us how important it is to provide a space for young people to come together and have their say, have their voice raised and listened to on issues that we find important. It's motivated us to really get behind the planning for the 2021 Wellington Youth Summit which will be held on 30 March 2021.

An emerging passion of Youth Council is a determination to raise awareness of issues faced by marginalised groups in rural areas, particularly people of colour.

We are really excited to have begun talks with the Community Engagement Officer at headspace Sale about how we can work with their Youth Advisory Group next year. It's great that past Youth Councillor, Charlee Vernon, is a member of that group, following from the successful advocacy by Wellington Youth Council for establishment of this important service.

Like everyone, we are hoping that 2021 sees us free of COVID and free to meet and connect face to face. We have a number of activities being planned for first term next year, finishing up with a week of activities to celebrate Youth Week 2021.

**ORLANDO DAVIDSON
YOUTH MAYOR**

12. DELEGATES REPORT

NIL

13. CHIEF EXECUTIVE OFFICER

13.1. CHIEF EXECUTIVE OFFICER'S REPORT - NOVEMBER/DECEMBER 2020

ACTION OFFICER: CHIEF EXECUTIVE OFFICER

RECOMMENDATION

That the Chief Executive Officer's report be received.

6 NOVEMBER TO 4 DECEMBER

6 November	Teleconference with Department of Land Water & Planning and Victoria Police to discuss the summer planning update
10 November	Teleconference with Department of Jobs, Precincts and Regions to discuss Implementing Deliberative Engagement for Councils Integrated Strategic Planning and Reporting Framework
11 November	Attended a joint liaison meeting with Regional Roads Victoria via teleconference Completed a Mental Health First Aid training session online
12 November	Met with Solis RE representatives to discuss investment opportunities
18 November	Attended the Corruption Prevention & Integrity Insights Regional Forum webinar Met with Ms Karen Cain, Latrobe Valley Authority via skype
19 November	Destination Gippsland Members Annual General Meeting and Board meeting via zoom Attended a Gunaikurnai Traditional Welcome for Councillors, Stratford. In attendance was Mayor Stephens, Cr Rossetti, Cr Hole, Cr Maher, Cr McKenzie, Cr Crossley, Cr Wood, Cr Tatterson and Cr Bye
20 November	Attended the Food and Fibre Gippsland – Excellence in Agribusiness Awards online Met with TAFE Gippsland representatives Grant Radford and Tim Weight to discuss the Sale Flexible Learning Centre expansion, via teleconference
25 November	Attended the Wellington Shire Council Audit & Risk Committee meeting, via skype
26 November	Met with John Leslie Foundation trustees, Sale

Met with Chair of Gippsland Art Gallery Foundation, Mr John Gibson

Attended the Drought Resilience Adoption and Innovation Gippsland – Future drought research, adoption and innovation fund briefing via teleconference

30 November

Attended the Gippsland – Energy Vision and Prospectus meeting via teleconference

3 December

Attended the Committee for Wellington General meeting and Christmas Breakfast, Sale

4 December

Attended One Gippsland's November meeting, online

13.2. NOVEMBER 2020 COUNCIL PLAN HIGHLIGHTS

ACTION OFFICER: CHIEF EXECUTIVE OFFICER

PURPOSE

For Council to receive and note the November 2020 Council Plan Highlights.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council receive and note the November 2020 Council Plan Highlights as attached.

BACKGROUND

The November 2020 Council Plan Highlights report comprises key highlights towards achievement of the 2017-21 Council Plan.

ATTACHMENTS

1. NOVEMBER 2020 COUNCIL PLAN HIGHLIGHTS [13.2.1 - 6 pages]

OPTIONS

Following consideration of the attached November 2020 Council Plan Highlights, Council can resolve to either:

1. Receive and note the November 2020 Council Plan Highlights; or
2. Not receive and note the November 2020 Council Plan Highlights and seek further information for consideration at a later Council meeting.

PROPOSAL

That Council receive and note the attached November 2020 Council Plan Highlights.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

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

COMMUNICATION IMPACT

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

LEGISLATIVE IMPACT

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

COUNCIL POLICY IMPACT

The November 2020 Council Plan Highlights has been prepared in the context of existing Council policies.

COUNCIL PLAN IMPACT

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

Strategic Objective 6.2: *"Community engagement and customer service excellence is central to Council's decision making process."*

Strategy 6.2.2: *"Actively engage with both internal and external stakeholders to appropriately inform about council business."*

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

RESOURCES AND STAFF IMPACT

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

COMMUNITY IMPACT

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

ENVIRONMENTAL IMPACT

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

ENGAGEMENT IMPACT

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

RISK MANAGEMENT IMPACT

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

NOVEMBER 2020 COUNCIL PLAN HIGHLIGHTS

Heyfield Pump Track

Works on the Heyfield Pump Track have commenced and are estimated to be completed by Christmas with landscape works to follow. This pump track is the second stage of the Heyfield Youth Play Precinct, which has already seen the completion of the town's new and improved skate park.

Federal Black Spot Funding

A Federal Black Spot Funding application worth \$751,000 has been submitted for the intersection works of Lansdowne and Macarthur Streets.

No fee green waste month

For the entire month of November, ratepayers could dispose of tree branches, grass, leaf litter and more greenery for no fee at transfer stations and landfills in Kilmany, Maffra, Loch Sport, Seaspray, Heyfield, Stratford and Yarram.

African Lovegrass control

Council is conducting roadside African Lovegrass control as part of Council's ongoing annual Roadside Weed and Pest Control Program, including continuing control in the 'Protecting Our Ponds' project area of the Providence Ponds and Perry River catchment.

Art Gallery Open

Gippsland Art Gallery was the first public gallery in Victoria to re-open after 13 weeks of Covid-19 enforced closure, on Monday 9 November 2020. Since then, there has been an average of 58 visitors per day and steadily increasing. One visitor wrote to the Gallery of her joy at returning: "It has been hard crawling out of our Covid-19 shell, but we finally managed to visit our beautiful gallery today. We remembered how much being in close quarters with great artwork lifts our spirits. We needed to say thanks for the effort you have all put in on our behalf over 2020".

More utilisation at Aqua Energy

November saw the further reactivation of activities and programs across our leisure facilities. Easing of restrictions has meant increased participant numbers are now permitted. This has removed the onerous need for visitors to book for access to services at Aqua Energy and for staff to administer these extra requirements.

Visitation numbers have increased in the areas of gym, group fitness, casual water play and lap swimming. Learn to Swim re-enrolments also continue to grow slowly despite only a few weeks remaining before the end of the term. Attendances grew from around 2,500 in week one of November to around 3,500 in week three. This is however approximately 20% lower than for the same time in 2019.

Aqua Energy has 942 active memberships with over 110 additional memberships currently on suspension. Combined memberships are about 9% lower than at same time 2019.

Sale Outdoor Pool

The opening of Sale outdoor pools was delayed slightly with the outdoor children's pool opening on Friday 27 November and the 50 metre pool scheduled to open on Friday 4 December. This follows the completion and commissioning of the new outdoor pools water treatment plant.

Summer season underway

Induction and training of summer season pool lifeguards and outdoor pool duty managers was completed by mid-November.

Regional outdoor pools at Heyfield, Maffra, Rosedale, Stratford and Yarram opened for the 2020-21 summer season on Friday 20 November with a "Free Swim Friday" to promote awareness. While Covid-19 restrictions capped numbers, all sites reported good attendance

numbers with some sites approaching their 'cap limits'. Commissioning of Rosedale pool solar heating system was also completed.

'Return to Sport'

At Gippsland Regional Sports Complex, planning is underway for a 'Return to Sport' activity program to commence in early 2021 while the social sports program continues into mid-December.

Aqua Energy Redevelopment

Concept plans for the Aqua Energy Redevelopment are on the Aqua Energy website and are available for public viewing and comment. Feedback received to date is very positive. Work on the new connecting link to join Brayakoloong Close with the Guthridge Parade Member's car park has been completed. Leisure Services and Parks staff are working together on parallel footpath and re-aligned fencing to compliment this.

Normal loan services are back at Libraries

As restrictions eased in Victoria from 23 November, Library branches were able to have 150 people at any one time, subject to 4sqm per person, but this has effectively enabled people to use our facilities without constraint. Except for public computer use, there is no longer a time restriction on patrons within branches. Normal loans services are offered again, with new programming planning underway.

New library service desk

The long-awaited Sale Library service desk was installed, which has created a central staff contact point that is always in use and improved the ability of staff to address public service needs.

Easier inter-library loans

An improved request link was made to make it easier for patrons to request inter-library loans or purchases. The link has already enabled dozens of requests directly from the public.

Garage Sale Trail-Maffra Library

Maffra Library contributed to the Garage Sale Trail and saw new and returning members through this activity. The event provided a great opportunity to engage with people and brought the Library back to the attention of the local population.

NAIDOC Week event at The Wedge

The Wedge started the month with our NAIDOC Week event in partnership with Gunaikurnai Land & Waters Aboriginal Corporation (GLaWAC) which featured a live performance from Black Satin that was also live streamed. We had 45 people attend the afternoon and the live stream has been viewed 915 times and had over 500 interactions with the post. GLaWAC have now expressed that they would be happy to continue working with us, which was a great result.

Theatre reopened

The Wedge is still the only theatre in the state which has been hosting live performances, and The Wedge was also the first to reopen the theatre to an audience. Theatre was reopened on Tuesday 24 November 2020 with 'The Broadway I Love' and the Thursday 26 November 2020 performance was sold out.

November shows included: The Blanket Initiative; Imogen Price; Gippsland Symphony Orchestra; Micka Harrington; The Broadway I Love; Todd Cook and Marty Fields.

This Girl Can

- Council staff facilitated and supported the delivery of community project, 'This Girl Can' which included:

- Six This Girl Can Roll Roller Derby Sessions. Sessions 1 to 3 had a ten-person cap; sessions 4 to 6 cap increased to 20 due to restrictions easing, all sessions fully booked.
- Six sessions of Bionic Tennis (3 in Stratford and 3 in Longford), all sessions fully booked.
- Social Netball session held at GRSC. Thirty people attended, which included three people from Yarram.
- 1 of 2 '1 Club Golf' sessions took place in Maffra with both sessions fully booked.
- Wellness Walk at Segue, current booking sits at 60 people.
- Gippsland Calisthenics teen session.

16 Days of Activism

Council received a \$2.5K grant to deliver local activities that promote gender equity and prevention of family violence, 16 Days of Activism.

Activities include:

- Lighting Wedge and Sale Clock Tower Orange for 16 Days. The intention is to provoke a community response and raise awareness of the social issue of preventing violence and gender equality.
- Story time sessions across all Wellington Shire Libraries. Story Time themed around positive messages of gender equity and respect. Displays set up at all libraries of other story suggestion. 100 give away packs which includes resources and community survey requesting feedback on the campaign.

Healthy Engaged Youth (HEY) Video and Workshops

- LGBTIQ+ Project aimed at supporting young people aged up to 25 years to learn the art of storytelling, and mentor them to build confidence to tell their story to their friends and family.
- Originally the project involved one guest speaker travelling to Wellington Shire to speak to an event (1 hour with Q and A), and 4 story telling workshops. However due to Covid-19 restrictions, this was not possible. Instead, project funding was used to pay for four speakers to present 4 x 10-minute presentation and 4 videos of speakers answering questions. Videos were spliced into short ad's and a social media campaign was launched as part of Social Inclusion Week promoting the videos and calling for Expressions of Interest to attend story telling workshops.
- This project received overwhelming support and praise from the community with seven applicants secured for workshops so far. Workshops will be delivered as a mix of Zoom and face to face in the new year.

Be Kind Wellington Postcards

Council staff facilitated the development of four mindful design postcards (total 2000) which were distributed across Wellington Shire to local coffee shops, bakeries, libraries, post offices, corner stores, council arts and culture and leisure service facilities, etc. The postcards have been well received by community.

2021 Victorian Youth Strategy

Youth engagement is being a big focus at the moment, there is a lot of energy around young people putting in submissions/participating in forums for the 2021 Victorian Youth Strategy. Youth Council are participating in a Gippsland forum on 1 December 2020, along with past members of all Wellington Shire Council youth groups.

Youth Survey 2020

The Mission Australia Youth Survey 2020 has just been released - Equity and Discrimination

hit the top 3 most important issues in Australia for the first time in 19 years.

Cooking Up Connections videos

Cooking Up Connections is an initiative of Together Gippsland and funded through the Community Activation and Social Isolation Initiative (Victorian Government). This is a short video project, encouraging people all across Gippsland and from a variety of backgrounds to grab their phones and film a video of themselves and their family cooking a meal that is significant to them. These videos are available on Council's YouTube channel under the 'Cooking Up Connections' playlist.

Program to encourage skating

YMCA are kicking off their 12-month program to encourage skating and mentor skate coaches locally (through a Latrobe Valley Authority (LVA) grant) in Wellington in December.

Headspace Sale is open

Headspace Sale is open by appointment and the Youth Liaison Coordinator has been working on a calendar for joint opportunities for youth engagement with the Headspace Engagement Officer.

More community facilities re-open

The further easing of Covid-19 restrictions has resulted in more community managed facilities re-opening for their communities. Volunteer Committees continue to work hard to provide safe spaces for the community to participate and have social connection.

Community Facilities Capital Project Progress

- **Stratford Hub accessibility works:** Tender has been awarded with works scheduled to commence shortly.
- **Heyfield Vintage Machinery Club shed:** Funding has been provided to the club. Works are anticipated to be completed in January.
- **Cameron Stadium Redevelopment:** The Stage 2 works are well underway with the existing amenities under redevelopment, Gymnastics high roof being finalised, and cladding being applied to the outside of the Stage 2 works area. The existing kiosk/kitchen/admin and office/meeting room spaces are also under redevelopment. The project is on track for completion in March 2021.
- **Stratford Recreation Reserve Female Friendly Changerooms:** Works are progressing well and on schedule for completion in March 2021.
- **Sale Oval Precinct Redevelopment:** Tender has closed, and the tender evaluation is underway.
- **Stephenson Park Changeroom Redevelopment:** Detailed design documentation is progressing.

Food Relief Network

Food Relief Network in Wellington has brought together many of the relief organisations such as Red Cross, Salvation Army to coordinate food relief from organisations such as Second Bite which led to a delivery this month of 400 frozen meals for distribution to vulnerable families across Wellington Shire.

Emergency Management information sessions

Council is working with community houses to run Emergency Management information sessions to assist community houses to be better prepared to support communities in times of emergencies. This continues Council's role in bringing relief and recovery agencies together through our Wellington Municipal Relief and Recovery Sub-committee and through the recognition of the important role community houses played in the early relief efforts in the East Gippsland bushfires last summer.

Community Based Bushfire Management

Wellington Shire Council has been the first local government to have an officer in the State Government Community Based Bushfire Management (CBBM) program within Council. The objective of this is for fire management agencies to find better ways to engage with communities. Our CBBM officer is working closely with the community around Briagolong with a view to expanding the community led approach to other high-risk communities.

Preparation for the Act changes

Changes to the *Emergency Management Act 2013* come into effect on 1 December 2020. In preparation for these changes, the Municipal Emergency Management Planning Committee (MEMPC) will transition from a committee of Council to an all agency planning committee chaired by Council. This will spread the emergency management planning obligations more widely across the emergency management sector while keeping Council closely involved.

Cybersecurity Audit

A Cybersecurity Audit was completed in November to assess the existing security controls and processes across the Wellington Shire Council ICT environment. We are waiting for the final report however it appears that Council has performed exceptionally well.

Vehicle Inspections

Vehicle inspections have recommenced following the recruitment of the new Fleet and Procurement Officer and 10 council vehicles were inspected during the month of November.

Heyfield Property Onsite Auction

Advertising for onsite auction of Weir Road, Heyfield property commenced with auction scheduled for Friday 18 December 2020.

2020 Excellence in Agribusiness Awards

Virtual announcement of winners took place online on 20 November. Feedback has been extremely positive with the showcase of the sector well received by sponsors, finalists and key stakeholders of the food and fibre industry. Greenham Gippsland were awarded Agribusiness of the Year, Rob Bayley took out Young Agribusiness Leader and Gabrielle Moore was awarded Female Agribusiness leader. There were also 13 other winners across the whole sector, pre and post farmgate, including three from Wellington Shire: Radial Timbers, Alberton Timber and Hussey and Co.

'The Middle of Everywhere' Marketing Campaign

The campaign has been launched through local media outlets and will be expanded in December and January to include an app, website, town entry signage, highway signage, radio and social media advertising and events.

Yarram Aerodrome Master Plan

Engagement has commenced for the master plan of Yarram Aerodrome.

Immunisations

All second school immunisation programs have been completed for 2020.

Maffra Structure Plan Project

A draft discussion paper for the Maffra Structure Plan project has been received and is currently under review by Council Officers. Following Council briefings, the Discussion Paper will be subject to community consultation in the New Year.

Port of Sale Precinct

ATTACHMENT 13.2.1

An updated master plan for the Port of Sale precinct is currently under review by Council Officers and following Council briefings, will be subject to community consultation in the New Year.

14. GENERAL MANAGER CORPORATE SERVICES

14.1. ASSEMBLY OF COUNCILLORS

ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES

OBJECTIVE

To report on all assembly of Councillor records received for the period 23 November 2020 to 6 December 2020.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council note and receive the attached Assembly of Councillor records for the period 23 November 2020 to 6 December 2020.

BACKGROUND

Section 80A of the *Local Government Act 1989* required a written record be kept of all assemblies of Councillors, stating the names of all Councillors and Council staff attending, matters considered and any conflict of interest disclosures made by a Councillor. These records were required to be reported at an ordinary meeting of the Council and recorded in the minutes. Under the new *Local Government Act 2020*, this requirement is no longer provided for however, under Council's good governance framework, Council will continue to provide records of assemblies of Councillors to ensure that the community are kept informed of Councillors activity and participation.

Following is a summary of all Assembly of Councillor records received for the period 23 November 2020 to 6 December 2020.

ATTACHMENTS

1. Assembly of Councillors - 26 November 2020 [14.1.1 - 1 page]
2. Assembly of Councillors - 1 December 2020 [14.1.2 - 2 pages]

OPTIONS

Council has the following options:

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

PROPOSAL

That Council note and receive the attached assembly of Councillors records during the period 23 November 2020 to 6 December 2020.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

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

COMMUNICATION IMPACT

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

LEGISLATIVE IMPACT

The reporting of written records of assemblies of Councillors to the Council in the prescribed format complied with Section 80A of the *Local Government Act 1989* however, without prescription under the *Local Government Act 2020*, Council will continue to provide these records as part of Council's good governance framework.

COUNCIL POLICY IMPACT

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

COUNCIL PLAN IMPACT

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

Strategic Objective 6.3: *"Maintain a well governed, transparent, high performing, ethical and accountable organisation."*

Strategy 6.3.3: *"Ensure sound governance processes that result in responsive, ethical, transparent and accountable decision making."*

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

RESOURCES AND STAFF IMPACT

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

COMMUNITY IMPACT

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

ENVIRONMENTAL IMPACT

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

ENGAGEMENT IMPACT

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

RISK MANAGEMENT IMPACT

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

ASSEMBLY OF COUNCILLORS – 26 November 2020

ATTACHMENT 14.1.1

MEETING	COUNCILLORS, OFFICERS AND OTHERS IN ATTENDANCE (NAME AND POSITION)					
WELLINGTON Living Well During Covid-19 COMMITTEE	Councillor Name	Attendance	Conflict of Interest	Officer Name	Attendance	Item No.
	Cr Ian Bye	No		D Morcom, CEO	No	
	Cr Carolyn Crossley	Yes		A Skipitaris, GMCS	No	
	Cr John Tatterson	No		S Houlihan, GMC&C	Yes	All
	Cr Malcolm Hole	No		C Hastie, GMB&NE	No	
	Cr McKenzie	No		B McAlister, GMD	No	
	Cr Gayle Maher	No				
	Cr Jill Wood	No				
	Cr Scott Rossetti	No				
	Cr Garry Stephens	Yes				
OTHERS IN ATTENDANCE (NAME AND POSITION)			MATTERS/ITEMS CONSIDERED AT THE MEETING			
Karen McLennan, MEP			1. Received Subgroup reports			
Alison Clark, DoE			2. Update on State response from DHHS			
Erin Lord, RDV			3. Update from DET on impact on early childhood and education			
Lauren Bourke, DHHS			4. Reviewed section of draft Wellington Living Well During Covid-19 Plan on Social Environment Impacts			
Paul Johnson, MBD						
Julie Baker, admin						

ASSEMBLY OF COUNCILLORS – 1 DECEMBER 2020

MEETING	COUNCILLORS AND OFFICERS IN ATTENDANCE (NAME AND POSITION)				CONFLICT/S OF INTEREST OR ACTION ITEMS
	Name	Attendance	Name	Attendance	
IT / Diary Meeting	Cr Bye	Yes	Cr Stephens	Yes	N/A
	Cr Crossley	Yes	Cr Tatterson	Yes	N/A
	Cr Hole	Yes	Cr Wood	Yes	N/A
	Cr McKenzie	Yes	David Morcom, CEO	Yes	N/A
	Cr Maher	Yes	Leah Carubia, EA CEO	Yes	N/A
	Cr Rossetti	Yes	Damian Norkus, Business Systems Officer	Yes	N/A

MEETING	COUNCILLORS AND OFFICERS IN ATTENDANCE VIA SKYPE (ONLINE MEETING ONLY)				CONFLICT/S OF INTEREST OR ACTION ITEMS
	Name	Attendance	Name	Attendance	
Workshops	Cr Bye	Yes	Cr Tatterson	Yes	
	Cr Crossley	Yes	Cr Wood	Yes	
	Cr Hole	Yes	David Morcom, CEO	Yes	
	Cr McKenzie	Yes	Arthur Skipitaris, GM Corporate Services	Yes	
	Cr Maher	Yes	Sharon Houlihan, GM Community & Culture	Yes	
	Cr Rossetti	Yes	Chris Hastie, GM Built & Natural Environment	Yes	
	Cr Stephens	Yes	Brent McAlister, GM Development	Yes	

Workshops (cont.)	MATTERS/ITEMS CONSIDERED AT THE MEETING	OTHERS IN ATTENDANCE VIA SKYPE (ONLINE MEETING ONLY)
	1. COUNCIL FEES & CHARGES – MINOR REVIEW – COMMUNITY & CULTURE PART 2	<ul style="list-style-type: none"> Sharon Houlihan, General Manager Community and Culture <i>Conflict of Interest: Nil</i>
	2. LOCAL ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM – ROUND 2	<ul style="list-style-type: none"> Chris Hastie, General Manager Built and Natural Environment <i>Conflict of Interest: Nil</i>
	3. AUSTRALIA DAY AWARD NOMINATIONS	<ul style="list-style-type: none"> Wendy Reeves, Coordinator Communications and Media <i>Conflict of Interest: Nil</i>
	4. STRATFORD COURTHOUSE THEATRE FUNDING AGREEMENT HOLD POINT	<ul style="list-style-type: none"> Lisa Lyndon, Coordinator Community Committees <i>Conflict of Interest: Nil</i>
	5. COUNCIL PLAN 2021/25 BRIEFING PART 1	<ul style="list-style-type: none"> David Morcom, CEO Brent McAlister, General Manager Development Arthur Skipitaris, General Manager Corporate Services Bodye Darvill, Manager Community Wellbeing Asela Kaluararachchi, Corporate Planning and Business Excellent Officer <i>Conflict of Interest: Nil</i>

14.2. AUDIT & RISK COMMITTEE MINUTES

ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES

PURPOSE

To receive and note the minutes of the Audit & Risk Committee meeting held on 25 November 2020 and approve the suggested amendments to the Committee Charter and Terms of Reference.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That:

- 1. Council receive and note the minutes in brief of the Audit & Risk Committee 25 November 2020 (Attachment 14.2.1) and the confidential attachment Audit & Risk Committee Minutes of 25 November 2020 (Attachment 14.2.3);***
- 2. Council approve the suggested amendments to the Committee Charter and Terms of Reference; and***
- 3. The information contained in the confidential document Audit & Risk Committee Minutes of 25 November 2020 of this Council meeting agenda and designated confidential under Section 3(1) Confidential Information of the Local Government Act 2020 by the General Manager Corporate Services on 26 November 2020 because it relates to the following grounds: e) legal privileged information; and l) information that was confidential information for the purposes of section 77 of the Local Government Act 2020 be designated confidential information under Section 3(1) Confidential Information of the Local Government Act 2020.***

BACKGROUND

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

A copy of the minutes in brief from the Audit & Risk Committee meeting of 25 November 2020 can be found at Attachment 14.2.1 of this report and is provided for the information of Council and the public in general.

ATTACHMENTS

- Audit Risk Committee 25 November 2020 Minutes in Brief [**14.2.1** - 12 pages]
- Audit Risk Committee confidential header [**14.2.2** - 1 page]
- CONFIDENTIAL REDACTED - Audit & Risk Committee Minutes 25 November 2020 [**14.2.3** - 191 pages]

OPTIONS

Council has the following options available:

1. To receive and note the minutes from the Audit & Risk Committee meeting of 25 November 2020; and approve suggested amendments to the Committee Charter and Terms of Reference; or
2. To seek further information and consider the minutes at a future meeting.

PROPOSAL

To receive and note the minutes of the Audit & Risk Committee meeting held on 25 November 2020 and approve suggested amendments to the Committee Charter and Terms of Reference.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

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

COMMUNICATION IMPACT

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

LEGISLATIVE IMPACT

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

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

Also, a new requirement under the *Local Government Act 2020*, requires that the Audit & Risk Committee prepare a biannual audit and risk report to be tabled at a Council meeting, that describes the activities of the Audit and Risk Committee and includes its findings and recommendations.

COUNCIL POLICY IMPACT

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

COUNCIL PLAN IMPACT

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

Strategic Objective 6.2: *“Community engagement and customer service excellence is central to Council's decision making process.”*

Strategy 6.2.3: *“Ensure sound processes are in place to facilitate input into Council deliberations and decision making.”*

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

RESOURCES AND STAFF IMPACT

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

COMMUNITY IMPACT

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

ENVIRONMENTAL IMPACT

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

ENGAGEMENT IMPACT

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

RISK MANAGEMENT IMPACT

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

**AUDIT & RISK COMMITTEE MINUTES IN BRIEF –
25 NOVEMBER 2020**

Present: Mr Chris Badger (Chair)
Mr Frank Evans
Ms Kiah Cashman
Councillor Marcus McKenzie
Councillor Garry Stephens

In attendance: Mr David Morcom (Chief Executive Officer)
Mr Arthur Skipitaris (General Manager Corporate Services)
Mr Ian Carroll (Manager Corporate Finance)
Mr Mark Holloway (HLB Mann Judd)
Ms Zara Shan (HLB Mann Judd)
Mrs Sheryl Saynor (Executive Support Officer)

1. Welcome

2. Apologies -

3. Closure of Meeting to Public:-

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

CARRIED

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

5. Adoption of Previous Minutes – 9 October 2020:-

*Councillor Stephens/Kiah Cashman
That the Committee adopt the minutes of the previous meeting held on 9 October 2020.*

CARRIED

6. In Camera Session

The Committee agreed to deal with Item 8 first.

8. Internal Audit: Road Management Plan

*Councillor Stephens/Kiah Cashman
That the Audit & Risk Committee recommend to Council that it receive the report.*

That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 18 November 2020 because it relates to the following grounds:

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

CARRIED

Mark and Zara left the meeting at 2.30pm.

7. Action Items from Previous Minutes

Kiah Cashman/Frank Evans

*That the Audit & Risk Committee recommend to Council that it receive the report.
That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 18 November 2020 because it relates to the following grounds:*

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

CARRIED

9. Status of Audit Recommendations

Councillor Stephens/Frank Evans

*That the Audit & Risk Committee recommend to Council that it receive the report.
That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 18 November 2020 because it relates to the following grounds:*

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

CARRIED

10. Update on COVID-19

Frank Evans/Kiah Cashman

*That the Audit & Risk Committee recommend to Council that it receive the report.
That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 18 November 2020 because it relates to the following grounds:*

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

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

CARRIED

11. Status of Identified Improvements from various Agencies

Councillor Stephens/Kiah Cashman

That the Audit & Risk Committee recommend to Council that it receive the report. That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 18 November 2020 because it relates to the following grounds:

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

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

CARRIED

12. Review of Audit & Risk Committee Charter

Councillor Stephens/Kiah Cashman

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

That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 18 November 2020 because it relates to the following grounds:

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

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

CARRIED



AUDIT & RISK COMMITTEE

CHARTER

Reviewed ~~September-November~~ 2020

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

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

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

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

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

AUDIT & RISK COMMITTEE

TERMS OF REFERENCE

1 General

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

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

2 Membership

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

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

- (b) Appointments of external persons shall be made by Council by way of a public advertisement and be for a maximum term of three years. The terms of the appointment should be arranged to ensure an orderly rotation and continuity of membership despite changes to Council's elected representatives.
- (c) If the Council proposes to remove a member of the Committee, it must give written notice to the member of its intention to do so and provide that member with the opportunity to be heard at a Council meeting which is open to the public, if that member so requests.

- (d) Remuneration will be paid to each independent member of the Committee (the basis may be an annual fee, with an additional amount paid to the Chairperson or a set fee per meeting, or another basis as appropriate).
- (e) The Chairperson shall be appointed from the external members of the Committee by the Audit & Risk Committee subject to Council's approval. In the absence of the appointed Chairperson from a meeting, the meeting will appoint an acting Chairperson from the external members present.
- (f) Other members of Council or Council staff and the internal auditor (whether a member of staff or contractor) may be invited to attend at the discretion of the Committee to advise and provide information when required.
- (g) Representatives of the external auditor should be invited to attend at the discretion of the Committee but **must** attend meetings considering the draft annual financial report and results of the external audit.
- (h) Council shall provide secretarial and administrative support to the Committee.

3 Meetings

- (a) Process
The Committee shall meet at least quarterly (e.g. in August to review the draft annual financial accounts and consider the initial report of the external auditor, in November to review the final results of the annual audit, in February to review the progress of the internal audit program and any interim reports from the external auditor, and in May to review the current year and determine the next financial year annual internal audit program). Additional meetings may be convened at the discretion of the Chairperson, at the written request of an independent member, or any of the member Councillors.
- (b) Declaration of Conflicts of Interest
Declaration of Conflicts of Interest will be in accordance with the requirements of the *Local Government Act 2020*.
- (c) Closure of Meetings to the Public
In accordance with Section 66(2) of the *Local Government Act 2020*.

4 Planning

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

5 Reporting

- (a) The Audit & Risk Committee shall after every meeting forward the minutes of that meeting to the next practical ordinary meeting of the Council, including a report explaining any specific recommendations and key outcomes.

(b) The Committee shall report to the Council on a half yearly basis, or as required by Council, via a Council Workshop, describing the activities of the Committee and including its findings and recommendations (as per Section 54(5) of the *Local Government Act 2020*. A copy of this report is to also be tabled at a Council meeting.

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~~(b) The Committee shall report annually to the Council summarising the activities of the Committee during the previous financial year.~~

(c) The Chairperson may require any report prepared by the Audit & Risk Committee to be listed on the agenda for the next practical ordinary meeting of the Council.

AUDIT & RISK COMMITTEE

LIST OF DUTIES AND RESPONSIBILITIES

(a) The following are the duties and responsibilities of the Audit & Risk Committee in pursuing its Charter:

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

- changes to accounting policies and practices;
 - the process used in making significant accounting estimates;
 - significant adjustments to the financial report (if any) arising from the audit process;
 - compliance with accounting standards and other reporting requirements;
 - significant variances from prior years.
- (10) Annually, make a recommendation to Council on the fairness of the annual financial statements. Review any significant changes that may arise subsequent to any such recommendation but before the financial statements are signed.
- (11) Discuss with the external auditor the scope of the audit and the planning of the audit.
- (12) Discuss with the external auditor issues arising from the audit, including any management letter issued by the auditor and the resolution of such matters.
- (13) Review the annual performance statement and make a relevant recommendation to Council.
- (14) Review issues relating to national competition policy, financial reporting by Council business units and comparative performance indicators.
- (15) Identify and refer specific projects or investigations deemed necessary through the Chief Executive Officer, the internal auditor and the Council if appropriate with reports on any such matters to be reviewed by the Audit & Risk Committee including any incidents of fraud/corrupt conduct or suspected fraud/corrupt conduct.
- (16) Monitor the effectiveness of fraud and corruption prevention practices.
- ~~(17)~~ Monitor the progress of any major legal issues facing the Council.
- ~~(18)~~ Address issues brought to the attention of the Committee, including responding to requests from Council for advice that are within the parameters of the Committee's terms of reference.
- ~~(19)~~ Monitor compliance with other "non-financial" legislated policies (e.g. EEO, OH&S etc).
- (20) Receive a report detailing all reimbursements made to Councillors and members of a delegated committee, as per section 40 of the Local Government Act 2020.
- ~~(21-49)~~ The Audit & Risk Committee in conjunction with Council and the Chief Executive Officer should develop the Committee's performance indicators.
- ~~(22-9)~~ The Audit & Risk Committee will complete an annual evaluation of the Committee's performance at the May meeting.
- ~~(23-4)~~ Should there be a conflict of interest for outsourced internal audit providers who perform other consultancy work for the Council, the issue will be brought before the Audit & Risk Committee for deliberation.
- (b) The Audit & Risk Committee, through the Chief Executive Officer and following authorisation from the Council, and within the scope of its responsibilities, may seek information or obtain expert advice on matters of concern.

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13. Summary of Gifts Register

Frank Evans/Councillor Stephens

***That the Audit & Risk Committee recommend to Council that it receive the report.
That the information contained in this document and designated under Section 3(1)
Confidential Information of the Local Government Act 2020 as confidential by the
Chief Executive Officer on 18 November 2020 because it relates to the following
grounds:***

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

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

CARRIED

14. Review of Council Policies

Councillor Stephens/Frank Evans

***That the Audit & Risk Committee recommend to Council that it receive the report.
That the information contained in this document and designated under Section 3(1)
Confidential Information of the Local Government Act 2020 as confidential by the
Chief Executive Officer on 18 November 2020 because it relates to the following
grounds:***

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

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

CARRIED

15. CEO Credit Card Expenditure - Update

David Morcom left the meeting at 2.46pm.

Councillor Stephens/Kiah Cashman

***That the Audit & Risk Committee recommend to Council that it receive the report.
That the information contained in this document and designated under Section 3(1)
Confidential Information of the Local Government Act 2020 as confidential by the
Chief Executive Officer on 18 November 2020 because it relates to the following
grounds:***

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

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

CARRIED

David Morcom returned to the meeting at 2.49pm.

16. Information Services & Cyber Security Update

Frank Evans/Kiah Cashman

***That the Audit & Risk Committee recommend to Council that it receive the report.
That the information contained in this document and designated under Section 3(1)
Confidential Information of the Local Government Act 2020 as confidential by the***

Chief Executive Officer on 18 November 2020 because it relates to the following grounds:

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

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

CARRIED

17. Financials, Council Plan Highlights and Progress of Major Initiatives and Initiatives

Frank Evans/Kiah Cashman

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

That the information contained in this document and designated under Section 3(1)

Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 18 November 2020 because it relates to the following

grounds:

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

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

CARRIED

18. Fraud Report

Councillor Stephens/Kiah Cashman

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

That the information contained in this document and designated under Section 3(1)

Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 18 November 2020 because it relates to the following

grounds:

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

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

CARRIED

19. Excessive Staff Leave

Frank Evans/Councillor Stephens

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

That the information contained in this document and designated under Section 3(1)

Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 18 November 2020 because it relates to the following

grounds:

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

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

CARRIED

20. Current Key Risk Matters

Councillor Stephens/Kiah Cashman

***That the Audit & Risk Committee recommend to Council that it receive the report.
That the information contained in this document and designated under Section 3(1)
Confidential Information of the Local Government Act 2020 as confidential by the
Chief Executive Officer on 18 November 2020 because it relates to the following
grounds:***

- e) legal privileged information, being information to which legal professional privilege or client legal privilege applies;***
- (l) information that was confidential information for the purposes of section 77 of the Local Government Act 1989.***

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

CARRIED

21. Insurance Report

Frank Evans/Kiah Cashman

***That the Audit & Risk Committee recommend to Council that it receive the report.
That the information contained in this document and designated under Section 3(1)
Confidential Information of the Local Government Act 2020 as confidential by the
Chief Executive Officer on 18 November 2020 because it relates to the following
grounds:***

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

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

CARRIED

22. Register of Commissioned Reports

Kiah Cashman/Councillor Stephens

***That the Audit & Risk Committee recommend to Council that it receive the report.
That the information contained in this document and designated under Section 3(1)
Confidential Information of the Local Government Act 2020 as confidential by the
Chief Executive Officer on 18 November 2020 because it relates to the following
grounds:***

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

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

CARRIED

23. General Business

- 1. Audit & Risk Committee portal**

24. Rotating Assessment of and Feedback on Meeting

THERE BEING NO FUTHER BUSINESS THE MEETING CLOSED AT 3.18PM.



WELLINGTON
SHIRE COUNCIL

The Heart of Gippsland

ORDINARY COUNCIL MEETING
15 DECEMBER 2020

On this 26 November 2020, in accordance with Section 3(1) Confidential Information of the *Local Government Act 2020*; I, Arthur Skipitaris (Delegate) declare that the information contained in the attached document **WELLINGTON SHIRE COUNCIL AUDIT & RISK COMMITTEE - MINUTES** is confidential because it relates to the following grounds:

- e) legal privileged information, being information to which legal professional privilege or client legal privilege applies;
- l) information that was confidential information for the purposes of section 77 of the *Local Government Act 1989*.

.....
General Manager Corporate Services (Delegate)

15. GENERAL MANAGER DEVELOPMENT

15.1. STRATEGIC LAND USE PLANNING 4TH QUARTERLY REPORT

ACTION OFFICER: MANAGER LAND USE PLANNING

PURPOSE

To update Council on the strategic land use planning work program for the fourth quarter (October - December 2020).

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council receive the fourth quarterly update on the strategic land use planning work program (included in Attachment 'Current Planning Projects and Amendments' to this report).

BACKGROUND

The strategic land use planning work program is regularly reviewed by Council's Strategic Land Use Planning Projects Review Group (Review Group).

The Review Group considered it beneficial to provide Council and the community with a quarterly update of the strategic land use planning work program, which comprises various prioritised projects and planning scheme amendments as outlined in Attachment 'Current Planning Projects and Amendments'.

ATTACHMENTS

1. Current Strategic Land Use Planning Projects and Amendments [UEZI] [15.1.1 - 7 pages]

OPTIONS

Council has the following options available:

1. Receive the fourth quarterly update on the strategic land use planning work program;
or
2. Not receive the fourth quarterly update on the strategic land use planning work program and seek further information for consideration at a future Council meeting.

PROPOSAL

To receive the fourth quarterly update on the strategic land use planning work program.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

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

COMMUNICATION IMPACT

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

LEGISLATIVE IMPACT

All strategic land use planning matters are considered in accordance with the *Planning and Environment Act 1987* and/or any relevant legislation.

COUNCIL POLICY IMPACT

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

COUNCIL PLAN IMPACT

The Council Plan 2017-21 Theme 2 Services & Infrastructure states the following strategic objective and related strategy:

Strategic Objective 2.3: *"Wellington Shire is well planned, considering long term growth and sustainability."*

Strategy 2.3.1: *"Continue to provide strategic planning to encourage long term growth and sustainability in Wellington Shire."*

Strategy 2.3.2: *"Ensure sufficient land supply to provide for a range of lifestyle."*

Strategy 2.3.3: *"Recognise and advocate for best practice land development which considers energy efficiency and sustainability for housing."*

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

RESOURCES AND STAFF IMPACT

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

COMMUNITY IMPACT

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

ENVIRONMENTAL IMPACT

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

ENGAGEMENT IMPACT

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

RISK MANAGEMENT IMPACT

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

Current Strategic Planning Projects and Amendments

Current Strategic Planning Projects

North Sale Development Plan and Developer Contributions Plan Priority: High Anticipated completion: 20/21
Status
<p>The 'North Sale Development Plan' (Development Plan) was formally adopted by Council at its meeting of 17 April 2018 and facilitates the coordinated and integrated growth of 294 hectares of land within the nominated growth area to the north of Sale over the next 15-20 years.</p> <p>The adopted Development Plan is available to view electronically on Council's website and in hard copy at the Shire offices at 18 Desailly Street, Sale.</p> <p>Detailed work (including further drainage investigations) continues in the preparation of the associated (and complex) Infrastructure Funding Arrangement, which will seek to equitably apportion the costs associated with the required infrastructure provision across all of the developable land within the growth area.</p> <p>As work now nears completion, it is anticipated that feedback on the contributions arrangement will be sought from interested parties during the first half of 2021.</p>
West Sale and Wurruk Industrial Land Supply Strategy – Technical Report Preparation Priority: High Anticipated completion: 20/21
Status
<p>The '<i>West Sale and Wurruk Industrial Land Supply Strategy (April 2018)</i>', (the Strategy) was formally adopted by Council at its meeting of 19 June 2018. A recommended action of the Strategy was the preparation of several detailed technical reports to address issues relating to cultural heritage, vegetation, drainage and traffic matters.</p> <p>With funding from the Victorian Planning Authority via the '<i>Streamlining for Growth</i>' program, consultants Urban Enterprise have been preparing the technical reports to support the detailed master planning of the land.</p> <p>A suite of draft technical reports has been completed and reviewed by Council Officers. The recommendations of the draft reports have identified a number of matters that require further detailed consideration.</p> <p>Officers are currently working with the relevant statutory authorities to address these issues, prior to finalising the reports.</p>

Planning in the Economic Growth Zone (PEGZ)**Priority: High Anticipated completion: 20/21****Status**

The '*Economic Growth Zone*' (EGZ) was established in November 2016 as part of a \$226 million package to help boost the local economy of the Latrobe Valley.

The EGZ includes Wellington Shire, Latrobe City and Baw Baw Shire. The '*Planning in the Economic Growth Zone*', (PEGZ) initiative comprises a series of planning projects that constitute the town planning response to the Minister for Planning's declaration of the EGZ.

All of the PEGZ projects aim to support economic development through a review of the Wellington Planning Scheme provisions to create a simpler, more consistent and less cumbersome planning system across the EGZ.

At the meeting of 2 June 2020, Council resolved to seek Authorisation from the Minister for Planning to proceed with Amendment C109, which will formally incorporate the findings of both the Planning Policy Framework (PPF) and PEGZ programs into the Wellington Planning Scheme.

A request for Authorisation from the Minister for Planning to proceed with Amendment C109 will be formally sought in due course - subject to the current COVID restrictions and consideration of the potential implications/impacts on the public exhibition component of the process.

Port of Sale East Bank Redevelopment Study**Priority: High Anticipated completion: 20/21****Status**

The '*Port of Sale East Bank Redevelopment Study*', (the Study) aims to investigate the strategic land use opportunities and associated planning provisions required to guide the redevelopment of land located on the eastern side of the Port of Sale, being land formerly occupied by the Sale High School and Specialist School.

Following a period of community consultation, Ratio planning consultants prepared draft planning scheme provisions to facilitate appropriate uses and development on the site, the details of which are currently being reviewed for future Council consideration.

Maffra Structure Plan**Priority: High Anticipated completion: 20/21**

Status
<p>Background preparation work has commenced on the Maffra Structure Plan (the Structure Plan) with Mesh planning consultants having been appointed to undertake the project.</p> <p>As a key strategic land use planning project, the Structure Plan will focus on the growth needs of Maffra and establish a direction as to how and where it should develop into the future. The Structure Plan will, amongst other things:</p> <ul style="list-style-type: none"> • provide an up-to-date and relevant strategic land use planning framework for Maffra; • facilitate the coordinated and integrated growth of the township over the next 20 years; • provide an informed direction for the future supply of land for residential, commercial and industrial uses, and • review associated drainage and infrastructure issues holistically. <p>Given the constraints associated with the COVID 19 pandemic, Officers have been working closely with consultants Mesh Planning to develop ways to meaningfully progress the Structure Plan process within the parameters of current government social distancing restrictions.</p> <p>As such, several 'virtual' on-line workshops have been conducted with key internal and external stakeholders to inform a <i>'Discussion Paper and Emerging Directions Report'</i>, which outlines key strategic land use issues and opportunities. The Report will be the subject of a period of general public consultation in early 2021.</p> <p>Mechanisms to facilitate broader, more comprehensive community input are proposed once COVID 19 restrictions permit.</p>
Review of Planning Controls - RAAF Base East Sale Priority: High Anticipated completion: 20/21
Status
<p>Following significant upgrades at RAAF Base East Sale to accommodate expanded officer training and facilitate the use of new aircraft, background work is now underway to review and assess updated noise contour mapping to support the on-going operation of the airfield.</p> <p>Officers initiated dialogue with the Department of Defence (Defence) in October 2019 to discuss the best approach to the development of updated planning controls. Consultation with Defence will continue to allow for the finalisation of preferred planning controls, which will also need the support of the Department of Environment, Land, Water and Planning.</p>

A future Planning Scheme Amendment will be undertaken to formally incorporate new controls into the Wellington Planning Scheme.

'Port of Sale Precinct Masterplan - Review and Revision' and 'Residential Land Supply – Stocktake'

Priority: High Anticipated completion: 20/21

Status

Strong and consistent feedback received from key stakeholders during the General Manager's *'Listening Tour'*, highlighted the limited availability of lots to purchase for residential development within the key townships, as a priority issue. Relieving the residential lot shortage is a key to increasing population growth, improving economic prosperity and reducing the residential rental shortage.

The need to update, consult and to formally adopt the Port of Sale (POS) Masterplan as a key strategic precinct for Council and the community has also been identified as a key project. The key focus will be the east bank education site redevelopment, the west bank redevelopment (both the moorings project and the pedestrian upgrades) and developing a place making plan to activate the public spaces. Other (near-by) key strategic sites - including the former Sale Police Station, connectivity to the TAFE new building site and strategic vacant industrial land at York Street South near the Lake will also be investigated.

Both projects are a priority for the 20/21 financial year and will be underpinned by a Charrette exercise (intensive workshop involving all key stakeholders). A Charrette (also known as an Enquiry by Design), is an intensive workshop in which a broad range of multi-disciplinary stakeholders are brought together to collaborate on and resolve a design issue(s) or other land use matter. At the close of the Charrette, the result is a shared vision for the subject site/subject matter, which is shared by everyone linked to the development.

A series of virtual 'on-line' Charrette/Workshop's, facilitated by Urbanismplus Planning Consultants have been held for the POS Masterplan, with work continuing remotely in the coming months.

A draft revised Master Plan has been prepared and will be subject to a period of public exhibition early in 2021, during which time feedback will be sought from the public.

A Charrette exercise for the Residential Stocktake is proposed to be held in early 2021 – subject to COVID 19 restrictions.

Wellington Growth Management Strategy

Priority: Medium Anticipated completion: 21/22

Status

Growth Management Strategies (GMS) provide an overarching plan for future growth across the Wellington Shire, as well as to plan for future service and infrastructure provision to facilitate such growth.

Key elements of a GMS include:

- Planning for the delivery of new houses.
- Planning for a range of different housing types to meet the needs of our future communities.
- Planning for a range of new employment opportunities so that residents have greater opportunities for working locally and within the region.
- Acknowledging and seeking to protect the Shire's rural and resource land because of their special economic, environmental and cultural values.
- Encouraging sustainable growth, which supports existing key townships.
- Making the provision of services and infrastructure deliverable, efficient and viable.

The GMS does not rezone land but provides overarching policy to guide decisions as to where future growth should be best directed.

As a major Shire-wide strategic land use planning document, initial background research and analysis for the GMS will occur in due course.

Current Council Planning Scheme Amendments

C99: Updated Flood Mapping

Priority: High Anticipated Completion: To be confirmed

Status

Amendment C99 proposes revisions to the Wellington Planning Scheme to incorporate up-to-date, Shire-wide flood mapping and associated revised local planning policy to mitigate against potential flood hazards.

The Amendment will be further considered by Council once a State-wide policy and strategy response to coastal flooding and coastal climate change adaptation is finalised by the State Government.

C102: Technical Amendment

Priority: Low Anticipated completion: Completed

Status

Detailed background work in compiling minor policy-neutral technical errors within the Wellington Planning Scheme (i.e. mapping and grammatical anomalies) is complete.

The detailed content of Amendment C102 has been discussed with the Department of Environment, Land, Water and Planning and the support of individually affected landowners secured.

At its meeting of 21 April 2020 Council resolved to forward Amendment C102 to the Minister for Planning for approval.

Amendment C102 has been approved by the Minister for Planning and formally came into effect on Thursday 22 October 2020.

C109: Implementation of Smart Planning and Planning in the Economic Growth Zone Recommendations

Priority: High Anticipated completion: 20/21

Status

In conjunction with the State Government, Council has completed several planning studies as part of the '*Planning in the Economic Growth Zone*' (PEGZ) initiative. The objectives of PEGZ is to streamline the provisions of the Wellington Planning Scheme (WPS) to make it more efficient and user-friendly through a reduction in the number of triggers for planning permits and stronger planning policy guidance.

The work of the PEGZ initiative has also been complemented by the completion of the State Government's, '*Smart Planning Program*', which facilitates the restructure of **all** Planning Schemes across Victoria to provide greater consistency and streamlining. This has been achieved through the deletion of redundant provisions, repetition, and the closer realignment of State/regional/local planning policy.

Amendment C109 seeks to implement and formalise the recommendations of both initiatives into the WPS.

At the meeting of 2 June 2020, Council resolved to seek Authorisation from the Minister for Planning to proceed with Amendment C109.

A request for Authorisation will be formally sought in due course - subject to the current COVID restrictions and consideration of the potential implications/impacts on the public exhibition component of the process.

Current Private Planning Scheme Amendments

C94: Rezoning of the former Sale Police Station Site

Priority: High Anticipated completion: Completed

Status
<p>At the request of the Department of Justice, the former Sale Police Station (located on the South Gippsland Highway) was rezoned from the Public Use Zone to the Residential Growth Zone to facilitate its sale as a surplus asset to the Department's needs.</p> <p>A formal Notice of Approval of the rezoning appeared in the Government Gazette on 14 January 2016.</p> <p>The State Government is continuing in its work to resolve the issue of the removal of Native Title on the site, which currently prevents the sale of the land for development purposes.</p>

15.2. REVIEW OF EXTERNAL MARKETING BUDGET ALLOCATION

ACTION OFFICER: GENERAL MANAGER DEVELOPMENT

PURPOSE

For Council to determine how to allocate funds currently directed to Central Gippsland Tourism once the current Memorandum of Understanding ends on 31 March 2021.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council resolves to:

- 1. At the conclusion of the current Memorandum of Understanding (the end of March 2021) between Council and Central Gippsland Tourism, to reallocate \$92,000 of funds on an ongoing basis towards a Council managed local buy/town centre/local events program to continue the 'Business Boost/Middle of Everywhere' campaign.***
- 2. Allocate for the 2021/22 year the remaining \$5,000 to Central Gippsland Tourism for administrative support, to attract members and maintain networking opportunities. That this allocation be reviewed annually as part of the annual budget process.***

BACKGROUND

Council has a Memorandum of Understanding (MOU) with Central Gippsland Tourism (CGT) to actively market the region to external audiences.

Central Gippsland Tourism's board consists predominantly of local people operating accommodation, hospitality or tourism related businesses.

The current MOU between Council and CGT commenced in October 2019 and concludes at the end of March 2021. The MOU outlines CGT's three key objectives as part of the MOU:

1. Support visitor marketing opportunities external to Wellington Shire
2. Promote industry development initiatives
3. Demonstrate sound governance and specific outputs proportionate to the significant funds

CGT also provides an important networking opportunity for business operators in accommodation, hospitality or tourism sectors. Staff will be meeting with the CGT Board before the Council meeting to go through what is proposed in terms of future funding beyond the current MOU.

CGT has been unable to deliver some of the key deliverables of the current MOU.

The tourism sector is ranked eighth in terms of job numbers in the municipality. Annually, Council allocates to local tourism sector:

- \$97,000 to Central Gippsland Tourism (CGT)

- \$34,000 to Destination Gippsland Limited (DGL)
- \$30,000 as an additional payment to Destination Gippsland Limited to support post bushfire marketing

Council acknowledges the multiple economic shocks over recent years: drought, bushfire and Covid-19. The impact of these shocks has been experienced across multiple industry sectors in the local economy.

In November, Council launched a new marketing campaign titled the 'The Middle of Everywhere'. This campaign is funded via grant funding secured by Council from the Victorian and Australian Governments in response to the 2019/20 Summer bushfires which severely impacted on visitation to Wellington Shire.

In June, following a competitive tender process, Council engaged Pace Marketing to develop the creative elements of the marketing campaign. Pace have conducted consultation sessions across the municipality to identify the region's unique strengths and influence the creative outputs of the marketing campaign. Representatives from the CGT board participated in these consultation sessions facilitated by Pace Marketing.

'The Middle of Everywhere' campaign is being managed by Council and is a business recovery initiative designed to raise the municipality's profile as a place to visit, stay, shop, work, invest and live. The campaign also aims to promote 'local buy' to help businesses recover by bringing people into the region and also instil pride in local residents.

A marketing campaign reference group has also been established and meets regularly with members drawn from across the municipality, including representatives from CGT.

'The Middle of Everywhere' campaign will be supported with advocate videos, town entry signage, 'The Middle of Everywhere' app, website, events, banners, social media, television and radio advertising.

Funding for 'The Middle of Everywhere' will be fully expended in 2021. Council is considering how the campaign can continue to be funded once the Victorian and Australian Government grant funding is expended.

At the conclusion of the current MOU, Council has the option to reallocate \$92,000 of Council funding currently allocated to CGT and redirect towards a Council managed local buy/town centre/local events program to build upon 'The Middle of Everywhere' campaign. Council can then allocate \$5,000 annually to CGT to fund administrative support, attract members and maintain networking opportunities for its members.

This proposed \$5,000 allocation is consistent with Council's previous support for the Committee for Wellington with similar deliverables. It would be reviewed annually as part of the budget process.

ATTACHMENTS

Nil

OPTIONS

Council has the following options available:

1. Council extends the existing MOU beyond March 2021 as is, with the same funding allocation; or
2. At the conclusion of the existing MOU between Council and CGT, Council reallocate \$92,000 of Council funds towards a Council managed local buy/town centre/local events program to build upon 'The Middle of Everywhere' campaign. Council will allocate \$5,000 to CGT annually for administrative support, to attract members and maintain networking opportunities.

PROPOSAL

That Council, at the conclusion of the current Memorandum of Understanding (MOU) between Council and Central Gippsland Tourism (CGT), reallocate \$92,000 of Council funds towards a Council managed local buy/town centre/local events program to build upon 'The Middle of Everywhere' campaign. Council will allocate \$5,000 to CGT annually for administrative support, to attract members and maintain networking opportunities.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

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

COMMUNICATION IMPACT

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

LEGISLATIVE IMPACT

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

COUNCIL POLICY IMPACT

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

COUNCIL PLAN IMPACT

The Council Plan 2017-21 Theme 5 Economy states the following strategic objective and related strategy:

Strategic Objective 5.3: *"Grow Wellington Shire's visitor economy."*

Strategy 5.3.1: "Work with key stakeholder organisations to increase consumer awareness of Wellington Shire's strengths."

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

RESOURCES AND STAFF IMPACT

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

COMMUNITY IMPACT

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

ENVIRONMENTAL IMPACT

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

ENGAGEMENT IMPACT

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

RISK MANAGEMENT IMPACT

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

15.3. OCTOBER 2020 PLANNING DECISIONS REPORT

ACTION OFFICER: MANAGER LAND USE PLANNING

PURPOSE

To provide a report to Council on recent planning permit trends and planning decisions made under delegation by Statutory Planners during the month of October 2020.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council note the report on recent Planning Permit trends and Planning Application determinations between 1 October and 31 October 2020.

BACKGROUND

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

A copy of planning permit decisions made between 1 October and 31 October 2020 is included in Attachment October 2020 Planning Decisions Report.

Attachment October 2020 Planning Trends Report provides an overview of recent planning permit trends including decisions made, efficiency of decision making and the estimated value of approved development (derived from monthly planning permit activity reporting data).

ATTACHMENTS

1. October 2020 Planning Decisions Report [**15.3.1** - 6 pages]
2. October 2020 Planning Trends Report [**15.3.2** - 3 pages]

OPTIONS

Council has the following options available:

1. Receive the October 2020 planning decisions report; or
2. Not receive the October 2020 planning decisions report and seek further information for consideration at a future Council meeting.

PROPOSAL

That Council note the report of recent planning permit trends and planning application determinations between 1 October and 31 October 2020.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

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

COMMUNICATION IMPACT

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

LEGISLATIVE IMPACT

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

COUNCIL POLICY IMPACT

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

COUNCIL PLAN IMPACT

The Council Plan 2017-21 Theme 2 Services & Infrastructure states the following strategic objective and related strategy:

Strategic Objective 2.3: *"Wellington Shire is well planned, considering long term growth and sustainability."*

Strategy 2.3.2: *"Ensure sufficient land supply to provide for a range of lifestyle."*

Strategy 2.3.3: *"Recognise and advocate for best practice land development which considers energy efficiency and sustainability for housing."*

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

RESOURCES AND STAFF IMPACT

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

COMMUNITY IMPACT

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

ENVIRONMENTAL IMPACT

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

ENGAGEMENT IMPACT

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

RISK MANAGEMENT IMPACT

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

**PLANNING APPLICATION DETERMINATIONS
BETWEEN 1/10/2020 AND 31/10/2020**

Application No/Year	Date Received	Property Title & Address	Proposal	Status
286-6/2011	7/09/2020	Assessment No. 85381 CA: 114 SEC: 1 PRINCES HWY SALE	Amendment to existing permit.	Permit Issued by Delegate of Resp/Auth 7/10/2020
357-2/2012	30/10/2020	Assessment No. 388264 LOT: 13 PS: 506503D 25 PANORAMA DR WOODSIDE BEACH	Buildings & works associated with construction of a garage & shed.	Withdrawn 30/10/2020
201-2/2016	17/09/2020	Assessment No. 293522 LOT: 11 LP: 12453 2 EVELYN ST YARRAM	Subdivision of the land into two lots.	Permit Issued by Delegate of Resp/Auth 20/10/2020
45-4/2017	18/08/2020	Assessment No. 191551 PC: 174095 133 MILL LANE ROSEDALE	Buildings & works associated with construction of industrial building.	Permit Issued by Delegate of Resp/Auth 7/10/2020
88-3/2018	22/09/2020	Assessment No. 185868 LOT: 4 PS: 504529U 6,471 SOUTH GIPPSLAND LONGFORD	Use & development assoc with construction of dwelling & outbuilding.	Permit Issued by Delegate of Resp/Auth 30/10/2020
248-2/2018	12/08/2020	Assessment No. 83287 LOT: 1 TP: 616622S 90 FOSTERTON RD EAST SALE	Use of land for domestic animal husbandry (up to 12 cats).	Permit Issued by Delegate of Resp/Auth 9/10/2020
274-1/2019	30/08/2019	Assessment No. 429779 LOT: 27 PS: 524074X 19 THE RIDGE WURRUK	Re-subdivision of 7 lots to make 9.	Permit Issued by Delegate of Resp/Auth 9/10/2020
303-2/2019	22/10/2020	Assessment No. 274035 LOT: 4 LP: 132241 2 KEMPS RD YARRAM	Use and development of a dwelling.	Permit Issued by Delegate of Resp/Auth 30/10/2020
335-2/2019	20/08/2020	Assessment No. 231266 LOT: 2628 LP: 70942 89 GOODLETT AVE LOCH SPORT	Buildings and works associated with use as a service station.	Permit Issued by Delegate of Resp/Auth 15/10/2020
46-1/2020	11/02/2020	Assessment No. 307116 LOT: 1 TP: 894873J 89 JOHNSON ST MAFFRA	Two lot subdivision.	Withdrawn 13/10/2020
151-1/2020	7/05/2020	Assessment No. 15610 CA: 13 SEC: 87 85 THOMSON ST SALE	Development of 4 dwellings on a lot.	Permit Issued by Delegate of Resp/Auth 16/10/2020

ATTACHMENT 15.3.1

Application No/Year	Date Received	Property Title & Address	Proposal	Status
196-1/2020	16/06/2020	Assessment No. 383927 LOT: A PS: 424842K DAWSON LANE SEATON	Buildings and works associated with construction of a dwelling.	Permit Issued by Delegate of Resp/Auth 1/10/2020
212-1/2020	24/06/2020	Assessment No. 91835 LOT: 1 LP: 621449N DARGO RD DARGO	Change access to a road zone, B&W- installation of a dump point.	Refusal Issued by Delegate of Respo/Auth 9/10/2020
222-1/2020	2/07/2020	Assessment No. 188813 LOT: 1 TP: 173948 33-59 CRICKET ST ROSEDALE	Use and development of a dwelling.	NOD issued by Delegate of Respon/Auth 30/10/2020
234-2/2020	13/10/2020	Assessment No. 109173 LOT: 2 BLK: 1 PS: 9309 37 MAIN ST COWWARR	Use of land for a takeway food premises (mobile coffee van).	Permit Issued by Delegate of Resp/Auth 20/10/2020
250-1/2020	22/07/2020	Assessment No. 95208 LOT: 1 TP: 409064G 13 LOWER DARGO RD DARGO	Use & development/camping& caravan ground/b&w group accommodation.	Permit Issued by Delegate of Resp/Auth 9/10/2020
252-1/2020	22/07/2020	Assessment No. 420737 LOT: 4 PS: 536484K 45 BROBERG CL HEYFIELD	Buildings and works associated with construction of a dwelling.	Permit Issued by Delegate of Resp/Auth 16/10/2020
263-1/2020	28/07/2020	Assessment No. 40840 LOT: 2 LP: 29217 2 INGLIS ST SALE	Two lot subdivision.	Permit Issued by Delegate of Resp/Auth 21/10/2020
275-1/2020	31/07/2020	Assessment No. 269522 LOT: 1 TP: 884369C 15 COSTELLOS RD GIFFARD	Use of the land for a host farm (existing shearers accommodation).	Permit Issued by Delegate of Resp/Auth 8/10/2020
280-1/2020	4/08/2020	Assessment No. 444174 LOT: 1 PS: 705862N 210 SEASPRAY RD LONGFORD	Two lot subdivision.	Permit Issued by Delegate of Resp/Auth 2/10/2020
281-1/2020	4/08/2020	Assessment No. 278150 PC: 360542Q 60-62 SOUTH ST PORT ALBERT	Two lot subdivision.	Permit Issued by Delegate of Resp/Auth 21/10/2020
283-1/2020	5/08/2020	Assessment No. 212894 LOT: 179 LP: 52647 14 SPINDRIFT AVE GOLDEN BEACH	Buildings and works associated with construction of a dwelling.	Permit Issued by Delegate of Resp/Auth 16/10/2020
287-1/2020	7/08/2020	Assessment No. 109207 LOT: 1 BLK: 2 PS: 9309 33 MAIN ST COWWARR	Use of the land for a take away food premises (Mobile coffee van).	Permit Issued by Delegate of Resp/Auth 12/10/2020

ATTACHMENT 15.3.1

Application No/Year	Date Received	Property Title & Address	Proposal	Status
294-1/2020	13/08/2020	Assessment No. 237156 LOT: 1 TP: 108599S 341 NATIONAL PARK RD LOCH SPORT	Buildings & works associated with a garaport (outbuilding).	Permit Issued by Delegate of Resp/Auth 2/10/2020
295-1/2020	14/08/2020	Assessment No. 182907 LOT: 83 LP: 82059 2,314 SHORELINE DR THE HONEYSUCKLES	B & W associated with construction of a dwelling and outbuilding.	Permit Issued by Delegate of Resp/Auth 15/10/2020
304-1/2020	20/08/2020	Assessment No. 277988 LOT: 8 BLK: 18 LP: 3222 23 SOUTH ST PORT ALBERT	B & W associated with construction of a dwelling & outbuilding.	Permit Issued by Delegate of Resp/Auth 21/10/2020
308-1/2020	21/08/2020	Assessment No. 446666 LOT: 2445 LP: 70941 54 BERNADETTE AVE LOCH SPORT	Buildings and works associated with construction of a dwelling.	Permit Issued by Delegate of Resp/Auth 28/10/2020
309-1/2020	21/08/2020	Assessment No. 380907 LOT: 1 TP: 575869 GEORGE ST MAFFRA	Buildings and works associated with construction of a shed.	Permit Issued by Delegate of Resp/Auth 8/10/2020
312-1/2020	24/08/2020	Assessment No. 373761 LOT: 1 PS: 400072U 352-354 RAGLAN ST SALE	Development of additions to the existing industrial building.	Permit Issued by Delegate of Resp/Auth 22/10/2020
313-1/2020	24/08/2020	Assessment No. 263087 LOT: 6 PS: 144854 11 BYRNES RD WOODSIDE BEACH	Buildings and works associated with construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 8/10/2020
316-1/2020	25/08/2020	Assessment No. 231332 LOT: 2614 LP: 70942 75 GOODLETT AVE LOCH SPORT	Buildings & works associated with extension to existing dwelling.	Permit Issued by Delegate of Resp/Auth 30/10/2020
322-1/2020	27/08/2020	Assessment No. 222059 PC: 374185K 70-72 SUNBURST AVE GOLDEN BEACH	B & W/alterations to existing building/construction of a fence.	Permit Issued by Delegate of Resp/Auth 30/10/2020
323-1/2020	27/08/2020	Assessment No. 49601 LOT: 1 TP: 240530R 9 TURNBULL ST SALE	Subdivision of the land into two lots.	Permit Issued by Delegate of Resp/Auth 26/10/2020
332-1/2020	2/09/2020	Assessment No. 37275 CA: 3 SEC: 17 8-10 DUNDAS ST SALE	Buildings & works associated with extension to existing dwelling.	Permit Issued by Delegate of Resp/Auth 22/10/2020
334-1/2020	3/09/2020	Assessment No. 195529 CA: 24 SEC: 2 19 FORESHORE RD SEASPRAY	Development of the site for a second dwelling.	No Permit Required 28/10/2020

ATTACHMENT 15.3.1

Application No/Year	Date Received	Property Title & Address	Proposal	Status
336-1/2020	4/09/2020	Assessment No. 190967 LOT: 5 PS: 32007 2-10 ROSEDALE-LONGFORD ROSEDALE	Subdivision of the land into three lots and new access to RDZ1.	Permit Issued by Delegate of Resp/Auth 16/10/2020
337-1/2020	4/09/2020	Assessment No. 195586 CA: 30 SEC: 2 31 FORESHORE RD SEASPRAY	Buildings and works associated with extension to existing dwelling.	Permit Issued by Delegate of Resp/Auth 15/10/2020
338-1/2020	4/09/2020	Assessment No. 31393 LOT: 1 TP: 577832T 148 STAWELL ST SALE	Buildings and works associated with extension to existing dwelling.	Permit Issued by Delegate of Resp/Auth 15/10/2020
358-1/2020	17/09/2020	Assessment No. 12351 LOT: 2 TP: 614663N 511 RAYMOND ST SALE	Buildings and works associated with construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 2/10/2020
360-1/2020	17/09/2020	Assessment No. 357905 PC: 353898N 446 BOGGY CREEK RD RIVERSLEA	Buildings and works for an replacement dwelling.	Permit Issued by Delegate of Resp/Auth 5/10/2020
360-2/2020	9/10/2020	Assessment No. 357905 PC: 353898N 446 BOGGY CREEK RD RIVERSLEA	Buildings and works for an replacement dwelling.	Permit Issued by Delegate of Resp/Auth 15/10/2020
364-1/2020	22/09/2020	Assessment No. 437095 LOT: C PS: 735000C BURLEY PL MAFFRA	Two lot subvisision/creation of reserve & alter access to road zone.	Permit Issued by Delegate of Resp/Auth 30/10/2020
365-1/2020	22/09/2020	Assessment No. 111336 CA: 102A 1,702 CAIRNBROOK RD GLENGARRY	Buildings & works associated with construction of a farm shed.	Permit Issued by Delegate of Resp/Auth 5/10/2020
366-1/2020	22/09/2020	Assessment No. 230508 LOT: 2352 LP: 70941 4 GEOFFREY AVE LOCH SPORT	Use and development of the land for a solar energy facility.	Withdrawn 28/10/2020
368-1/2020	22/09/2020	Assessment No. 438317 LOT: 2 PS: 728215U 18 KING ST ROSEDALE	Buildings and works associated with construction of a dwelling.	Permit Issued by Delegate of Resp/Auth 29/10/2020
370-1/2020	23/09/2020	Assessment No. 336651 LOT: 1 TP: 763443T 39 CARPENTER ST MAFFRA	Buildings & works for a verandah to a commercial building.	Permit Issued by Delegate of Resp/Auth 7/10/2020
372-1/2020	24/09/2020	Assessment No. 394700 LOT: 3 PS: 212793T 54 OLD CARRAJUNG RD CARRAJUNG LOWER	Buildings and works associated with construction of a farm shed.	Permit Issued by Delegate of Resp/Auth 29/10/2020

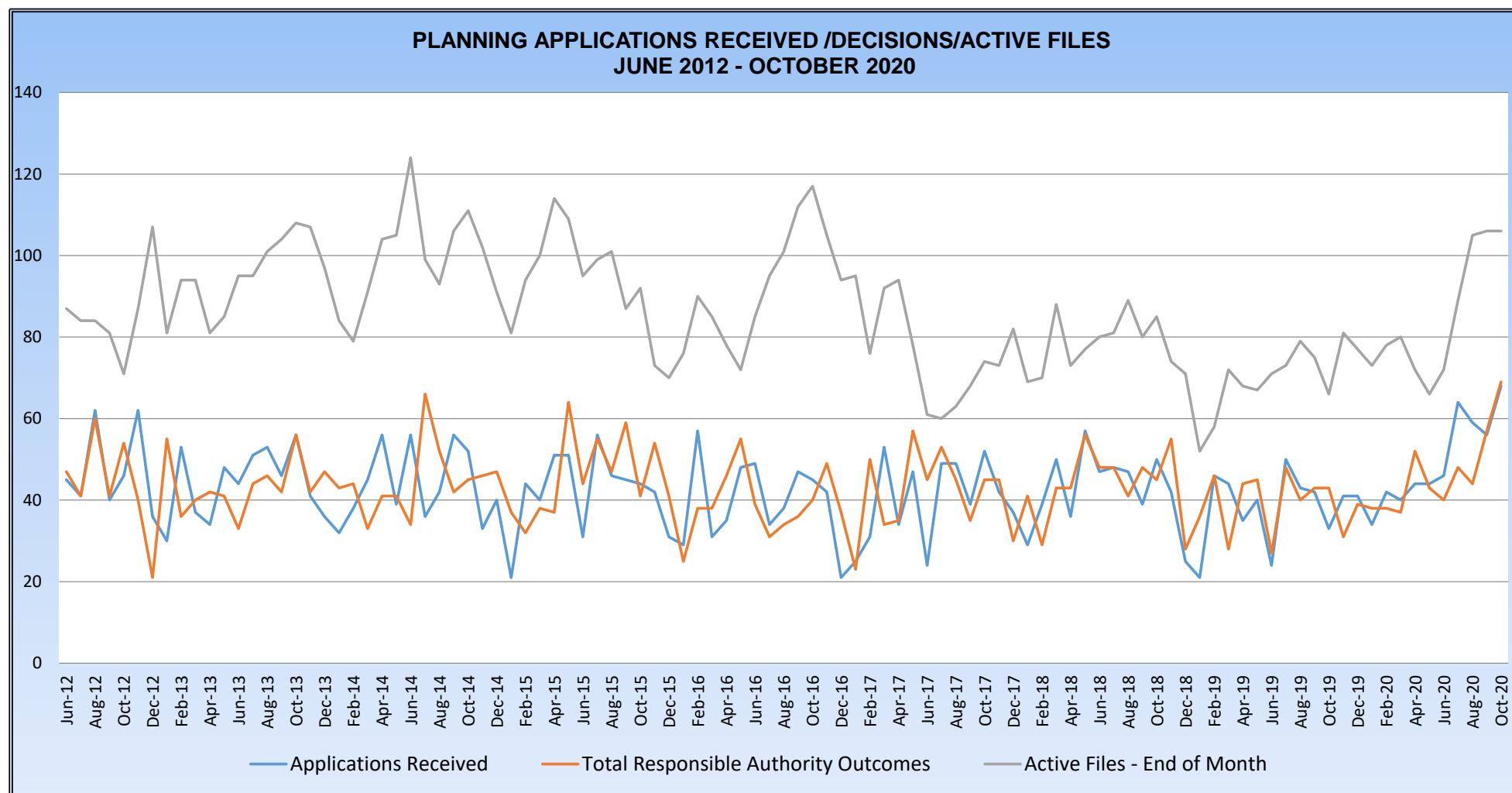
ATTACHMENT 15.3.1

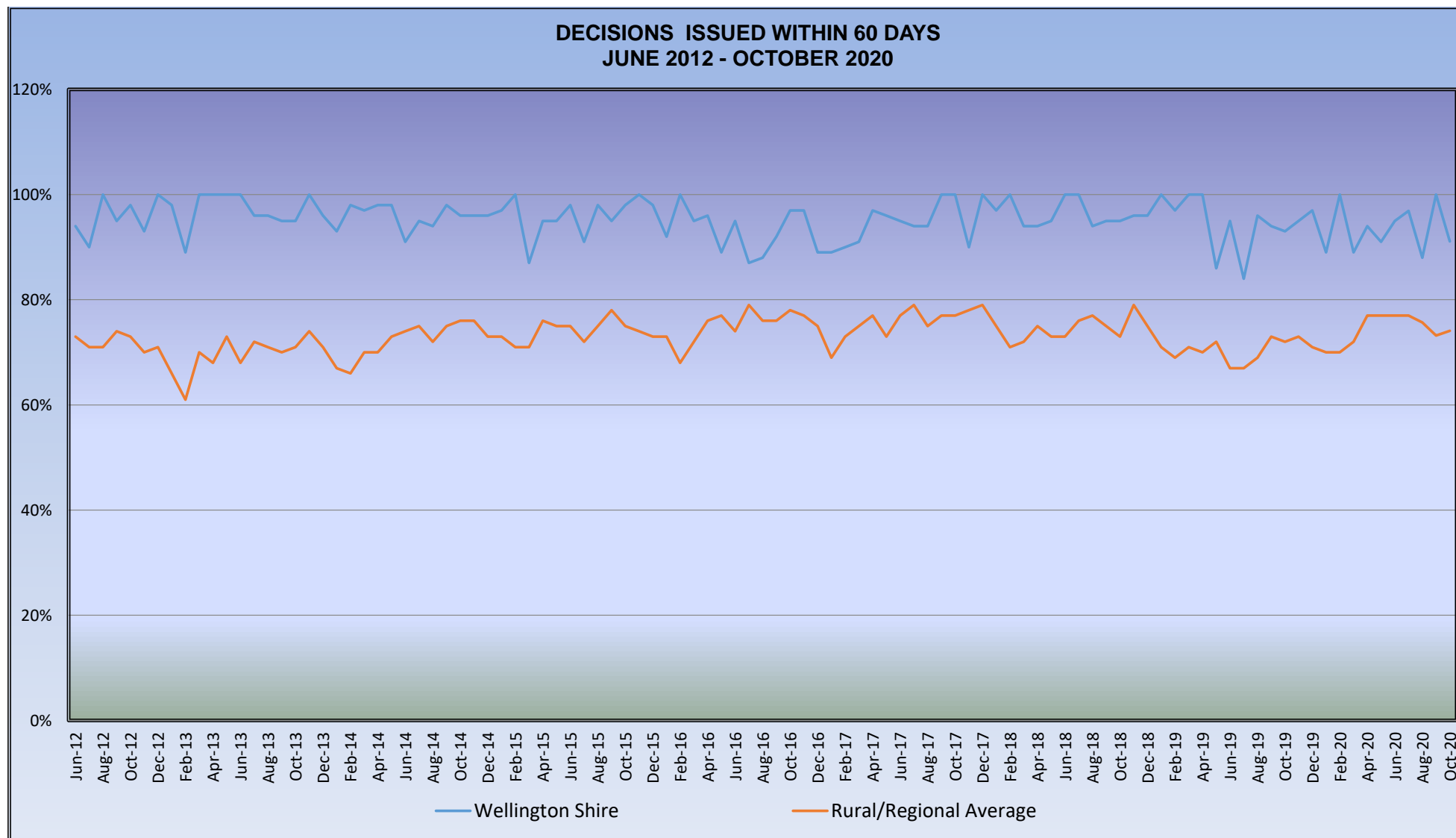
Application No/Year	Date Received	Property Title & Address	Proposal	Status
373-1/2020	24/09/2020	Assessment No. 213991 LOT: 299 LP: 52647 70 SHORELINE DR GOLDEN BEACH	Buildings and works associated with construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 8/10/2020
374-1/2020	24/09/2020	Assessment No. 83147 LOT: 1 LP: 220944D 335 DAWSON ST SALE	Buildings and works associated with construction of a shed.	Permit Issued by Delegate of Resp/Auth 16/10/2020
375-1/2020	25/09/2020	Assessment No. 51938 PTL: 2 PS: 547898T 149 CUNNINGHAME ST SALE	Buildings and works associated with construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 7/10/2020
377-1/2020	28/09/2020	Assessment No. 374488 LOT: 4 PS: 346948B 2,301 TRARALGON-MAFFRA COWWARR	Buildings and works associated with construction of a farm shed.	Permit Issued by Delegate of Resp/Auth 9/10/2020
379-1/2020	29/09/2020	Assessment No. 97162 PC: 104577 109 RAMAHYUCK RD PERRY BRIDGE	Buildings and works associated with an agricultural shed.	Permit Issued by Delegate of Resp/Auth 9/10/2020
380-1/2020	1/10/2020	Assessment No. 274803 PC: 375084L 53-55 TURNBULL ST ALBERTON	Buildings & works associated with construction of a shed.	Permit Issued by Delegate of Resp/Auth 15/10/2020
381-1/2020	1/10/2020	Assessment No. 435271 LOT: 1 PS: 734395E 10 BOND ST SALE	Buildings and works associated with construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 9/10/2020
385-1/2020	2/10/2020	Assessment No. 410647 LOT: 2 PS: 448649T 407 MAFFRA-SALE RD BUNDALAGUAH	Buildings and works associated with construction of a farm shed.	Permit Issued by Delegate of Resp/Auth 21/10/2020
390-1/2020	6/10/2020	Assessment No. 80028 LOT: 4 PS: 220706V 21 PRINCES HWY STRATFORD	B&W/extension to an existing restricted recreation facility.	Permit Issued by Delegate of Resp/Auth 20/10/2020
394-1/2020	8/10/2020	Assessment No. 228445 LOT: 1 TP: 189341C 14 COVE ST LOCH SPORT	Buildings & works associated with construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 26/10/2020
396-1/2020	8/10/2020	Assessment No. 324202 PTL: 1 PS: 91309 8 LICOLA-JAMIESON RD LICOLA	Development of land for telecommunications facility.	Permit Issued by Delegate of Resp/Auth 28/10/2020
398-1/2020	8/10/2020	Assessment No. 222984 PC: 374961Q 16-18 ANETA CT LOCH SPORT	Buildings & works associated with construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 20/10/2020

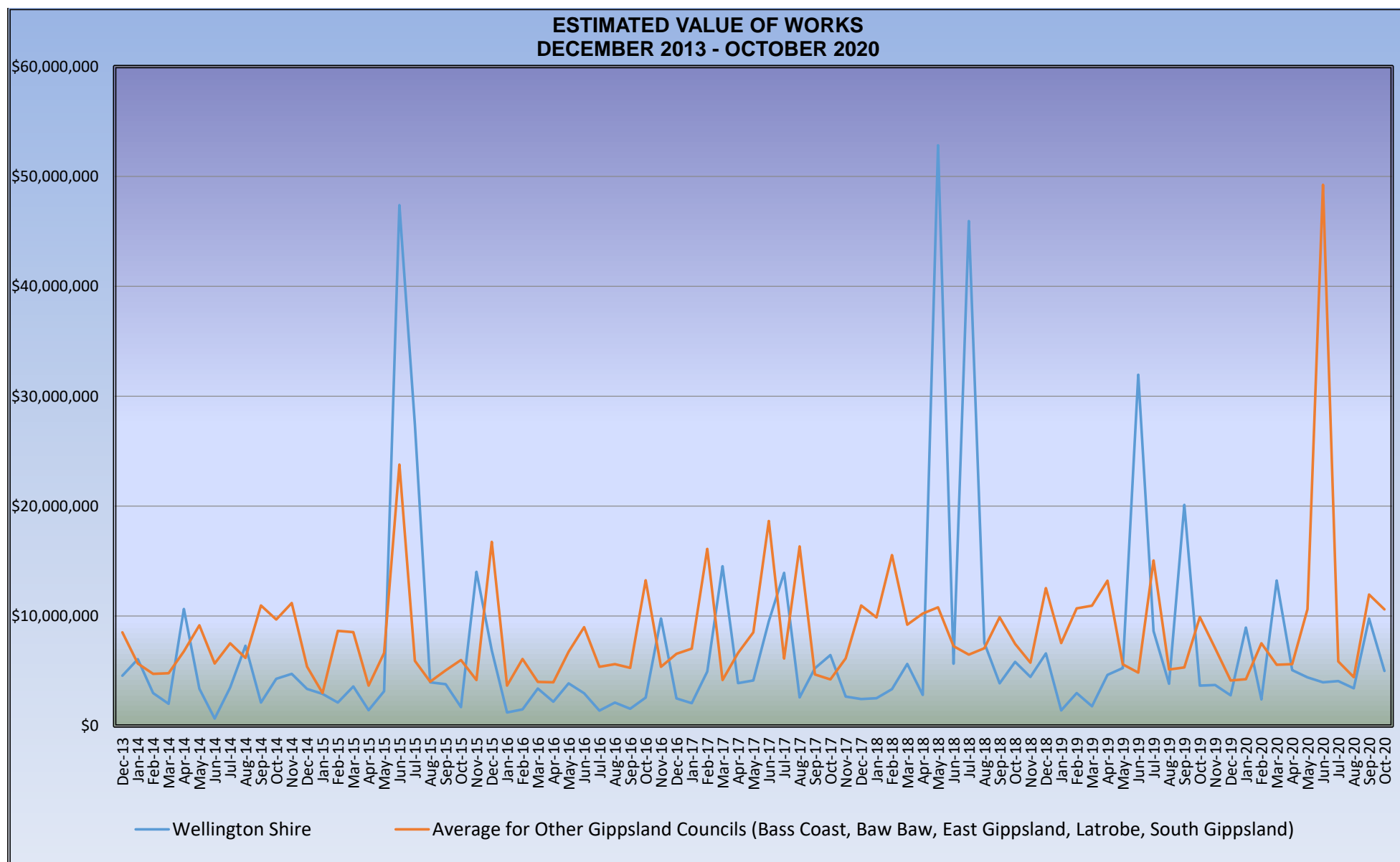
ATTACHMENT 15.3.1

Application No/Year	Date Received	Property Title & Address	Proposal	Status
401-1/2020	12/10/2020	Assessment No. 219980 PC: 373283Q 108-110 ASTRO AVE GOLDEN BEACH	Buildings and works associated with construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 26/10/2020
404-1/2020	14/10/2020	Assessment No. 357905 PC: 353898N 446 BOGGY CREEK RD RIVERSLEA	Buildings and works associated with construction of a farm shed.	Withdrawn 27/10/2020
406-1/2020	14/10/2020	Assessment No. 369298 LOT: 2 PS: 437670Q 1,885 GRAND RIDGE RD BALOOK	Buildings and works associated with construction of an outbuilding.	Withdrawn 30/10/2020
407-1/2020	15/10/2020	Assessment No. 432112 LOT: 2 PS: 724743P 19B CENTRE RD SEASPRAY	Buildings & works associated with construction of an outbuilding.	Withdrawn 27/10/2020
409-1/2020	15/10/2020	Assessment No. 442517 LOT: 2 PS: 724762K 54B LAKE ST LOCH SPORT	Installation of a panel sign.	No Permit Required 20/10/2020
412-1/2020	16/10/2020	Assessment No. 278739 LOT: 1 TP: 943512Y 70 TARRAVILLE RD PORT ALBERT	Buildings and works associated with construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 28/10/2020
413-1/2020	16/10/2020	Assessment No. 329086 LOT: 1 TP: 388168E 469 RIVERVIEW RD HEYFIELD	Buildings and works associated with construction of a farm shed.	Permit Issued by Delegate of Resp/Auth 27/10/2020
424-1/2020	22/10/2020	Assessment No. 50260 CA: 6 SEC: 3 143-151 YORK ST SALE	Buildings and works associated with a fence.	No Permit Required 27/10/2020
426-1/2020	26/10/2020	Assessment No. 278853 LOT: 1 PS: 220616 12 VICTORIA ST PORT ALBERT	Buildings and works associated with construction of a dwelling.	Withdrawn 28/10/2020

Total No of Decisions Made: 68







16. GENERAL MANAGER BUILT AND NATURAL ENVIRONMENT

16.1. PORT ALBERT STREET CONSTRUCTION WORKS TENDER AWARD

ACTION OFFICER: MANAGER ASSETS AND PROJECTS

PURPOSE

The purpose of this report is for Council to consider entering into a contract for the Port Albert Street Construction Works.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That:

- 1. Council adopt the recommendations contained in the attached confidential Tender Evaluation Report of the Council Meeting Agenda for Contract 2021-034 Port Albert Street Construction Works; and***
- 2. The information contained in the confidential attachment Contract 2021-034 Port Albert Street Construction Works and designated confidential under Section 3(1) Confidential Information of the Local Government Act 2020 by the General Manager Built and Natural Environment on 20th November 2020 because it relates to the following grounds: private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage; be designated confidential information under Section 3(1) Confidential Information of the Local Government Act 2020, except that once this recommendation has been adopted the name of the successful tenderer can be made public.***

BACKGROUND

The majority of roads within the township of Port Albert are formed, unsealed gravel roads with irregular or no table drains and are primarily of a rural type in appearance. The main street through town is Tarraville Road and Wharf Street and these roads are sealed.

Council at their meeting on 15 September 2020 formally declared a Special Charge Street Construction Scheme for the construction and improvements of the unsealed streets within the Township of Port Albert. The street construction scheme does not include improvements to the drainage of the township and retains the existing road drainage with minor improvements.

Following the declaration of the scheme, designs were finalised to provide for the formation and sealing of the roads to a six metre width (where possible) with kerb proposed at most intersections. The construction and sealing of vehicular crossings including the installation of driveway culverts with some minor table drain improvements is also part of the works. The tender was advertised and submissions have now been evaluated and are presented to Council for consideration.

ATTACHMENTS

1. Confidential Header - Port Albert Construction Works [**16.1.1** - 1 page]
2. CONFIDENTIAL REDACTED - 2021-034 Tender Evaluation Port Albert Street Scheme [**16.1.2** - 5 pages]

OPTIONS

Council has the following options available:

1. Adopt the recommendations contained in the attached confidential Tender Evaluation Report for Contract 2021-034 Port Albert Street Construction Works; or
2. Not enter into a contract and not proceed with these works at this time.

PROPOSAL

That Council adopt the recommendations contained in the attached confidential Tender Evaluation Report for Contract 2021-034 Port Albert Street Construction Works.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

This project has been budgeted for in the 2020/2021 Capital Works Program with property owners contributing \$912,600 through contributions to the Special Charge Scheme and the remainder being funded from Wellington Shire Council's allocation from the Federal Government's Roads to Recovery Program.

COMMUNICATION IMPACT

The community have been informed of this project during the declaration of the scheme process and further communication will be undertaken when a contractor is appointed and throughout the works.

LEGISLATIVE IMPACT

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

COUNCIL POLICY IMPACT

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

COUNCIL PLAN IMPACT

The Council Plan 2017-21 Theme 2 Services & Infrastructure states the following strategic objective and related strategy:

Strategic Objective 2.4: *“Continued improvement to Wellington Shire's connectivity with further developed, accessible transport networks.”*

Strategy 2.4.2: *“Continue to maintain and enhance Council's road assets infrastructure.”*

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

RESOURCES AND STAFF IMPACT

This project will be delivered using the resources of the Assets and Projects unit.

COMMUNITY IMPACT

This project will have a positive community impact with all of the trafficable roads in Port Albert being constructed and sealed to improve amenity within the town.

ENVIRONMENTAL IMPACT

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

ENGAGEMENT IMPACT

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

RISK MANAGEMENT IMPACT

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



WELLINGTON

SHIRE COUNCIL

The Heart of Gippsland

ORDINARY COUNCIL MEETING 15 DECEMBER 2020

On this day, 20 November 2020, in accordance with Section 66 Clause (2)(a) of the *Local Government Act 2020*; I, Chris Hastie, General Manager Built and Natural Environment declare that the information contained in the attached document **PORT ALBERT CONSTRUCTION WORKS** is confidential because it relates to the following grounds under Section 3(1) of the *Local Government Act 2020*:

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

.....
CHRIS HASTIE, GENERAL MANAGER BUILT AND NATURAL ENVIRONMENT

16.2. SALE OVAL PRECINCT PROJECTS TENDER AWARD

ACTION OFFICER: MANAGER ASSETS AND PROJECTS

PURPOSE

The purpose of this report is for Council to consider entering into a contract for the Sale Oval Precinct Projects, Sale.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That:

- 1. Council adopt the recommendations contained in the attached confidential Tender Evaluation Report of the Council Meeting Agenda for Contract 2021-031 Sale Oval Precinct Projects; and***
- 2. The information contained in the confidential attachment Contract 2021-031 Sale Oval Precinct Projects and designated confidential under Section 3(1) Confidential Information of the Local Government Act 2020 by the General Manager Built and Natural Environment 20th November 2020 because it relates to the following grounds: private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage;
be designated confidential information under Section 3(1) Confidential Information of the Local Government Act 2020, except that once this recommendation has been adopted the name of the successful tenderer can be made public.***

BACKGROUND

This project is for the redevelopment and improvement of the home and away football/cricket and netball change rooms and to meet AFL/Netball/Cricket Facilities guidelines, and to address gaps in the provision of female friendly change rooms and improve accessibility.

The works have been expanded to focus on three areas as follows:

- Area 1 being the main entry and past player's hill. Works include sealing the access road, new ticket box, new public amenities, conversion of the old amenities building into a storage room and a tiered spectator viewing area.
- Area 2 is the redevelopment of the football change rooms under the grandstand.
- Area 3 is the netball facility. Works include the redevelopment of the public toilets and change rooms including new umpires' amenities, shed extension and new warmup area.

ATTACHMENTS

1. Confidential Header - Sale Oval Precinct Works [16.2.1 - 1 page]

2. CONFIDENTIAL REDACTED - 2021-031 Sale Oval Works Tender Evaluation Report
[16.2.2 - 6 pages]

OPTIONS

Council has the following options available:

1. Adopt the recommendations contained in the attached confidential Tender Evaluation Report for Contract 2021-031 Sale Oval Precinct Projects; or
2. Not enter into a contract and not proceed with these works at this time.

PROPOSAL

That Council adopt the recommendations contained in the attached confidential Tender Evaluation Report for Contract 2021-031 Sale Oval Precinct Projects.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

These works have been budgeted for under the 2020-2021 capital works program.

COMMUNICATION IMPACT

Wellington Shire Council's standard consultation practices will be implemented on this project and prior to any work commencing onsite the clubs and user groups will be further engaged to be kept informed of work issues and progress.

LEGISLATIVE IMPACT

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

COUNCIL POLICY IMPACT

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

COUNCIL PLAN IMPACT

The Council Plan 2017-21 Theme 1 Communities states the following strategic objective and related strategy:

Strategic Objective 1.1: *"Maintain friendly, safe communities providing opportunities for residents to lead healthy and active lifestyles."*

Strategy 1.1.3: "Provide and manage open spaces and infrastructure that enable and encourage healthy and active lifestyles."

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

RESOURCES AND STAFF IMPACT

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

COMMUNITY IMPACT

These works will produce a positive community impact with the amenities and facilities of the Sale Oval being improved for users of the facility.

ENVIRONMENTAL IMPACT

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

ENGAGEMENT IMPACT

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

RISK MANAGEMENT IMPACT

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



WELLINGTON

SHIRE COUNCIL

The Heart of Gippsland

ORDINARY COUNCIL MEETING 15 DECEMBER 2020

On this day, 20 November 2020, in accordance with Section 66 Clause (2)(a) of the *Local Government Act 2020*; I, Chris Hastie, General Manager Built and Natural Environment declare that the information contained in the attached document **SALE OVAL PRECINCT WORKS** is confidential because it relates to the following grounds under Section 3(1) of the *Local Government Act 2020*:

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

.....
CHRIS HASTIE, GENERAL MANAGER BUILT AND NATURAL ENVIRONMENT

16.3. GUTHRIDGE PARADE SOUTH RECONSTRUCTION WORKS TENDER AWARD

ACTION OFFICER: MANAGER ASSETS AND PROJECTS

PURPOSE

The purpose of this report is for Council to consider entering into a contract for the reconstruction of Guthridge Parade between Montgomery Street and Stevens Street, Sale.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That:

- 1. Council adopt the recommendations contained in the attached confidential Tender Evaluation Report of the Council Meeting Agenda for Contract 2021-037 Guthridge Parade South Reconstruction Works; and***
- 2. The information contained in the confidential attachment Contract 2021-037 Guthridge Parade South Reconstruction Works and designated confidential under Section 3(1) Confidential Information of the Local Government Act 2020 by the General Manager Built and Natural Environment on the 20 November 2020 because it relates to the following grounds: private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage; be designated confidential information under Section 3(1) Confidential Information of the Local Government Act 2020, except that once this recommendation has been adopted the name of the successful tenderer can be made public.***

BACKGROUND

Council formally declared a Special Charge Street Construction Scheme for Guthridge Parade between Montgomery Street and Stevens Street, Sale which is located within the residential area of Sale on 16 June 2020.

Currently the road south of Montgomery Street consists of an undulating formed and sealed pavement of approximately 450m in length with irregular table drains. This road has a varying sealed width of approximately 5.5m to 6m width and is a collector road. It also provides the main entry and exit points into Stephenson Park which provides for a range of sporting clubs and their activities. As a collector road the proposed street construction width allows for parallel parking along the western side of Guthridge Parade adjacent to the reserve.

Since the scheme was declared, construction plans have been finalised and a contract has been prepared and tendered. Tenders have been evaluated and are now ready for Council consideration. The proposed contract provides for the reconstruction and sealing of the road in line with the Infrastructure Design Manual.

ATTACHMENTS

1. Confidential Header - Guthridge Parade Sale Construction Works [**16.3.1** - 1 page]
2. CONFIDENTIAL REDACTED - 2021-037 Guthridge Parade Tender Evaluation Report [**16.3.2** - 5 pages]

OPTIONS

Council has the following options available:

1. Adopt the recommendations contained in the attached confidential Tender Evaluation Report for Contract 2021-037 Guthridge Parade South Reconstruction Works;
2. Not enter into a contract and not proceed with these works at this time.

PROPOSAL

That Council adopt the recommendations contained in the attached confidential Tender Evaluation Report for Contract 2021-037 Guthridge Parade South Reconstruction Works.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

This project is being part funded via a Special Charge Street Construction Scheme whereby abutting property owners are contributing via an access charge, and from the Federal Government's Roads to Recovery Program.

COMMUNICATION IMPACT

Property owners along this section of Guthridge Parade are aware of this project through the Special Charge Scheme communications process. There will be additional communication prior to on ground works commencing on the project.

LEGISLATIVE IMPACT

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

COUNCIL POLICY IMPACT

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

COUNCIL PLAN IMPACT

The Council Plan 2017-21 Theme 2 Services & Infrastructure states the following strategic objective and related strategy:

Strategic Objective 2.4: *“Continued improvement to Wellington Shire's connectivity with further developed, accessible transport networks.”*

Strategy 2.4.2: *“Continue to maintain and enhance Council's road assets infrastructure.”*

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

RESOURCES AND STAFF IMPACT

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

COMMUNITY IMPACT

These works will produce a positive community impact with increased amenity due to the construction of kerb and channel, on-street parking and an improved road surface with a long service life.

ENVIRONMENTAL IMPACT

As part of these works, some native vegetation removal is required. A planning permit has been obtained and vegetation offsets organised to allow for this vegetation to be removed.

ENGAGEMENT IMPACT

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

RISK MANAGEMENT IMPACT

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



WELLINGTON
SHIRE COUNCIL
The Heart of Gippsland

**ORDINARY COUNCIL MEETING
15 DECEMBER 2020**

On this day, 20 November 2020, in accordance with Section 66 Clause (2)(a) of the *Local Government Act 2020*; I, Chris Hastie, General Manager Built and Natural Environment declare that the information contained in the attached document **PORT ALBERT CONSTRUCTION WORKS** is confidential because it relates to the following grounds under Section 3(1) of the *Local Government Act 2020*:

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

.....
CHRIS HASTIE, GENERAL MANAGER BUILT AND NATURAL ENVIRONMENT

16.4. DELEGATED REPORT - BOND STREET, SALE RECONSTRUCTION

ACTION OFFICER: MANAGER ASSETS AND PROJECTS

PURPOSE

The purpose of this report is for Council to consider delegating to the Chief Executive Officer to enter into a contract for the reconstruction of Bond Street, Sale and report back on the details when awarded.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That:

- 1. Council delegate authority to the Chief Executive Officer to enter into contract 2021-007 Bond Street Reconstruction within budget; and***
- 2. The Chief Executive Officer provide details to Council of the contract awarded under this delegation.***

BACKGROUND

The reconstruction of Bond Street is part of the Sale Central Business District Renewal Program along with York Street and to some degree the grant funding for York Street that has been announced has complicated the delivery of this project.

The initial plans for Bond Street involved kerb and channel and footpath replacement however as the road pavement was also in poor condition the opportunity to improve the amenity and increase parking and plant street trees was made and the street has been designed accordingly.

As Bond Street is paved from building line to building line with wide footpaths and no nature strip the footpaths are proposed to be narrowed to allow the road to be wider to cater for the additional parking. Angle parking is to be provided on the north side of Bond Street with trees plantings spaced out between the angle parking bays and these spaces are designed to absorb some of the road water runoff. Parallel parking will be retained on the south side of the street and some existing unused vehicular crossings in the street will be removed which also increases parking opportunities.

Consultation with adjacent business owners has been ongoing and no business will suffer access issues due to these changes in the street which increases parking and improves the amenity of this area.

Tender documents have been prepared and advertised and tenders closed on 9 December 2020 which did not allow enough time for submissions to be evaluated and included in this report. The next meeting of Council will be in February 2021 and if this contract is awarded under delegation by the Chief Executive Officer then a contractor can be appointed and commence planning to start early in the new year, alternatively Council may decide to wait until the February meeting to award a contract.

ATTACHMENTS

Nil

OPTIONS

Council has the following options available:

1. Delegate to the Chief Executive Officer to enter into contract 2021-007 Bond Street Reconstruction within budget and to provide details to Council on the contract awarded. or
2. Not delegate authority to enter into a contract at this time.

PROPOSAL

That Council delegate authority to the Chief Executive Officer to enter into contract 2021-007 Bond Street Reconstruction and that the Chief Executive Officer provide details to Council on the contract awarded

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

This project has been budgeted for in the 2020/2021 Capital Works Program impact and is funded through Council revenue as part of the Sale Central Business District Infrastructure Renewal Program.

COMMUNICATION IMPACT

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

LEGISLATIVE IMPACT

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

COUNCIL POLICY IMPACT

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

COUNCIL PLAN IMPACT

The Council Plan 2017-21 Theme 2 Services & Infrastructure states the following strategic objective and related strategy:

Strategic Objective 2.4: *“Continued improvement to Wellington Shire's connectivity with further developed, accessible transport networks.”*

Strategy 2.4.2: *“Continue to maintain and enhance Council's road assets infrastructure.”*

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

RESOURCES AND STAFF IMPACT

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

COMMUNITY IMPACT

These works will produce a positive community impact with the amenity of the area being improved by increased tree planting and car parking being increased with the proposed layout.

ENVIRONMENTAL IMPACT

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

ENGAGEMENT IMPACT

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

RISK MANAGEMENT IMPACT

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

16.5. DELEGATED REPORT - YORK STREET, SALE POWER CONNECTIONS

ACTION OFFICER: MANAGER ASSETS AND PROJECTS

PURPOSE

The purpose of this report is for Council to consider delegating to the Chief Executive Officer the authority to enter into a contract for property connections to the underground power network within budget and to report back on the details when awarded.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That:

- 1. Council delegate authority to the Chief Executive Officer to enter into contract 2021-029 York Street Power Connections within budget; and***
- 2. The Chief Executive Officer provide details to Council of the contract awarded under this delegation.***

BACKGROUND

The redevelopment of York Street has been planned over many years and has involved working with several utility companies as well as Rural Roads Victoria.

Council has previously let a contract to underground the power in York Street between Cunningham Street and Stawell Street and to install centre median lighting. The undergrounding of the power lines is predominately complete apart from some minor works and the connection of properties to the new network. On completion of the property connections, the overhead power lines will be removed as well as the redundant power poles. The centre median lighting has been held up and recent advice from Ausnet Services is that it is now expected to be commence in mid to late January.

In order to be able to tender the power connection works with a clear scope a local contractor was engaged to visit every site and provide details of what is required and to also determine where each connection would be made at every property and whether any internal upgrades are necessary. There are some larger sites that required further investigation and discussions with AusNet Services such as Sale Secondary College. This investigation has taken longer than anticipated to complete.

Tender documents have been prepared and advertised with tenders closing on 18 December 2020. The next meeting of Council will be in February 2021 and if this contract is awarded under delegation by the Chief Executive Officer then a contractor can be appointed and commence planning to start early in the new year, alternatively Council may decide to wait until the February meeting to award a contract.

ATTACHMENTS

Nil

OPTIONS

Council has the following options available:

1. Delegate to the Chief Executive Officer to enter into contract 2021-029 York Street Power Connections within budget and to provide details to Council on the contract awarded under this delegation; or
2. Not delegate authority to enter into a contract at this time.

PROPOSAL

That Council delegate authority to the Chief Executive Officer to enter into contract 2021-029 York Street Power Connections and that the Chief Executive Officer provide details to Council on the contract awarded.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

These works have been budgeted in the 2020/2021 capital works program.

COMMUNICATION IMPACT

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

LEGISLATIVE IMPACT

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

COUNCIL POLICY IMPACT

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

COUNCIL PLAN IMPACT

The Council Plan 2017-21 Theme 2 Services & Infrastructure states the following strategic objective and related strategy:

Strategic Objective 2.4: *"Continued improvement to Wellington Shire's connectivity with further developed, accessible transport networks."*

Strategy 2.4.2: *"Continue to maintain and enhance Council's road assets infrastructure."*

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

RESOURCES AND STAFF IMPACT

This project will be delivered using the resources of the Assets and Projects unit.

COMMUNITY IMPACT

This project will have a positive community impact as the connections of the power will allow the overhead power lines and poles to be removed in advance of the planned streetscape works to improve the amenity of York Street.

ENVIRONMENTAL IMPACT

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

ENGAGEMENT IMPACT

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

RISK MANAGEMENT IMPACT

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

16.6. DELEGATED REPORT - ANNUAL CONCRETE PROGRAMMED WORKS

ACTION OFFICER: MANAGER ASSETS AND PROJECTS

PURPOSE

The purpose of this report is for Council to consider delegating to the Chief Executive Officer the authority to enter into three contracts for concrete works within budget and to report back on the details of those contracts when awarded.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That:

- 1. Council delegate authority to the Chief Executive Officer to enter into the following contracts within budget:**
 - **2021-043 Rural Concrete Works; and**
 - **2021-047 Annual Kerb Renewal; and**
 - **2021-049 Urban Concrete Works; and**
- 2. The Chief Executive Officer provide details to Council of the contracts awarded under this delegation.**

BACKGROUND

Wellington Shire Council maintains a large network of roads and paths and the contracts listed here are for the construction of new paths in Loch Sport and Stratford as well as a new path in Cobains Road, Sale and for the renewal of various other paths.

The kerb and channel works program entirely consists of renewal of existing assets.

As there is no meeting of Council in January, in order to expedite construction of these programmed concrete works when the tenders have been evaluated, it would be beneficial to award these projects under delegation. This would allow the successful contractors time to plan for a works commencement in mid to late January.

ATTACHMENTS

Nil

OPTIONS

Council has the following options available:

1. Delegate authority to the Chief Executive Officer to enter into the following contracts with budget:
 - 2021-043 Rural Concrete Works; and

- 2021-047 Annual Kerb Renewal; and
 - 2021-049 Urban Concrete Works; and
 - The Chief Executive Officer provide details to Council of the contracts awarded under this delegation.
2. Not enter into a contract and not proceed with these works at this time.

PROPOSAL

That Council delegate authority to the Chief Executive Officer to enter into the following contracts within budget:

- 2021-043 Rural Concrete Works; and
- 2021-047 Annual Kerb Renewal; and
- 2021-049 Urban Concrete Works; and

that the Chief Executive Officer provide details to Council of the contracts awarded under this delegation.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

These works have been budgeted in the 2020/2021 capital works program with additional funding being provided under the Federal Government's Local Roads and Community Infrastructure Program.

COMMUNICATION IMPACT

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

LEGISLATIVE IMPACT

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

COUNCIL POLICY IMPACT

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

COUNCIL PLAN IMPACT

The Council Plan 2017-21 Theme 2 Services & Infrastructure states the following strategic objective and related strategy:

Strategic Objective 2.2: *"Council assets are responsibly, socially, economically and sustainably managed."*

Strategy 2.2.3: *"Continue to maintain and enhance Council's built environment for public amenity and long-term sustainability."*

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

RESOURCES AND STAFF IMPACT

This project will be delivered using the resources of the Assets and Projects unit.

COMMUNITY IMPACT

This project will have a positive community impact with new footpaths being constructed and renewed which will benefit the community generally.

ENVIRONMENTAL IMPACT

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

ENGAGEMENT IMPACT

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

RISK MANAGEMENT IMPACT

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

16.7. DELEGATED REPORT - SALE TOONGABBIE ROAD, WINNINDOO

ACTION OFFICER: MANAGER ASSETS AND PROJECTS

PURPOSE

The purpose of this report is for Council to consider delegating to the Chief Executive Officer to enter into a contract for the reconstruction of Sale Toongabbie Road, Winnindoo and report back on the details when awarded.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That:

- 1. Council delegate authority to the Chief Executive Officer to enter into contract 2021-040 Sale Toongabbie Road Widening – Stage 1 within budget; and***
- 2. The Chief Executive Officer provide details to Council of the contract awarded under this delegation.***

BACKGROUND

Sale Toongabbie Road has been progressively upgraded to a two-way, two lane sealed road and this is one of the few sections remaining to be upgraded.

Tender documents have been prepared and advertised and tenders close on 16 December 2020. As the next meeting of Council will be in February 2021, awarding a contract prior to the end of the year under delegation by the Chief Executive Officer will allow a contractor to commence planning and be able to start early in the new year and complete works prior to winter. Alternatively, Council may decide to wait until the February meeting to award a contract.

ATTACHMENTS

Nil

OPTIONS

Council has the following options available:

1. Delegate to the Chief Executive Officer to enter into contract 2021-040 Sale Toongabbie Road Widening – Stage 1 within budget and to provide details to Council on the contract awarded. or
2. Not delegate authority to enter into a contract at this time.

PROPOSAL

That Council delegate authority to the Chief Executive Officer to enter into contract 2021-040 Sale Toongabbie Road Widening – Stage 1 and that the Chief Executive Officer provide details to Council on the contract awarded under this delegation.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

This project has been budgeted for in the 2020/2021 Capital Works Program and is funded from the Federal Governments Road to Recovery Program.

COMMUNICATION IMPACT

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

LEGISLATIVE IMPACT

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

COUNCIL POLICY IMPACT

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

COUNCIL PLAN IMPACT

The Council Plan 2017-21 Theme 2 Services & Infrastructure states the following strategic objective and related strategy:

Strategic Objective 2.4: *"Continued improvement to Wellington Shire's connectivity with further developed, accessible transport networks."*

Strategy 2.4.2: *"Continue to maintain and enhance Council's road assets infrastructure."*

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

RESOURCES AND STAFF IMPACT

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

COMMUNITY IMPACT

These works will produce a positive community impact with this section of the Sale Toongabbie Road being brought up to the same standard as the reconstructed sections of the road to the east.

ENVIRONMENTAL IMPACT

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

ENGAGEMENT IMPACT

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

RISK MANAGEMENT IMPACT

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

16.8. LOCAL ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM – ROUND 2

ACTION OFFICER: GENERAL MANAGER BUILT AND NATURAL ENVIRONMENT

PURPOSE

The purpose of this report is for Council to approve the list of projects to be funded under the Federal Government's Local Road and Community Infrastructure Program Round 2.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council:

- 1. Note that funding has been allocated to Wellington Shire Council by the Federal Government under the Local Roads and Community Infrastructure Program Round 2 between 1 January and 31 December 2021; and***
- 2. Authorise the Chief Executive Officer to finalise agreements and perform the necessary budget adjustments to allocate this Local Roads and Community Infrastructure Program funding Round 2 to the projects detailed in Attachment 1.***

BACKGROUND

The Federal Government has announced that Wellington Shire Council is eligible to receive an allocation of \$3.271M, under the Local Government and Community Infrastructure Program. The funding is available from 1 January 2021 and must be spent by 31 December 2021. A work schedule will need to be submitted outlining the projects intended to be undertaken. A proposed schedule is included in Attachment 1.

The program is designed to support local councils to deliver priority local road and community infrastructure projects. The infrastructure criteria for the funding states that projects selected must be additional to their pre-COVID-19 work program for 2020/21 Capital Works Program. Projects may be brought forward from a future works program so projects on the future years of the Capital Works program are eligible.

ATTACHMENTS

1. LRCIP Round 2 - Proposed Projects [**16.8.1** - 1 page]

OPTIONS

Council has the following options available:

1. Note that funding has been allocated to Wellington Shire Council by the Federal Government under Round 2 of the Local Roads and Community Infrastructure Program; and authorise the Chief Executive Officer to finalise agreements and perform the necessary budget adjustments to allocate this Local Roads and Community Infrastructure Program funding to the projects detailed in Attachment 1;
or

2. Not approve or modify the list of recommended projects as presented in this report.

PROPOSAL

That Council:

1. Note that funding has been allocated to Wellington Shire Council by the Federal Government under the Local Roads and Community Infrastructure Program Round 2 between 1 January and 31 December 2021; and
2. Authorise the Chief Executive Officer to finalise agreements and perform the necessary budget adjustments to allocate this Local Roads and Community Infrastructure Program funding Round 2 to the projects detailed in Attachment 1.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

These works will be funded from the Local Roads and Community Infrastructure Program. Additional resource support is being considered to ensure delivery of these projects within the specified timeframes. Several project proposals also include support funding from respective community committees where indicated in Attachment 1.

COMMUNICATION IMPACT

Councils defined communication and engagement processes will be used in relation to detailed project planning and delivery.

LEGISLATIVE IMPACT

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

COUNCIL POLICY IMPACT

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

COUNCIL PLAN IMPACT

The Council Plan 2017-21 Theme 2 Services & Infrastructure states the following strategic objective and related strategy:

Strategic Objective 2.4: *“Continued improvement to Wellington Shire’s connectivity with further developed, accessible transport networks.”*

Strategy 2.4.2: *“Continue to maintain and enhance Council’s road assets infrastructure.”*

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

RESOURCES AND STAFF IMPACT

Additional resource support is being considered to ensure delivery of these projects within the specified timeframes.

COMMUNITY IMPACT

The proposed projects support a range of community outcomes. It is anticipated that the outcomes will be well received by the community.

ENVIRONMENTAL IMPACT

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

ENGAGEMENT IMPACT

Councils defined community engagement processes will be used in relation to detailed project planning and delivery.

RISK MANAGEMENT IMPACT

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

Local Road and Community Infrastructure Program Round 2 - Proposed Projects

Project Title	Local Roads and Community Infrastructure Program Funding	Other Support Funding	Total Proposed Budget
Maffra Lawn Tennis Club - Grandstand Renewal Works	\$55,000	\$5,000	\$60,000
Cameron Recreation Reserve, Maffra - Cricket Net Renewal	\$150,000	\$10,000	\$160,000
Yarram Recreation Reserve - Turf Wicket Installation	\$60,000	\$5,000	\$65,000
Cowwarr Recreation Reserve - Main Oval LED Lighting	\$260,000	\$20,000	\$280,000
Sale Memorial Hall - Air Conditioning	\$67,000	\$4,500	\$71,500
Baldwin Reserve, Sale - Fencing Upgrades	\$65,000	\$5,000	\$70,000
Sale Tennis Courts - Court Surface Replacement (5 courts)	\$150,000		\$150,000
Yarram - Electric Vehicle Charging Stations (Charging Gippsland's Future Transport Project)	\$50,000		\$50,000
Streetlight LED Changeover Project (Stage 2)	\$1,550,000		\$1,550,000
Port Albert - Boat Ramp Toilet Block Renewal	\$250,000		\$250,000
Yarram Court House - Roof Repairs	\$80,000		\$80,000
Maffra Court House - Various Renewal Works	\$60,000		\$60,000
Dawson / Guthridge Parade Intersection, Sale - Safety Improvements	\$200,000		\$200,000
Urban Paths Plan Projects	\$274,000		\$274,000
Total	\$3,271,000	\$49,500	\$3,320,500

17. GENERAL MANAGER COMMUNITY AND CULTURE

17.1. COUNCIL FEES AND CHARGES MID YEAR REVIEW - COMMUNITY & CULTURE

ACTION OFFICER: GENERAL MANAGER COMMUNITY AND CULTURE

PURPOSE

For Council to approve a change to the current schedule of Council fees and charges for Gippsland Regional Sporting Complex being the introduction of a new 'turnkey' association court hire rate of \$25 per hour, in addition to existing peak and off-peak association court hire rates, for an initial period being the 2021 calendar year. Continuation of the turnkey rate beyond 2021 to be subject to review of usage of the stadium and comparable facilities across the shire.

For Council to approve a change to the current schedule of Council fees and charges for Gippsland Art Gallery being abolition of the current annual membership fee for the Gecko's children's program and replacement with a 'pay per session' fee of \$10 per child.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council:

- 1. Approve a change to the current schedule of Council fees and charges for Gippsland Regional Sporting Complex being the introduction of a new 'turnkey' association court hire rate of \$25 per hour, in addition to existing peak and off-peak association court hire rates, for an initial period being the 2021 calendar year. Continuation of the turkey rate beyond 2021 to be subject to review of usage of the stadium and comparable facilities across the shire; and***
- 2. Approve a change to the current schedule of Council fees and charges for Gippsland Art Gallery being abolition of the current annual membership fee for the Gecko's children's program and replacement with a 'pay per session' fee of \$10 per child.***

BACKGROUND

Council's various fees and charges are approved by Council annually as part of the budget process, however changes to fees and charges may, from time to time, be needed during the year. The power to set Council's fees and charges is not delegated by Council to officers.

In the current financial year, there have been some changes already approved by Council due to impacts of COVID restrictions, whether due to service closures or severe limitations in community's ability to access services or facilities.

Two further changes are proposed to Council fees and charges:

- Gippsland Regional Sporting Complex's association court hire fees, and

- Gippsland Art Gallery's Geckos children's membership program.

Gippsland Regional Sporting Complex association court hire fees have been workshopped with councillors following two reviews of association usage fees during 2020.

Gippsland Regional Sporting Complex

Two reviews have been undertaken during 2020 considering financial sustainability and implications of Council fees and charges on associations at Council-staffed and community-managed stadium facilities. These reviews have been prompted by feedback from associations, redevelopment works at some facilities which impact usage costs and by Council's Community Managed Facilities Strategy which seeks to make fees and charges across facilities more equitable.

Sporting facilities across Wellington shire are not managed under the same operational model. This is a situation which has existed for many decades since before Council amalgamations due to differing policies of previous Councils and due to strong community views and preferences regarding change to these management models.

There are broadly three different management models in place across community and sporting facilities in the shire as follows:

1. facilities which are fully maintained, operated and staffed by Council officers;
2. facilities which are fully maintained, operated and staffed by community volunteers under a committee of management arrangement supported by Council operating subsidies; and
3. facilities which are managed under a hybrid model whereby building and grounds maintenance is undertaken by Council officers and operations are managed by community volunteers from user groups.

Reviews this year have been limited to consideration of fees and charges for court hire at Gippsland Regional Sporting Complex.

Significant work in future years is planned under the Community Managed Facilities Strategy implementation plan to look at all community and sporting facilities management models and fee structures.

Gippsland Regional Sporting Complex's fees have traditionally been set via benchmarking with Council-staffed facilities in other local government areas, not on a cost recovery basis nor on a comparison basis with community volunteer-run facilities in Wellington shire. This is in common with many other local government-staffed centres.

Gippsland Regional Sporting Complex's court hire fees for associations are currently frozen (not subject to annual fee increases) in recognition of association feedback and pending the outcome of reviews which have been underway.

At Gippsland Regional Sporting Complex, associations' usage costs are in the form of court hire fees charged by Council. Full service by Council staff is provided in return for court hire fees by way of facility management, maintenance and operations. User fees contribute to reduce the cost to Council of operating the centre.

At community-managed facilities, fees and charges for user groups and association to utilise facilities are determined autonomously by volunteer community committees of management and not overseen by Council at all. 'Usage' costs may be in the form of:

- amounts paid to committee of management to cover utilities costs,
- amounts paid directly to providers for utilities costs,
- amounts paid directly to contractors for facilities maintenance costs,
- amounts set aside for future capital works/renewal of facilities over time,
- booking fees or hire charges, or
- any other form of fee or charge as determined by the committee of management.

The result of this year's reviews is a proposal to introduce a new association court hire rate option at Gippsland Regional Sporting Complex for 2021, known as a 'turnkey' rate.

A turnkey rate is usually a lesser hire fee and is commonly used at facilities in circumstances where one user group makes exclusive or whole facility use bookings. The turnkey concept is based on the practice of 'turning over the key' to the user group and allowing them to run the facility without Council staff present, reducing costs to the user group and making the user group responsible for facility management while they have it exclusively booked.

Currently at Gippsland Regional Sporting Complex, association court hire fees are \$45 per hour for peak time use and \$36 per hour for off-peak time use of the stadium.

It is proposed to add an additional hourly fee option to Council's approved fees and charges, for Gippsland Regional Sporting Complex's association court hire rates, being a turnkey court hire rate of \$25 per hour, allowing use of the facility at a lesser fee but with associated requirements for facility operation by the user. The turnkey association court hire rate option is proposed to be in place for the whole of 2021 and then reviewed as to this becoming a permanent inclusion in Council's schedule of fees and charges.

Council's level of service will be reduced whenever the stadium is booked using the turnkey rate in that Council staff will not be on site to operate the facility. Rather the user will be fully responsible for the stadium during the booking period. A user agreement will need to be in place with an association which chooses to book the facility on a turnkey basis.

Upon approval by Council of the inclusion of the turnkey association court hire rate option, Council staff at Gippsland Regional Sporting Complex will work with interested association/s to negotiate a service agreement outlining the user's responsibilities and operating processes and procedures, insurances and so on to ensure risks are managed and expectations are clear.

Use of the turnkey association court hire rate option is entirely optional and associations will need to consider the responsibilities they will take on as well as potential for cost savings when considering booking the stadium on a turnkey basis. The turnkey rate option will only be available for exclusive use bookings of the stadium.

Take up of the new turnkey association court hire rate will be monitored through 2021 and reviewed at the end of the year. The review will consider usage of Gippsland Regional Sporting Complex and comparative facilities in Wellington shire with the purpose of considering alternative fees and operational structures at Council facilities, as part of a broader review of all Council community and sporting facilities under the Community Managed Facilities Strategy.

Gecko's Children's membership program

The 'Geckos' children's membership program at the Gippsland Art Gallery currently has a fee of \$15 annually per child, or \$10 for each additional child from the same family. The fees

are payable on a calendar year basis. For this year (from 1 January), the gallery has recorded 13 memberships with income around \$195.

This year is obviously an exceptional one with the pandemic with the comparative and more usual figures for 2019 being 78 memberships bringing in between \$780 and \$1,170.

Each 'Geckos' activity can usually accommodate up to 15 children in the Port of Sale art activity room. Bookings have always been on a first-in basis, which means that up to 63 paid members are missing out on these activities each time in a usual year.

Gallery team members have proposed to abolish the membership program and its annual membership fee (and the 'Geckos' naming which has been confusing people) and offer instead the same number of children's activities annually, still on a first-in basis, but parents only need pay per session.

This system is fairer, ensuring that only those parents whose children attend the activities are paying.

ATTACHMENTS

Nil

OPTIONS

Council has the following options available:

1. Approve a change to the current schedule of Council fees & charges for Gippsland Regional Sporting Complex being the introduction of a new 'turnkey' association court hire rate of \$25 per hour, in addition to existing peak and off-peak association court hire rates, for an initial period being the 2021 calendar year. Continuation of the turnkey rate beyond 2021 to be subject to review of usage of the stadium and comparable facilities across the shire; and
2. Approve a change to the current schedule of Council fees and charges for Gippsland Art Gallery being abolition of the current annual membership fee for the Gecko's children's program and replacement with a 'pay per session' fee of \$10 per child; or
3. Not approve changes and seek further information for presentation to a future Council meeting.

PROPOSAL

That Council:

1. Approve a change to the current schedule of Council fees and charges for Gippsland Regional Sporting Complex being the introduction of a new 'turnkey' association court hire rate of \$25 per hour, in addition to existing peak and off-peak association court hire rates, for an initial period being the 2021 calendar year. Continuation of the turnkey rate beyond 2021 to be subject to review of usage of the stadium and comparable facilities across the shire; and
2. Approve a change to the current schedule of Council fees and charges for Gippsland Art Gallery being abolition of the current annual membership fee for the Gecko's children's program and replacement with a 'pay per session' fee of \$10 per child.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

This impact has been assessed and, based on previous years' Gippsland Regional Sporting Complex usage, the cost to Council per annum will be an additional \$10,000 (approximately). This estimate of cost to Council is based on a predicted take up of the new turnkey association court hire rate and takes account of reduced fees revenue from court hire and net reduction in kiosk profit offset by reduced expenditure on Council casual staff salaries.

Regarding the Gippsland Art Gallery Gecko's children's program, the financial impact is negligible with forecast revenue from children's activity bookings on a pay per session basis being the same as revenue from the annual membership fee.

COMMUNICATION IMPACT

This impact has been assessed and communications and engagement activity will be needed with affected associations. Following Council approval of the turnkey association court hire rate option, discussion will commence with interested association/s to negotiate a service agreement outlining the user's responsibilities and operating processes and procedures, insurances and so on to ensure risks are managed and expectations are clear. Communication with interested parties from other facilities will occur as needed and concerns or feedback will generally be referred to the upcoming broad review of fees structures and operating model of all Council facilities to be undertaken under the Community Managed Facilities Strategy.

Regarding the Gippsland Art Gallery Gecko's children's program, the change from an annual membership fee to a pay per session basis will be communicated to families who use the children's program service at the time of booking in to activities.

LEGISLATIVE IMPACT

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

COUNCIL POLICY IMPACT

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

COUNCIL PLAN IMPACT

The Council Plan 2017-21 Theme 1 Communities states the following strategic objective and related strategy:

Strategic Objective 1.1: *"Maintain friendly, safe communities providing opportunities for residents to lead healthy and active lifestyles."*

Strategy 1.1.3: *"Provide and manage open spaces and infrastructure that enable and encourage healthy and active lifestyles."*

The Council Plan 2017-21 Theme 2 Services & Infrastructure states the following strategic objective and related strategy:

Strategic Objective 2.1: *“Council services and infrastructure are responsive to identified current and future community needs within budgeted parameters.”*

Strategy 2.1.2: *“Provide access to a diverse range of recreational opportunities for all sectors of the community.”*

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

RESOURCES AND STAFF IMPACT

This impact has been assessed and, depending on the level of take up of the turnkey association court hire fee, the need for casual staff at Gippsland Regional Sporting Complex will be reduced.

COMMUNITY IMPACT

This impact has been assessed and it is considered that this change to Council’s fees and charges will be positively received by the Gippsland Regional Sporting Complex community. Users of other facilities in the shire operating under volunteer community committee of management arrangements may consider that changes need to go further to ensure that users of facilities in the Sale area are contributing comparable time and effort to the running of community facilities. Concerns or feedback will generally be referred to the upcoming broad review of fees structures and operating model of all Council facilities to be undertaken under the Community Managed Facilities Strategy.

ENVIRONMENTAL IMPACT

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

ENGAGEMENT IMPACT

This impact has been assessed and communications and engagement activity will be needed with affected associations. Following Council approval of the turnkey association court hire rate option, discussion will commence with interested association/s to negotiate a service agreement outlining the user’s responsibilities and operating processes and procedures, insurances and so on to ensure risks are managed and expectations are clear. Communication with interested parties from other facilities will occur as needed and concerns or feedback will generally be referred to the upcoming broad review of fees structures and operating model of all Council facilities to be undertaken under the Community Managed Facilities Strategy.

RISK MANAGEMENT IMPACT

This impact has been assessed and a service agreement between Council and ‘turnkey’ users will need to be researched and negotiated to manage risks of there being no Council staff at Gippsland Regional Sporting Complex during use of the facility when the turnkey

association court hire rate option is used. Consideration for the agreement will include player and volunteer safety, facility security, legislative responsibilities, insurance and so on.

18. FURTHER GALLERY AND ONLINE COMMENTS

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

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

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

19. IN CLOSED SESSION

COUNCILLOR

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

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

IN CLOSED SESSION

COUNCILLOR

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

Meeting declared closed at:

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