



WELLINGTON

SHIRE COUNCIL

The Heart of Gippsland

Council Meeting Agenda

Meeting to be held at

Port Of Sale Business Centre

Foster Street, Sale

Tuesday 15 December 2015, commencing at 6pm

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ORDINARY MEETING OF COUNCIL – 15 DECEMBER 2015

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Council Meeting Information

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

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

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



A - PROCEDURAL



STATEMENT OF ACKNOWLEDGEMENT

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



PRAYER

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

Amen



A - PROCEDURAL

A4 CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETING/S

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

ACTION OFFICER:

GENERAL MANAGER CORPORATE SERVICES

DATE:

15 DECEMBER 2015

OBJECTIVE

To adopt the minutes of the Ordinary Council Meeting of 1 December 2015 as tabled.

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

That Council adopt the minutes and resolutions of the Ordinary Council Meeting of 1 December 2015 as tabled.

CONFLICT OF INTEREST

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



A - PROCEDURAL

A5 BUSINESS ARISING FROM PREVIOUS MEETING/S

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

ACTION OFFICER

CHIEF EXECUTIVE OFFICER

DATE:

15 DECEMBER 2015

ITEM	FROM MEETING	COMMENTS	ACTION BY
Nil			



A - PROCEDURAL

A6 ACCEPTANCE OF LATE ITEMS



A - PROCEDURAL

A7 NOTICE/S OF MOTION

ITEM A7(1)

NOTICE OF MOTION

OFFICER:

COUNCILLOR MALCOLM HOLE

DATE:

15 DECEMBER 2015

I, Councillor Malcolm Hole, hereby give notice of my intention to move the following motion at the Ordinary Meeting of Council of 15 December 2015:

That the CEO of Wellington Shire Council:-

Make contact with the Transport Minister, Jacinta Allen, and the CEO of V-Line requesting that black spot areas on the passenger trains from Traralgon to Bairnsdale be dealt with at the same time as the Dandenong to Traralgon sector.



.....
COUNCILLOR MALCOLM HOLE

Dated: 1 December 2015



A - PROCEDURAL

A8 RECEIVING OF PETITIONS OR JOINT LETTERS

ITEM A8(1)**OUTSTANDING PETITIONS**

ACTION OFFICER

GOVERNANCE

DATE:

15 DECEMBER 2015

ITEM	FROM MEETING	COMMENTS	ACTION BY
NIL			



A - PROCEDURAL

A9 INVITED ADDRESSES, PRESENTATIONS OR ACKNOWLEDGEMENTS



A - PROCEDURAL

A10 QUESTIONS ON NOTICE

ITEM A10(1)

ACTION OFFICER

DATE:

OUTSTANDING QUESTIONS ON NOTICE

CHIEF EXECUTIVE OFFICER

15 DECEMBER 2015

ITEM	FROM MEETING	COMMENTS	ACTION BY
TAFE Rescue Funds	4 November 2015	Response to the question on notice will be provided at the Ordinary Council Meeting to be held on 15 December 2015	Chief Executive Officer

ITEM A10(2)**RESPONSE TO QUESTION ON NOTICE**

DIVISION: CHIEF EXECUTIVE OFFICE
ACTION OFFICER: CHIEF EXECUTIVE OFFICER
DATE: 15 DECEMBER 2015

At the 4 November 2015 Council Meeting, Councillor McIvor asked the following Question on Notice:

“The Victorian Government has committed to make Victoria the “Education State”, promising to deliver a \$320 million TAFE Rescue Fund. Can the CEO please provide council with an update on our local Federation Training campus noting how much of the TAFE rescue fund has been spent, what the effect of this spending is, the enrolment and completion rates at Federation Training’s campuses compared with other comparable institutions across Victoria and future directions.

The following information is supplied in response.

15 December 2015

“Council has contacted Federation Training seeking a response to a number of the points raised as these matters are not able to be answered without their input. It is anticipated that we will have a response for Council’s first meeting in 2016”



A - PROCEDURAL

A11 MAYOR'S REPORT

ITEM A11(1)**MAYOR'S REPORT**

OFFICER:

COUNCILLOR MCCUBBIN

DATE:

15 DECEMBER 2015

RECOMMENDATION***That the Mayor's Report be noted.***

12 November 2015 – 14 December 2015

- | | | |
|-------------|---|---|
| 13 November | Catholic College Sale - Blessing and Opening of new Trade Skills Centre, Sale | Mayor |
| | This is a Trade Training Centre featuring State of the Art Technical Education facilities following the leadership of their founder, and builder, Saint Marcellin Champagnat. | |
| 15 November | Peter and Virginia Cleary's Open Garden weekend | Mayor
Cr Wenger attended on 14 November |
| 16 November | Chair Rosedale Neighbourhood House AGM | Mayor |
| 18 November | Ministerial announcement by the Minister for Water, Lisa Neville MP, Malmo Dairy, Tinamba. | Mayor |
| | The Victorian Government announced a commitment of \$20m to the development of the Macalister Irrigation District (MID). | |
| 18 November | Meeting with the Hon Warren Truss MP (Acting Prime Minister) and the Hon Darren Chester MP, for a tour of the Port of Sale Cultural and Community Hub. | Mayor, Cr Wenger, Cr Crossley, Cr Davine, Cr Hole, Cr Mclvor, Cr Rossetti |
| 18 November | Presentation/Graduation of Youth Councillors for 2015, Sale | Mayor, Cr Crossley, Cr Mclvor |

20 November	<p>Speak Up for Youth Forum, Sale</p> <p>Wellington Shire Council together with Berry Street co-facilitated this Forum.</p> <p>I was delighted to open this Forum which provides local young people, service providers and community members with an opportunity to have a voice about what is affecting them and their community.</p>	Mayor
21 November	<p>Ken Roberts Book launch, Maffra</p> <p>I was privileged to attend the official launch by Senator Ricky Muir of Ken Roberts' latest book, 'Country Town Quilt'. Some extraordinary stories about ordinary people.</p>	Mayor, Cr Cleary, Cr Hole
24 November	<p>Tour with VicForests through Erica</p> <p>This was a wonderful opportunity to visit the sustainable forest industry in Erica and see the work that is undertaken here and in other areas.</p>	Mayor, Cr Wenger, Cr Hole, Cr McIvor
25 November	<p>Presentation of NAIDOC Medal to Ms Indiana Hicks, St Mary's Primary School, Maffra</p> <p>It was a great pleasure to present Indiana with the Prime Minister's NAIDOC Medal. She won the award for her efforts in a colouring competition and was one of only 25 students in Victoria to win this award. There were over 109,000 entries. A very special achievement indeed!</p>	Mayor
27 November	<p>Announcement of new washroom facility at Australian Fresh Salads, Maffra</p> <p>I was very pleased to attend the opening of the brand new washroom facility at Australian Fresh Salads in Maffra, together with the Hon Tim Bull MP. The expansion of this salad processing facility will create a further 20 jobs. A great example of a growing industry in the Wellington.</p>	Mayor, Cr Crossley
27 November	<p>Gippsland Local Government Network (GLGN) Mayoral induction, Bairnsdale.</p> <p>I was honoured to be elected Chair for 2016.</p>	Mayor
27 November	<p>Exhibition opening for 'Horror Show' and 'Undertow', Sale</p>	Mayor, Cr Crossley

30 November	<p>White Ribbon Day Community event, Sale</p> <p>This was a very special occasion where I joined many other community leaders, including White Ribbon Ambassador, the Hon Darren Chester MP, to lead the community in the oath against domestic and family violence.</p> <p>This was followed by performance of the 'Shrew and Other Lies' by the Groundwork Youth Theatre. This group of young actors have been asked to perform the play in England for the 400th anniversary of Shakespeare's death in 2016. A truly amazing achievement!</p>	Mayor, Cr Cleary, Cr Rossetti attended.
2 December	<p>Opening of the 1994 time capsule</p> <p>21 years ago the time capsule was placed inside a pillar, at the time of amalgamation. It was a great honour to assist the former Mayor of the City of Sale, Cr Bruce Warr, in opening the time capsule. There was much discussion over the contents and some reminiscing about the old days. Not very often are there 9 former and current Mayors in the same room.</p>	Mayor, Cr Wenger, Cr Crossley, Cr Duncan, Cr Hole, Cr McIvor and Cr Rossetti
5 December	<p>Official opening of the Victorian Timber Workers' Memorial, Heyfield</p> <p>The opening of this memorial by Ms Harriet Shing MLC recognises and commemorates Victorians who have lost their lives working within the timber industry. It features a forested area with memorial plaques, public artwork and seating area.</p> <p>The Memorial's opening included a roll call of deceased timber workers and a blessing. It was a very special, memorable occasion and wonderful to catch up with some of the families and friends of those we have remembered.</p>	Mayor, Cr Wenger, Cr Crossley, Cr Hole, Cr Duncan
6 December	<p>Sale Baptist Church Family Fun Day, Sale</p>	Mayor, Cr McIvor

8 December	<p>Annual Australia Day Awards luncheon, Sale</p> <p>I find this is a wonderful occasion at which we can appreciate and acknowledge all the nominees, and also those who nominated them, across our communities.</p> <p>The climax of the afternoon was the announcement of our 2016 winners for Citizen of the Year, Young Citizen of the Year, Community Group of the Year and Community Event of the Year. Congratulations to all the winners and well deserved.</p>	Mayor, Cr Wenger, Cr Davine. Cr Hole, Cr Rossetti
10 December	Visit to Dargo	Mayor
10 December	Gippsland Grammar Annual Presentation Night, Sale	Mayor
11 December	Fulham Correctional Centre Officers' Graduation, West Sale	Mayor
11 December	Gippsland Roads Summit, Traralgon	Mayor
14 December	Meeting with Loch Sport Business and Tourism Association, Loch Sport	Mayor, Cr Wenger

COUNCILLOR DARREN McCUBBIN
MAYOR



B –REPORT

DELEGATES

DELEGATE REPORT B1 MAV STATE COUNCIL 2015

OFFICER: COUNCILLOR MALCOLM HOLE

DATE: 15 DECEMBER 2015

RECOMMENDATION

That the Delegates Report be noted.

The MAV State Council meeting was held on 23 October 2015 and listed below are the results from the Agenda that may affect us.

1. The MAV request the State Government review and report on the current level of reporting, regulation and monitoring that councils are expected to meet, and that the report be submitted to the review process of the Local Government Act. (unanimous)
2. The MAV call on the Minister and the Essential Services Commission to recognise the differing needs of rural, regional and urban councils and make allowance for these needs when finalising the rate capping framework (not unanimous).
3. Seeking more funding for Public Libraries.
4. Seeking new initiatives to meet the challenge of the ice scourge.
5. Call on the State Government to urgently have a review into planning fees.
6. Improve transparency at State Council meetings (open the door to media and public) - only just passed.
7. Regional rail link funding to allow the regional rail Network to access the Port of Melbourne easier.
8. The MAV call on the State Government, which has committed to rebuilding the Dandenong line, and the infrastructure, includes 4 rail tracks to future proof the line.

Moved by Yarra City Council. We seconded it after no action from other Gippsland Councils.

Glen Eira spoke against because of the amount of land they would lose (77% support).

9. The MAV advocate on behalf of its members for changes to *The Water Act 1989* and *The Country Fire Authority Act 1958*, to remove the requirement for councils to facilitate and fund the installation and maintenance of fire hydrants (100% support).
10. Landfill levy revenue distribution - .to seek information on levies collected by the State Government since its inception and what amount of that revenue has been returned to councils (97% support).

11. That business owners be given the right to vote in the 2016 election. They pay rates, and in some councils, significantly more than residents. Melbourne businesses have this right. Very narrow support.
12. That the MAV and the RSL jointly lobby the State Government to cover the cost of traffic management and insurance of events on Anzac Day and Remembrance Day. Very strongly supported.



.....
CR MALCOLM HOLE



C1 - REPORT

**CHIEF EXECUTIVE
OFFICER**

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

OFFICER: CHIEF EXECUTIVE OFFICER

DATE: 15 DECEMBER 2015

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

- 24 November Attended **Stretton Park Annual General Meeting**, Maffra
- 2 December Attended **Committee for Wellington** meeting, Sale. In attendance was Member for Gippsland South, Danny O'Brien, who provided an overview of a number of strategic projects including the next stage of the Princes Highway duplication between Sale and Traralgon, as well as the announcement of \$20m in State Government funds towards the Macalister Irrigation District.
- Attended the **21st Anniversary and Opening of the Time Capsule** put in place 2nd December 1994. In attendance were Mayor McCubbin, Councillors Wenger, Hole, Crossley, Duncan, Rossetti and McIvor, as well as several staff members including General Manager Community and Culture Glenys Butler and General Manager Natural and Built Environment Chris Hastie. There were 9 present and past Mayors as well as a number of councillors, the only part that was perhaps a little underwhelming was the state of the documents (wet and mouldy) that came out of the capsule!
- Attending a meeting with Cr Carolyn Crossley, **Minister Jaala Pulford, Minister for Regional Development**, James Flintoff, Acting CEO Regional Development Victoria), and Leigh Kennedy, Regional Director Gippsland Regional Development Victoria, Sale
- 3 December Attending a **Regional Partnerships presentation by Minister Jaala Pulford, Minister for Regional Development**, Sale
- 4 December Attending **Gippsland Community Leadership Program Graduation**, Traralgon
- 5 December Attending the **Opening of the Victorian Timber Workers Memorial**, Heyfield
- 8 December Attending the **Announcement of the 2016 Australia Day Awards**, Sale
- 10 December Attending the **Invest Gippsland Activation Workshop**, Traralgon
- 11 December Attending the **Gippsland Regional Plan Launch**, and the **Gippsland Leadership Forum**, Warragul
- 14 December Meeting with **Inspector Rob Wallace, Victoria Police**, Sale

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

DIVISION: CHIEF EXECUTIVE OFFICER
ACTION OFFICER: CHIEF EXECUTIVE OFFICER
DATE: 15 DECEMBER 2015

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

OBJECTIVE

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

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

That Council receive and note the November 2015 Council Performance Report as attached.

BACKGROUND

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

OPTIONS

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

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

PROPOSAL

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

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

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

The operating result as at the end of November reflects a surplus of \$33.7 million against an adjusted budget surplus of \$29.5 million. Overall, Council expects that the final results for 2015/16 will reflect a deficit of \$1.1 million, which is a decline of \$3.0 million from the adopted budget. The majority of the change results from the removal of \$6.0 million of the Victoria Grants Commission 2015/16 allocation which was received in advance on 30 June 2015, which was offset by additional Roads to recovery funding allocated for 2015/16 projects (\$1.9 million).

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

COUNCIL PLAN IMPACT

Objective 2.2 states that Council will:

"Maintain processes and systems to ensure sound financial management"

Objective 2.3 states that Council will:

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

NOVEMBER PERFORMANCE REPORT

November 2015 COUNCIL PLAN HIGHLIGHTS

Community Emergency Planning

Jack River Recovery Program - Communities of Woodside, Woodside Beach and McLoughlin's Beach have completed their first Community Emergency Plan.

The Heyfield community have developed a process involving community resources so local people, who wish to, can stay in Heyfield rather than go to the Sale Emergency Relief Centre. No Council Emergency Management resources are involved, this is purely a community initiative.

The Dargo community, as part of their community emergency management planning, have developed the "Dargo Community Emergency Brochure" which is aimed at tourists to the area.

Vulnerable people in an Emergency Relief Centre

Wellington Shire Council has developed, in consultation with various stakeholders, "A practical guide for caring for vulnerable people in an Emergency Relief Centre". In particular, interested disability and aged care support groups work-shopped the protocol in November. The protocol, now completed, will be presented to the Gippsland Municipal Emergency Management Enhancement Group in December for endorsement and inclusion in the Gippsland Emergency Relief Centre Standing Operating Procedure.

Yarram Early Learning Centre

Enrolments at the centre are still increasing. The waiting list has started for four year old kindergarten for 2016. 44 places are available, with two on the waiting list. Four year old children will still have access to the centre in the 3-5 long day care room.

Interviews were held in late November for positions in 2016 to expand the services. Anticipating 75% capacity when the Kindergarten program commences in late January 2016 (much sooner than expected). The centre is in a good financial position due to strong enrolments and efficient management of staffing ratios and rosters.

Youth Council

Recruitment of the new Youth Council has been completed. Eight new members - 6 young women and 2 young men. Six members of the 2015 group are staying on and they are also very keen. The first meeting was held on 25 November and went very well. All members are excited about the year ahead. Orientation camp is scheduled for the weekend of 4-6 December 2015 which will include the new Youth Council working on the Draft Action Plan for 2016.

Walk to School

Walk to School has been highly successful with 29 out of 31 schools registered and implementing healthy eating and fitness activity into their curriculum along with promoting active travel. This is the highest ever level of participation from schools across Wellington Shire. Two of our schools (Bundalaguah Primary and Nambrok Primary) took out the top VicHealth prizes in our region for walk to school participation, this region includes not only Gippsland but much of south-eastern Melbourne as well.

Social Inclusion Week

A large range of activities have just commenced. A four page spread in the Gippsland Times promoted all the social inclusion week activities being provided through Council and 18 partner organisations.

The White Ribbon event will include a Groundwork Youth Theatre performance of Shakespeare's Shrew and Other Lies at the Entertainment Centre at 6.30pm on Monday 30 November.

Special Programs – Tech Savvy Seniors

The Library delivered two Tech Savvy Seniors Sessions on "Online Shopping". These sessions are funded by a grant provided by Telstra and contributes to online safety and awareness in our community.

Special Programs - Author visit at Sale and Rosedale

Marcus Hill author of "A Town at War: Sale in Gippsland" shared his insight and research with adult and student audiences at both Sale and Rosedale libraries. These two author talks prompted a better understanding of Remembrance Day and stimulated conversations of war and the impacts on the home-front. Attendance was 25 people at Sale Library and 55 people at the Rosedale Library.

Collaboration

The Library worked in collaboration with internal and external stakeholders in providing programs and promotion of "Social Inclusion Week" celebrations.

Mobile Library Agreement

Work has commenced on physically setting up many of the sites ready for the launch of the Outreach Library Service from 1 February 2016. The Memorandum of Understanding is now officially signed by four partners and the remaining partnership agreement has been approved and a signed copy is expected to be received within a week.

Library Management System

Notice of Intent to align with 'SWIFT' Library consortia has been confirmed this month. The new software will provide improved levels of service delivery and access to library resources.

Temporary Gallery Signage

Two vinyl Gippsland Art Gallery banners which previously hung on a pole outside the Port of Sale Civic Centre have been installed on the walkway to Level 1 of the Port of Sale Business Centre. An additional flag banner has been ordered for the Foster Street entrance. Signage has been ordered for the existing sign posts at the entrance of the Business Centre Carpark on Canal Road.

Exhibition Opening Event

Two exhibitions were officially opened on Friday 27 November 2015 at the Gippsland Art Gallery. 'Horror Show' a contemporary art group exhibition curated by 'The Ryan Sisters' and 'Undertow' by Eloise Calandre (UK) was launched by local actor and taxidermist David Luxford with the Mayor, Cr Darren McCubbin.

EBBWE – Performances

During November, the Entertainment Centre presented four shows with five performances. Three of the performances were sold out shows with waitlists.

Russian National Ballet Swan Lake was held Monday 9 November 2015, with an attendance of 387. It was a beautiful full length performance of the most cherished classical ballet of all time.

Melbourne Opera International Opera Gala was held on Saturday 28 November 2015 at 7.30 pm with an attendance of 144. This was the only regional show Melbourne Opera were performing before their upcoming tour of China.

David Strassman held two sold out comedy performances on Sunday 29 November 2015. It was a brand new show with a total attendance of 755 from the 6pm and 8.15 pm sessions.

Shakespeare's Shrew and Other Lies – This White Ribbon Event has 20 local male leaders pledging the white ribbon oath against domestic violence, and will raise funds for Groundwork Youth Theatre to travel to England in 2016 for Shakespeare's anniversary festival. Tickets sold to date are 63, for the show on Monday November 30 at 7.00pm.

Monthly Attendances

Theatre tickets sold in November exceeded 1,359.

Aqua Energy

Local Government Performance Reporting Framework (LGPRF) survey will be circulated in first week of December and forwarded to users/members and non-users. The survey will be open throughout December 2015 and results collated through January and February 2016. Aqua Energy is currently surveying Wellington Shire schools regarding the school swimming and booking process. Results will be collated early December 2015.

Cost Allocation Model – Aqua Energy

Final draft of the model will be completed by end of December 2015.

External Funding

Council will be applying for funding under the Country Football and Netball Program to develop a new netball court at the Stratford Recreation Reserve in closer proximity to clubrooms, change facilities and female amenities. This project emanates from the Stratford Recreation Reserve Masterplan (2012), having been identified as a high priority for the Stratford Recreation Reserve Committee of Management and tenant user groups.

Community Committees

42% of budgeted subsidies have been paid to date with four agreements/licences being renewed during the month of November. Payment of subsidies are subject to Council receiving AGM documentation from the respective Committees of Management. One new licence established for the Port Albert Progress Association in relation to the old Port Albert Tennis Courts.

All current Special Committee (6) memberships are due to expire on 18 December 2015. Invitations were sent out to all members to re-nominate for committee membership and advertisements placed in the Gippsland Times. In addition, a process was implemented to allow online nominations. Reports have been prepared and submitted for the December 15 Council meeting for endorsements.

Community Assistance Grants

Recruitment underway for Community Facilities Planning and Grants Officer. The next round of Community Assistance Grant funding (Projects and Events categories) will open in mid-January, 2016.

Sale Memorial Hall Master Plan

Consultant Karen Evans will be presenting to Council on 15 December. Council staff are liaising frequently with the Committee of Management for their feedback which will be incorporated into the final report.

Aqua Energy Crèche Monthly Performance Report – November 2015

Crèche Attendance	2014	2015	Income / Expenditure	2015/16 Adopted Budget	2015/16 Adjusted Budget	YTD Actuals (incl oncosts)	YTD Budgets
July	390	359					
August	378	306	Expenditure	60,659	60,693	24,884	25,572
September	439	359	Revenue	(37,000)	(37,000)	(11,907)	(15,410)
October	409	338					
November	357	363	Grand Total	(23,659)	(23,693)	(12,977)	(10,162)

The Occasional Care trial is gaining interest, it will be held every Friday for several weeks. The initial session had only 4 in attendance but the second week had 11 in attendance. Additional programs such as Yoga are still under development. Expect to start in the coming weeks.

Know Your Council website

The State Government recently launched the Know Your Council website at knowyourcouncil.vic.gov.au. The website provides residents with useful information about the role local government organisations play, the services they provide and how they operate.

The website allows people to view and compare their local council's performance against Councils of similar size, with Wellington included in the Large Rural category.

When compared with the average result of other Large Rural Councils, Wellington performs better in the following areas:

- **Community Satisfaction with Council Decisions** – a 58% community satisfaction rating, compared with a 51% average for similar Councils.
- **Community Consultation and Engagement** - 59% community satisfaction with consultation, compared with a 53% average for similar Councils.
- **Adequate Maintenance of Sealed Local Roads** - 97% inspection rating compared with a 95% average for similar Councils.

- **A lower average residential rate per residential property assessment** – of \$1,114.99 compared with a similar Council average of \$1,443.61 and an average of \$1,409.36 across all Victorian Councils
- **Less time taken to decide planning applications** - 52 days compared an average of 59 days for similar councils and a 66 average day across all Victorian Councils.

The website also identifies areas where the Wellington Shire Council could improve in comparison to other Large Rural Councils including:

- **A higher than average cost per visit to outdoor aquatic facilities** – of \$17.73 per visit versus a Large Rural council average of \$14.30 per visit
- **Percentage of library resources less than five years old** - lower at 36%, compared with a similar council average of 62.15%.

500 processes in Promapp

Promapp software was implemented just over two years ago as a part of the introduction of Wellington Excellence to capture our corporate memory and improve our day to day service delivery. As at November 2015, council staff have documented more than 500 processes in Promapp, of which more than 250 have been published. To reinvigorate our process mapping and process improving activities, a tool kit for reviewing and further improving already documented processes is being developed.

Occupational Health and Safety (OHS) reporting

There were 54 OHS incidents reported between January and November 2015. Included were 14 requiring first aid treatment, four resulting in lost time, two requiring medical treatment, and non-work-related injury. This data is now being reported by Division to better monitor trends and improve performance.

WorkSafe Week

Worksafe Week was promoted across the organisation with a daily safety e-mail message, culminating in a safety quiz at the conclusion of the week's program.

New Technology, Maffra Depot

Decommission of outdated phone system at Maffra Depot has been completed. New phone system at Maffra Depot has been successfully implemented and is now connected to Desailly Street Office and in full operation. The new technology will contribute towards a reduction in Council's telecommunications costs.

Longford Development Plan

Council adopted the Longford Development Plan on 17 November 2015, which now provides the foundation for future rural living growth in the township.

Stage 2 Heritage Study

Work on the Stage 2 Heritage Study is now advancing, with 72 places of potential heritage significance (in Yarram, Rosedale, Cowwarr, Tinamba, Briagolong, Maffra, Stratford, Boisdale and Heyfield) being investigated.

Federal Government Grant to Radial Timber

Radial Timber were announced as recipients of \$1.5 million grant under the Federal Government Next Generation Investment Programme grants released on 4 November 2015. The grant is for a new state of the art streamlined radial sawmill at Yarram. Council provided a letter of support for this application earlier in 2015.

Victorian State Government Funding MID2030

Funding of \$20 million from Victorian State Government for Stage 1B of Southern Rural Water Macalister Irrigation District (MID) 2030 Project was announced on 18 November 2015, dependent on legislation for proposed lease of Port of Melbourne.

First round Fire Prevention Notices

850 first round Fire Prevention Notices sent resulting from approximately 1400 inspections. Approximately 1300 fire prevention notices were sent in 2014/15, note higher level of compliance.

Longford Landfill rehabilitation

Required Environment Protection Authority (EPA) hydrology and gas reports were completed and submitted to the EPA for consideration. Reports confirmed Wellington Shire Council's position that landfill should be classified as a low risk.

Merton Vale Road crossing

Works for constructing a permanent low level crossing in Merton Vale Road over Merrimans Creek were completed prior to start of fire season, following damage to the bridge. Road is now open to traffic.

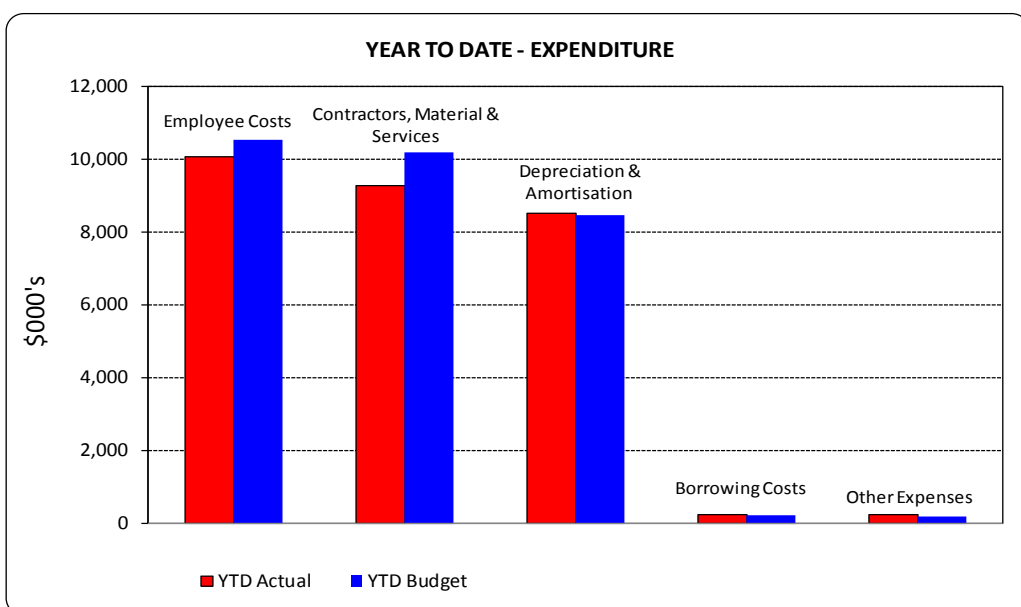
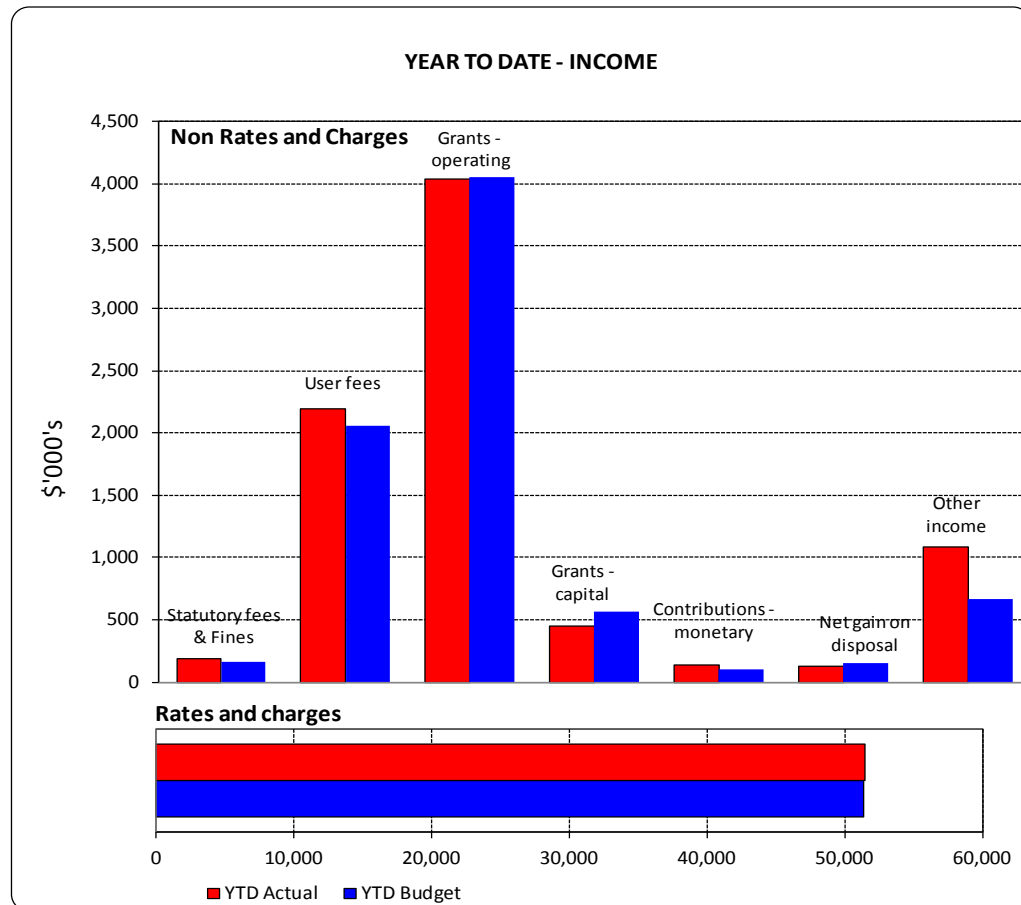
Yarram Recreation Reserve

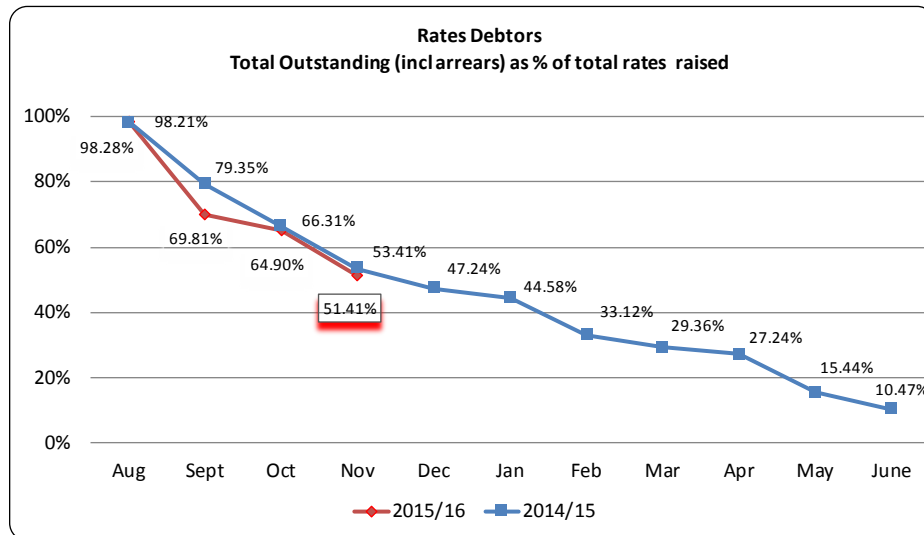
The May Pavilion at the Yarram Recreation Reserve has been demolished so that the access road for the new pavilion can be completed.

NOVEMBER 2015 PERFORMANCE REPORT

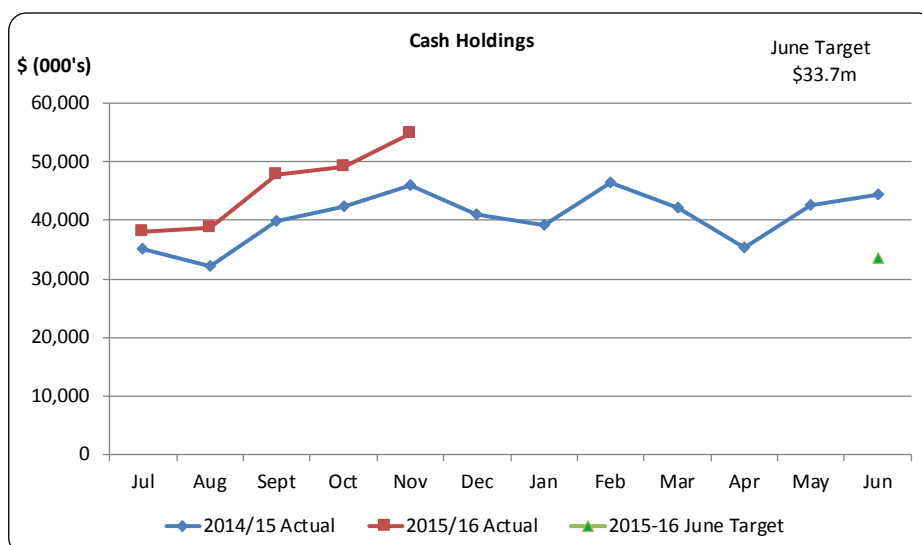
NOVEMBER 2015 FINANCIAL HIGHLIGHTS

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





The second rate instalment was due on 30 November 2015 and the percentage rates debtors outstanding as at end of the period was 51.41%. This is slightly below last year by 2.0% which is a positive outcome resulting from the greater emphasis on debt collection over the last few months.



Council cash holdings at the end of November 2015 of \$54.7 million are above the November 2014 balance of \$46.0 million. The higher than expected current cash holdings includes restricted funds of \$7.4 million to cash back reserves, \$8.3 million to cover provisions, approximately \$7.9 million associated with the 2014/15 operating and capital carry forwards and \$3.0 million for 2015/16 Victoria Grants Commission advance.

INCOME STATEMENT
For the period ending 30 November 2015

	YEAR TO DATE 2015-16			FULL YEAR 2015-16		
	Actual \$000's	Adjusted Budget \$000's	Variance \$000's	Adjusted Budget \$000's	Achieved %	Adopted Budget \$000's
Income						
Rates and charges	51,507	51,372	135	51,372	100%	51,373
Statutory fees & fines	185	161	24	525	35%	525
User fees	2,191	2,057	134	5,833	38%	5,813
Grants - operating	4,033	4,057	(24)	7,707	52%	13,647
Grants - capital	449	566	(117)	8,815	5%	5,710
Contributions - monetary	134	107	27	493	27%	486
Contributions - non monetary	2,328	-	2,328	-	0%	-
Net gain on disposal of property, infrastructure, plant and equipment	129	151	(22)	347	37%	236
Other income	1,084	666	418	2,543	43%	2,492
Total Income	62,040	59,137	2,903	77,635	80%	80,282
Expenditure						
Employee costs	10,083	10,543	460	24,260	42%	24,327
Contractors, materials and services	9,269	10,192	923	31,089	30%	30,613
Bad and doubtful debts	-	-	-	111	0%	111
Depreciation and amortisation	8,511	8,478	(33)	22,155	38%	22,155
Borrowing costs	235	234	(1)	731	32%	731
Other expenses	230	182	(48)	421	55%	461
Total Expenditure	28,328	29,629	1,301	78,767	36%	78,398
Surplus/(Deficit) for the period	33,712	29,508	4,204	(1,132)		1,884

Note: The adjusted budget figures reflect any known changes that have arisen since the adoption of the original budget, including such things as new and unsuccessful grants, additional revenue such as rates, and operating expenditure carried forward from 2014/15. Including these changes in an adjusted budget figure enables Council to more accurately monitor financial performance during the year and predict the end of year position. Council must, however, report publicly against the original adopted budget on a quarterly basis. The full year adopted budget has been reclassified in order to comply with Local Government Model Financial report disclosure requirements.

SUMMARY

The operating result as at the end of November 2015 reflects a surplus of \$33.7 million against an adjusted budget surplus of \$29.5 million. Overall, Council expects that the final results for 2015/16 will reflect a deficit of \$1.1 million, which is a decline of \$3.0 million from the adopted budget. The majority of the change results from the removal of \$6.0 million of the Victoria Grants Commission 2015/16 allocation which was received on 30 June 2015, offset by additional Roads to Recovery funding allocated to 2015/16 projects (\$3.0m).

INCOME

Rates - Additional rates have been raised due to the finalisation of supplementary valuations after the completion of the 2015/16 budget.

User Fees - Income generated from commercial tipping fees is higher than expected (\$31k) due to increased landfill activities for the period. An invoice has been raised for the first three months of the ICT shared services initiative between Wellington Shire Council and East Gippsland Shire (\$29k). Year to date Subdivision Audit fees earned from developers were higher than budgeted (\$17k).

Grants - (operating and capital) - Outstanding amounts for the Yarram District Hub, Sale Livestock Exchange and Sale Memorial Hall Precinct will be received after final acquittals are completed for these projects. Works on the New Shared Paths and Yarram Recreation Reserve Clubrooms are progressing, but grant claims have been delayed. The first quarter Roads to Recovery claim has been received and was higher than budget, this partially offsets the delays in receiving other outstanding grant claims.

Contributions - (monetary and non monetary) - Unbudgeted asset contributions (non monetary) of \$2.3 million associated with the completion of subdivisions within Sale and Longford have been recognised. A number of unbudgeted contributions (monetary) have been received or invoices raised including contributions towards the Victorian Workers Memorial project in Heyfield, economic development projects and other maintenance works.

Other income - Interest earned on short term investments is higher than projected (\$241k) due to a high cash balance and lower than expected expenditure. The annual lease turnover/lease capital expenditure adjustments for caravan parks have been raised (\$158k); these funds will be transferred to reserve for future use in the developments of these parks.

EXPENDITURE

Employee Costs - Year to date employee costs are under budget due to various vacancies and the timing of annual and long service leave. This is partly offset by the use of agency staff and contractors to backfill some critical job roles that are important to maintain customer service levels.

Contractors, Materials and Services - There are a number of underspends throughout the organisation driving the majority of the \$923k variance, with \$619k of this variance committed to be spent in the upcoming months. Maintenance expenditure on rural roads, roadside vegetation and concrete path maintenance is under budget but works have been committed to be completed over the next few months. Bushfire mitigation projects are behind schedule due to legislation issues relating to vegetation removal and offsets and although projects associated with Jack River fire are progressing, projects are now not expected to be completed until February 2016. Due to resourcing issues, there have been delays in completing valuation enquiries but this issue will be resolved in the near future. The first instalment of community assistance grants has been paid earlier than expected.

CAPITAL EXPENDITURE PROGRAM EXPENDITURE

For the period ending 30 November 2015

	YEAR TO DATE 2015-16			FULL YEAR 2015-16		
	Actual	Adjusted Budget	Variance	Adjusted Budget	Achieved	Adopted Budget
	\$000's	\$000's	\$000's	\$000's	%	\$000's
Bridges	313	316	3	2,497	13%	2,471
Drainage	5	-	(5)	305	2%	305
Footpaths & Cycleways	170	47	(123)	1,116	15%	1,154
Plant, Machinery & Equipment	1,366	1,556	190	2,958	46%	2,525
Roads	1,188	1,634	446	12,212	10%	9,415
Buildings	2,061	2,414	353	9,654	21%	9,183
Parks & Environmental Services	298	551	253	3,986	7%	3,550
Waste Management	16	293	277	759	2%	690
Landfill Improvements	1	30	29	60	2%	60
Furniture and Fittings	97	86	(11)	244	40%	183
Information Technology	19	163	145	224	8%	122
Library Books	102	138	37	203	50%	229
Intangibles	79	215	135	779	10%	766
Grand Total	5,716	7,444	1,729	34,998	16%	30,654

As at 30 November 2015, the adjusted capital expenditure budget is \$35.0 million with 138 projects planned for the year.

Of the 138 projects planned for this year, 24% are already complete, 33% have commenced, 11% are in the contract stage, and 30% are in preplanning. The remaining 2% is the Yarram Aerodrome - Runway & Apron project which is on hold awaiting finalisation of the aerodrome review and the Self Checkout Kiosk for the library which has been delayed to 2016/17 after project reprioritisation.

Projects completed in November 2015 include the Sale Toongabbie Road reconstruction and the disability hoists program for the outdoor pools. Of the 34 projects which have been completed by 30 November 2015, 14 of those were originally budgeted in the 2014/15 capital works program. These 34 completed projects amount to \$1 million or 3% of the total capital works budget.

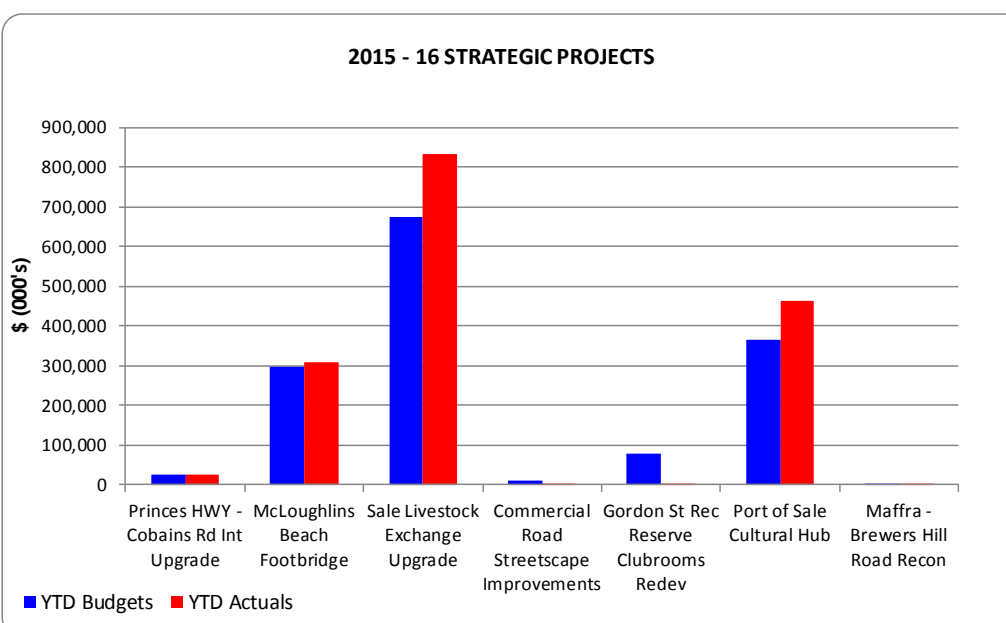
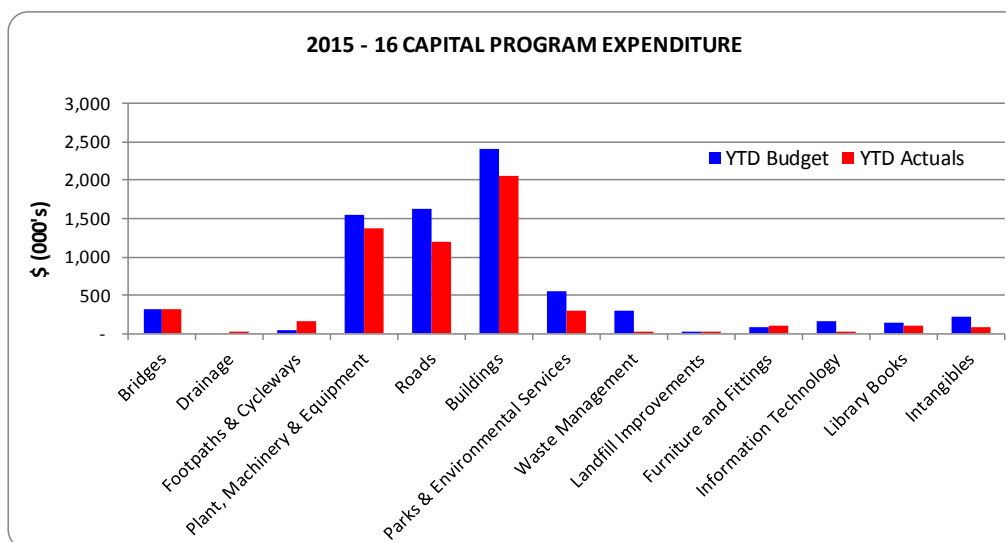
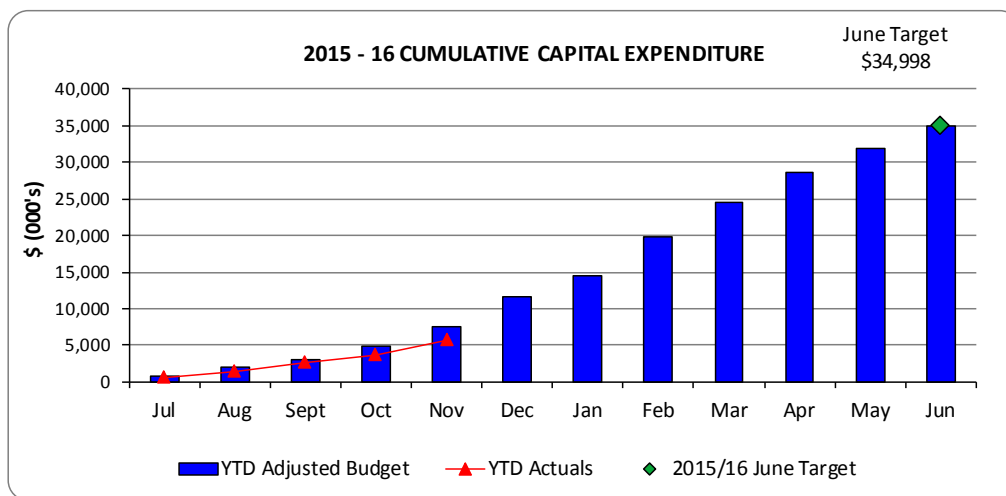
The major culverts renewal program has recently been contracted as has the work at the Kilmany Landfill for leachate treatment. Work in Maffra has commenced on both the Hillcrest Estate Playground landscaping and the Island reserve exercise circuit which is expected to be completed prior to Christmas. Pearson and Queen Street Maffra works are continuing on budget and are expected to be completed in December 2015. Works have been completed on the Victorian Timber Workers memorial with the official opening in December 2015. Works are progressing well on the Sale Livestock Exchange with the operational commencement in January 2016 and the official opening in April 2016.

Works are progressing on the Port of Sale Cultural Hub. The internal demolition is complete. The architects are currently finalising the designs for the building and precinct works which are expected to be completed in March 2016. Due to scope changes following the additional funding announcement significant building funds are unlikely to be expended this year.

The Sale CBD toilet construction was awarded in November 2015 and is expected to be completed in April 2016. The Yarram Recreation Reserve Clubrooms upgrade has almost reached completion with the old pavilion having been demolished and the carpark to be completed by Christmas 2015.

The annual road reseal program (\$3.8 million) commenced in November 2015. This program is on track to be primarily completed by April 2016.

The fleet and plant renewal programs are slightly behind budget.





C2 - REPORT

GENERAL MANAGER CORPORATE SERVICES

ITEM C2.1**ASSEMBLY OF COUNCILLORS**

DIVISION: CORPORATE SERVICES

ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES

DATE: 15 DECEMBER 2015

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

OBJECTIVE

To report on all assembly of Councillor records received during the period 24 November 2015 to 8 December 2015.

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

That Council note and receive the attached Assembly of Councillors records received during the period 24 November 2015 to 8 December 2015.

BACKGROUND

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

Below is a summary of all assembly of Councillors records received during the period 24 November 2015 to 8 December 2015.

Assembly of Councillors summary of reports received during the period 24 November 2015 to 8 December 2015		
Date	Matters considered	Councillors and officers in attendance
1 December 2015	Councillors Community Meeting Councillors Diary Meeting	Anna Larkin (Item 1) Gail Hogben, Executive Assistant CEO (Item 1 & 2) Sharon Willison, Mayoral and Councillor Support Officer (Item 1 & 2)
1 December 2015	Pre Council Agenda Waste Management Port of Sale Precinct Update Drumming Noise (Ongoing) Paradise Beach Aquatic Strategy Sale Tennis Club Redevelopment	Councillor Crossley, Rossetti, Cleary, Davine, Duncan (Items 2 – 3 Only), Cr McCubbin, Cr Mclvor, Cr Wenger & Cr Hole David Morcom, Chief Executive Officer Arthur Skipitaris, General Manager Corporate Services Chris Hastie, General Manager Built and Natural Environment

Assembly of Councillors summary of reports received during the period 24 November 2015 to 8 December 2015		
Date	Matters considered	Councillors and officers in attendance
		John Websdale, General Manager Development Trish Dean, Governance Officer (Item 0) Tim Rowe, Manager Natural Environment & Parks (Item 1) Jo Caminiti, Coordinator Sustainability (Item 1) Stuart Malcolm, Waste Management Coordinator (Item 1) Sharon Houlihan, Executive Manager Major Projects (Item 2) Lisa Lyndon Project Support Officer (Item 2) John Tatterson, Manager Built Environment (Item 2) Vanessa Ebsworth, Manager Municipal Services (Item 3) Paul Johnson, Manager Healthy Lifestyles (Item 4 & 5) Daniel Miller, Coordinator Healthy Lifestyles Facilities (Item 4) Marcus Stone, Coordinator Community Facilities Planning (Item 5)

OPTIONS

Council has the following options:

1. Note and receive the attached assembly of Councillors records; or
2. Not receive the attached assembly of Councillors records and seek further information for consideration at a future Council meeting.

PROPOSAL

That Council note and receive the attached assembly of Councillors records received during the period 24 November 2015 to 8 December 2015.

CONFLICT OF INTEREST

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

LEGISLATIVE IMPACT

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

COUNCIL PLAN IMPACT

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

Strategic Objective

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

Strategy 2.3

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

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

ASSEMBLY OF COUNCILLORS

1. DATE OF MEETING:

1 December 2015

2. ATTENDEES:

Councillors:

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

Officers In Attendance:

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

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

Name	Item No.	Name	Item No.
Anna Larkin	1		
Gail Hogben	1 & 2		
Sharon Willison	1 & 2		

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

1. Councillors' Community Meetings

2. Councillors' Diary Meeting

4. Conflict of Interest disclosures made by Councillors:

ASSEMBLY OF COUNCILLORS

1. DATE OF MEETING:

1 December 2015

2. ATTENDEES:

Councillors:

Name	In attendance (tick)		Name	In attendance (tick)	
	Yes	No		Yes	No
Cr Crossley	✓		Cr McCubbin	✓	
Cr Rossetti	✓		Cr McIvor	✓	
Cr Cleary	✓		Cr Wenger	✓	
Cr Davine	✓		Cr Hole	✓	
Cr Duncan (Items 2 – 3 only)	✓				

Officers in Attendance:

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

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

Name	Item No.
Trish Dean	0
Tim Rowe, Jo Caminiti, Stuart Malcolm	1
Sharon Houlihan, Lisa Lyndon, John Tatterson	2
Vanessa Ebsworth	3
Paul Johnson, Daniel Miller	4
Paul Johnson, Marcus Stone	5

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

0. Pre-Council Agenda
1. Waste Management
2. Port of Sale Precinct Update
3. Drumming Noise (Ongoing) Paradise Beach
4. Aquatic Strategy
5. Sale Tennis Club Redevelopment

4. Conflict of Interest disclosures made by Councillors:

NIL

ITEM C2.2**AUDIT COMMITTEE MINUTES**

DIVISION: CORPORATE SERVICES
 ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES
 DATE: 15 DECEMBER 2015

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

OBJECTIVE

To receive and note the minutes of the Audit Committee meeting held on 23 November 2015.

RECOMMENDATION

That:

- 1. Council receive and note the minutes in brief (Attachment 1) and the confidential attachment at Item F1.1 Audit Committee Minutes of 23 November 2015; and***
- 2. The information contained in the confidential attachment Item F1.1 Audit Committee Minutes of 23 November 2015 of this Council meeting agenda and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the General Manager Corporate Services on 16 November 2015 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989: e) proposed developments; f) legal advice; and h) any other matter which the Council considers would prejudice the Council or any person; be designated confidential information under Section 77 Clause (2)(b) of the Local Government Act 1989.***

BACKGROUND

Council maintains an Audit Committee in accordance with Section 139 of the *Local Government Act 1989*. The Audit Committee is an independent advisory Committee to Council and its primary objective is to assist Council in the effective conduct of its responsibilities for financial reporting, management of risk, maintaining a reliable system of internal controls and facilitating the organisation's ethical development. Minutes of the Audit Committee are reported direct to Council. A copy of the minutes in brief from the Audit Committee meeting of 23 November 2015 can be found at Attachment 1 of this report and is provided for the information of Council and the public in general.

OPTIONS

Council has the following options:

- To receive and note the minutes from the Audit Committee Meeting of 23 November 2015; or
- To seek further information and consider the minutes at a future meeting.

PROPOSAL

To receive and note the minutes of the Audit Committee meeting held on 23 November 2015.

CONFLICT OF INTEREST

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

LEGISLATIVE IMPACT

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

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

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

COUNCIL PLAN IMPACT

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

Strategic Objective

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

Strategy 2.3

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

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

RISK MANAGEMENT IMPACT

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

MINUTES IN BRIEF OF AUDIT COMMITTEE MEETING HELD ON MONDAY 23 NOVEMBER 2015 AT 2PM

Present: Mr Peter Craighead (Chair)
Mr Alan Hall
Councillor John Duncan

In attendance: Mr David Morcom (Chief Executive Officer)
Mr Arthur Skipitaris (General Manager Corporate Services)
Mr Chris Hastie (General Manager Built & Natural Environment)
Mr Dean Morahan (Manager Assets & Projects)
Mr Mark Peters (HLB Mann Judd) (via phone)
Mrs Sheryl Saynor (Executive Support Officer)

1. **Welcome**
2. **Apologies - Joel Churchill, Cr Peter Cleary**
3. **Closure of Meeting to Public:-**

Alan Hall/Councillor Duncan

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

CARRIED

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

5. **Adoption of Minutes:-**

Alan Hall/Councillor Duncan

That the Committee adopt the minutes of the previous meeting held on 31 August 2015.

CARRIED

6. **Action Items from Previous Minutes**

Alan Hall/Councillor Duncan

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

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 16 November 2015 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

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

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

CARRIED

7. Follow up on Capital Report

Councillor Duncan/Alan Hall

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

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 16 November 2015 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

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

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

CARRIED

8. Audit Committee Membership

Alan Hall/Councillor Duncan

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

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 16 November 2015 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

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

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

CARRIED

9. Closing Report 2014-15 and Final Management Letter 2014-15

Alan Hall/Councillor Duncan

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

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Acting Chief Executive Officer on 16 November 2015 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

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

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

CARRIED

10. Internal Audit: Payroll

Councillor Duncan/Alan Hall

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

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 16 November 2015 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

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

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

CARRIED

11. Status of Internal Audit Recommendations

Councillor Duncan/Alan Hall

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

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 16 November 2015 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

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

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

CARRIED

12. Information Services Update

Alan Hall/Councillor Duncan

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

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 16 November 2015 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

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

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

CARRIED

13. IBAC Intelligence Report: Organised crime group cultivation of public sector employees

Alan Hall/Councillor Duncan

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

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 16 November 2015 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

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

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

CARRIED

14. Review of Risk Strategy

Councillor Duncan/Alan Hall

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

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 16 November 2015 because it relates to the following grounds under Section 89(2) of the Act:

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

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

CARRIED

15. Investment and Procurement Policies

Alan Hall/Councillor Duncan

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

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 16 November 2015 because it relates to the following grounds under Section 89(2) of the Act:

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

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

CARRIED

16. Related Party Transactions

Councillor Duncan/Alan Hall

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

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 16 November 2015 because it relates to the following grounds under Section 89(2) of the Act:

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

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

CARRIED

17. Evaluation of Audit Committee Performance

Alan Hall/Councillor Duncan

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

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 12 November 2014 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

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

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

CARRIED

18. Review of Audit Committee Charter and Terms of Reference

Alan Hall/Councillor Duncan

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

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 16 November 2015 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

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

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

CARRIED

19. Local Authorities Superannuation Fund (Defined Benefit Plan)

Alan Hall/Councillor Duncan

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

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 16 November 2015 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

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

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

CARRIED

20. Financials

Alan Hall/Councillor Duncan

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

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 16 November 2015 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

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

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

CARRIED

21. Council Quarterly Performance Report

Alan Hall/Councillor Duncan

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

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 16 November 2015 because it relates to the following grounds under Section 89(2) of the Act:

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

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

CARRIED

22. Fraud Report

Councillor Duncan/Alan Hall

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

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 16 November 2015 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

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

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

CARRIED

23. Excessive Staff Leave

Alan Hall/Councillor Duncan

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

That the information, contained in the attached document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 16 November 2015 because it relates to the following grounds under Section 89(2) of the Act:

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

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

CARRIED

24. Sale Livestock Exchange

Alan Hall/Councillor Duncan

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

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 16 November 2015 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

- (e) proposed development;***

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

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

CARRIED

25. Current Key Risk Matters

Alan Hall/Councillor Duncan

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

That the information, contained in the attached document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 16 November 2015 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

- f) legal advice;***

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

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

CARRIED

26. Risk Report

Alan Hall/Councillor Duncan

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

That the information, contained in the attached document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 16 November 2015 because it relates to the following grounds under Section 89(2) of the Act:

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

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

CARRIED

27. Register of Commissioned Reports

Councillor Duncan/Alan Hall

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

That the information, contained in the attached document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 16 November 2015 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

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

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

CARRIED

28. General Business

1. CEO Update

THE MEETING CLOSED AT 3.27PM.

ITEM C2.3**ANNUAL COUNCIL POLICY MANUAL REVIEW**

DIVISION: CORPORATE SERVICES
ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES
DATE: 15 DECEMBER 2015

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

OBJECTIVE

To review and update, where required, policies contained in Council's Policy Manual.

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

That Council revoke the existing Council Policy Manual 2014/15 and replace it with the updated Council Policy Manual 2015/16.

BACKGROUND

Council maintains a Policy Manual which contains policies formally adopted by the Council.

Periodically, policies are reviewed and modified where necessary, and the Policy Manual is updated to reflect these changes. Also, as new policies are developed, they are included in the Policy Manual and obsolete policies removed from the Policy Manual.

The complete Policy Manual is reviewed annually and presented to Council for consideration.

A copy of the revised Council Policy Manual with proposed changes marked is tabled.

OPTIONS

The following options are available to Council:

1. Adopt the revised Council Policy Manual 2015/16 as presented; or
2. Adopt the revised Council Policy Manual 2015/16 with additional amendments; or
3. Request further review of the Council Policy Manual for consideration at a future meeting of Council.

PROPOSAL

That Council revoke the existing Council Policy Manual 2014/15 and replace it with the updated Council Policy Manual 2015/16.

CONFLICT OF INTEREST

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

LEGISLATIVE IMPACT

Under section 186A of the *Local Government Act 1989*, Council must review the Procurement Policy at least once in each financial year. The requirement to maintain policies is also included within the spirit of other parts of the *Local Government Act 1989* which empower Councils to make policies.

The Human Rights Charter Checklist has been completed as a result of updating the policies contained in the Council Policy Manual. Reference to human rights considerations and/or implications has been incorporated into each policy as follows:

“Wellington Shire Council is committed to upholding the Human Rights Principles as outlined in the *Charter of Human Rights and Responsibilities Act 2006 (Vic)* and referred to in Council’s Human Rights Policy. The Human Rights Checklist has been completed and the proposed policy is in accordance with Council’s policy commitment to uphold Human Rights Principles.”

The review and consideration of Council’s Policy Manual meets these legislative requirements.

COUNCIL POLICY IMPACT

The attached draft Policy Manual 2015/16 has been ‘marked up’ to identify all proposed changes.

A table summarising the nature of the changes is also attached.

COUNCIL PLAN IMPACT

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

Strategic Objective

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

Strategy 2.3

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

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

CONSULTATION IMPACT

Throughout this review process all Managers have revised and updated their assigned policies as necessary.

SUMMARY OF PROPOSED CHANGES

POLICY NO	NAME	STATUS
1	CEO Unit	
1.1	Councillor Entitlements and Administration	Minor Changes
1.2	Provision of Motor Vehicles for Councillors	Minor Changes
1.3	Media and Communications	Minor Changes
1.4	Social Media	Minor Changes
2.1	People and Excellence	
2.1.1	Best Value and Competitive Neutrality	Minor Changes
2.1.2	Equal Opportunity, Anti-Discrimination & Harassment	Significant changes to wording and clauses
2.1.3	Occupational Health and Safety	Minor Changes
2.1.4	Risk Management	Minor Changes
2.1.5	Human Rights	Significant Changes to wording and clauses
2.1.6	Fraud Control	Minor Changes
2.1.7	Acceptance and Declaration of Gifts and Hospitality	Significant changes to wording and clauses
2.1.8	Election Caretaker Period	Minor Changes
2.1.9	Protected Disclosures	Minor Changes
2.2	Finance	
2.2.1	Bank Guarantees	Minor Changes
2.2.2	Investments	Minor Changes
2.2.3	Debt Collection and Interest Charging – Rates, Charges and Fire Services Property Levy	Minor Changes
2.2.4	Procurement Policy	Changes to clauses and additional sections added
2.3	Information Services	
2.3.1	Privacy & Data Protection	Changes to Statutory References, principles and other areas within the document
2.3.2	Freedom of Information	New Policy
2.3.3	Records Management Policy	New Policy
2.3.4	Records Disposal Policy	New Policy
3.1	Development – Land Use Planning	
3.1.1	Heritage	Minor Changes
3.1.2	Assessment of Development in relation to potential sea level rise	Minor Changes
3.2	Municipal Services	
3.2.1	Car Parking – Off Street Car Parks	Minor Changes
3.2.2	Street Raffles	No Change
3.2.3	Roadside Tourism Directional Signs	Moved to Economic Development.
3.2.4	Building	Minor Changes
3.3	Economic Development	No Changes
3.3.1	Major Events	Minor Changes
3.3.2	Roadside Tourism Directional Signs	Changes to Fees & Ownership sections
3.3.3	Wood Encouragement Policy	New Policy adopted 4 August 2015
4.1	Built and Natural Environment - Parks	
4.1.1	Waste Collection	Minor Changes

4.1.2	Nature strip Maintenance	Minor Changes
4.1.3	Open Space	Minor Changes
4.1.4	Litter Bins	Amendments to “The Policy” wording and title change
4.1.5	Playgrounds	Minor Changes
4.1.6	Public Open Space Contribution – Subdivisions	Minor Changes
4.1.7	Public Toilets	Minor Changes
4.1.8	Significant Tree Protection	Minor Changes
4.1.9	Urban Forest	Minor Changes
4.1.10	Community Development Paths	Minor Changes
4.1.11	Environmental Sustainability Policy	No changes
4.1.12	Rates rebate on land with a deed of covenant for Conservation Purposes	No changes
4.2	Assets & Projects	
4.2.1	Asset Management	No Change
4.2.2	Place and Feature Naming	No Change
4.2.3	Subdivision Infrastructure Development	No Change
4.2.4	Special Charge Schemes – Roads, Street & Drainage Development	Minor Change
4.2.5	Disposal of Surplus Council Equipment	No Change
4.3	Built Environment	
4.3.1	Fencing	Minor Changes
4.3.2	Rental and Leasing of Council Owned Properties	Minor Changes
4.3.3	Use of Council Meeting Rooms	Minor Changes
4.3.4	Cattle Underpasses	Minor Changes
4.3.5	Roadside Memorials Policy	Minor Changes
4.3.6	Sale, Exchange and Acquisition of land	Minor Changes
5.1	Liveability	
5.1.2	Encouragement Awards Yr 11/12	Minor Changes
5.1.3	Responsible Gaming	Minor Changes
5.2	Arts & Culture	
5.2.1	Art Gallery Collection	New Inclusion – Australian Best Practice Guide to Collecting Cultural Material from Ministry for the Arts
5.3	Healthy Lifestyles	
5.3.1	Council Provision of Recreation/Community Facilities	No Changes
5.3.2	Committees	Minor changes – Updated legislation
5.3.3	Community Assistance Grants Program	No Changes



C3 - REPORT

GENERAL MANAGER DEVELOPMENT

ITEM C3.1**QUARTERLY STRATEGIC LAND USE PLANNING UPDATE**

DIVISION:

DEVELOPMENT

ACTION OFFICER:

MANAGER LAND USE PLANNING

DATE:

15 DECEMBER 2015

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

OBJECTIVE

To update Council on the strategic land use planning work program for the fourth quarter of 2015.

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

That Council receives the 2015 fourth quarterly update on the strategic land use planning work program (included in Attachment 1 to the report).

BACKGROUND

The strategic land use planning work program is regularly reviewed by Council's Strategic Land Use Planning Projects Review Group (Review Group), which was appointed by Council at the Ordinary Council meeting of 17 November 2015. The Review Group considered it beneficial to provide the full 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 1**.

OPTIONS

1. That Council receive the 2015 fourth quarterly update on the strategic land use planning work program.
2. That Council does not receive the 2015 fourth quarterly update on the strategic land use planning work program and seeks further information for consideration at a future Council meeting.

PROPOSAL

To receive the 2015 fourth quarterly update on the strategic land use planning work program.

CONFLICT OF INTEREST

On the basis of a land ownership issue, the Manager Land Use Planning declares an interest in the item relating to the preparation of the Longford Development Plan and therefore has no involvement in this project.

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 PLAN IMPACT

The Council Plan 2013–2017 Theme 5 Land Use Planning states the following strategic objective and related strategy:

Strategic Objective

“Appropriate and forward looking land use planning that incorporates sustainable growth and development.”

Strategy 5.1

“Ensure Land Use Policies and Plans utilise an integrated approach to guide appropriate land use and development.”

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

ATTACHMENT 1: STRATEGIC LAND USE PLANNING PROJECT AND AMENDMENT LIST – 4th QUARTER 2015



Current Project	Status/Details	Current Priority	Anticipated Completion
North Sale Development Plan & Developer Contributions Plan	<p>Work continues on the preparation of the North Sale Development Plan (DP) and associated Developer Contributions Plan.</p> <p>A draft 'Design Response' plan, which responds to the issues raised in the initial background analysis work will commence upon the completion of a further, more detailed drainage study which is expected to be completed in early 2016.</p>	H	15/16
South Wurruk Development Plan	<p>A project brief has been prepared to provide detailed guidance for the preparation of the South Wurruk Development Plan.</p> <p>A Draft 'Design Response' plan, which responds to the issues identified through the analysis and background stages is currently in preparation.</p>	M	Ongoing
Longford Development Plan	<p>With funding from the State Government's <i>Rural Regional Flying Squad</i>, Council has now prepared a Development Plan for Longford. The Development Plan provides strategic land use planning guidance for landowners who are interested in rezoning and developing their land to provide for rural lifestyle lots within the Longford growth area.</p> <p>The Longford Development Plan was formally adopted by Council at its regular meeting of 17 November 2015.</p> <p>Officers will now seek approval from the Minister for Planning to formally include the Longford Development Plan within the Wellington Planning Scheme.</p>	L	15/16
Heritage Strategy	<p>Officers are currently working with Council's Heritage Advisor to consider the feedback received from a recent targeted consultation period. Where appropriate, the comments received will be used to revise the draft Heritage Strategy, which will also include an implementation 'Action Plan'.</p>	M/H	15/16
Heritage Study – Stage 2	<p>Council has started Stage 2 of the Wellington Shire Heritage Study. The study will investigate the heritage value of 72 places across the Shire and subsequently prepare</p>	H	April 2016

Current Project	Status/Details	Current Priority	Anticipated Completion
	statements of heritage significance for each one. The statements will ultimately provide the rationale for their statutory protection within the Wellington Planning Scheme.		

Current Amendment	Status/Details	Current Priority	Anticipated Completion
C86: Rosedale Structure plan Implementation	<p>Planning Scheme Amendment C86 - Implementation of the Rosedale Structure Plan, was approved by the Minister for Planning on 15 October 2015.</p> <p>The Amendment implements and incorporates a number of the recommendations of the Rosedale Structure Plan into the Wellington Planning Scheme, the objectives of which define the preferred direction for the future strategic growth of the town.</p>	M	Completed
C93: Technical Corrections Amendment	<p>Amendment C93 seeks to correct a number of 'policy-neutral' technical errors within the Wellington Planning Scheme - including grammatical and mapping errors.</p> <p>At the meeting of 7 July 2015 Council resolved to request the Minister for Planning to prepare and approve Amendment C93.</p> <p>The Amendment documents were submitted to the Minister for Planning for approval on 3 August 2015. Council is currently awaiting the Minister for Planning's decision.</p>	H	Early 2016
C95: Port Albert Rural Residential Lifestyle Lots Review and Planning Controls Review Implementation	<p>Work on implementing the recommendations of the '<i>Port Albert Rural Residential Lifestyle Lots Review (2014)</i>' and '<i>Planning Controls Review (2014)</i>' is progressing.</p> <p>Amendment C95 was Authorised by the Minister for Planning on 6 May 2015 with the associated exhibition period taking place between 25 June and 27 July 2015. A total of 20 submissions were received, a number of which raised objections to the Amendment.</p> <p>At its meeting of 15 September 2015 Council resolved to request the Minister for Planning to appoint an independent expert planning Panel to consider the objections at a Hearing which took place in Yarram on 30 November and 1 December 2015. The recommendations of the Panel are expected in early 2016.</p>	H	Early 2016

External Amendment Requests	Status/Details	Priority	Anticipated Completion
C85 (P124/2013) and C88 (P373/2012): Stevens Street, Sale	<p>C85: Request for rezoning to the Neighbourhood Residential 1 Zone (NRZ1) and subdivision of land into 2 lots.</p> <p>C88: Request for rezoning to the Neighbourhood Residential 1 Zone (NRZ1) and subdivision into 9 lots.</p> <p>A planning Panel Hearing to consider objections to the Amendment took place 20 - 22 April 2015.</p> <p>The subsequent Panel Report was received on 4 June 2015 and became publically available on 2 July 2015.</p> <p>Having considered the recommendations of the Panel Report Council resolved to adopt both Amendments at its meeting of 21 July 2015.</p> <p>The Amendment documents were sent to the Minister for Planning for approval on 31 July 2015. Council is currently awaiting the Minister for Planning's decision.</p>	L	15/16
C94: Rezoning of the former Sale Police Station Site	<p>A request was been received from the Department of Justice (DoJ) to rezone the site of the former Sale Police Station, which is now surplus to requirements.</p> <p>Council officers and the consultant appointed by the DoJ to facilitate the process worked together to develop draft planning provisions to facilitate the development of the site in accordance with Council's strategic aspirations.</p> <p>Amendment C94 was publically exhibited between 9 July and 10 August 2015 and attracted a total of 7 submissions - including one objection, which was later withdrawn.</p> <p>At its meeting of 15 September 2015, Council resolved to adopt the Amendment and forward to the Minister for Planning for approval.</p> <p>The relevant Amendment documents were forwarded to the Minister for Planning for approval on 18 September 2015. Council is currently awaiting the Minister for Planning's decision.</p>	H	15/16



C4 - REPORT

GENERAL MANAGER BUILT AND NATURAL ENVIRONMENT

ITEM C4.1**PLACE NAMES COMMITTEE - MINUTES**

DIVISION: BUILT & NATURAL ENVIRONMENT
ACTION OFFICER: MANAGER ASSETS & PROJECTS
DATE: 15 DECEMBER 2015

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

OBJECTIVE

The purpose of this report is for Council to receive the minutes from the Place Names Committee meeting held on 17 November 2015 and to consider the recommendations from that meeting.

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

That:

- 1. Council receive and note the minutes of the Place Names Committee meeting held on 17 November 2015.***
- 2. Arising from the Place Names Committee meeting of 17 November 2015, Council adopt the following recommendation:***

Following a developer request for a road name in a proposed subdivision in Maffra, the name "Currawong Drive" be approved.

BACKGROUND

The Place Names Committee is an advisory committee that meets quarterly to make recommendations to Council on geographical place name issues.

OPTIONS

Council have the following options available:

- To receive the minutes of the Place Names Committee; or
- Seek further information and consider at a future meeting.

PROPOSAL

1. That Council receive and note the minutes of the Place Names Committee meeting held on 17 November 2015.
2. Arising from the Place Names Committee meeting held on 17 November 2015, Council adopt the following recommendation:

That:

Following a developer request for a road name in a proposed subdivision in Maffra, the name "Currawong Drive" be approved.

CONFLICT OF INTEREST

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

LEGISLATIVE IMPACT

The *Local Government Act 1989* provides Council the power to approve, assign or change the name of a road. Council in exercising this power must act in accordance with the guidelines provided for under the *Geographical Place Names Act 1998*.

COMMUNITY IMPACT

There will be no community impact from the adoption of the Place Names Committee minutes.



PLACE NAMES COMMITTEE (PNC) MEETING

17 NOVEMBER 2015 AT 10:00AM

MACALISTER RIVER ROOM

MINUTES

ATTENDEES:

**Councillor Darren McCubbin
Councillor Emilie Davine
Councillor Patrick McIvor
Dean Morahan (Manager Assets & Projects)
Sandra Rech (Coordinator Asset Management)
James Blythe (GIS Officer)**

MEETING OPENING

Meeting opened at 10:00am

APOLOGIES

Nil

CONFLICT OF INTEREST

Nil

1. CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS

It was moved:

Councillor McCubbin/Davine

That the minutes of the previous Place Names Committee meeting held on 25 August 2015 be accepted.

Carried

2. CURRENT ISSUES

2.1 Proposed Road Names for a North Sale Subdivision

Following the developer's submission of several lists of road names for a proposed subdivision in Sale, north of Cobains Road the following list was approved at the Place Names Committee meeting of the 25 August 2015:

Bronzewing;
Dyer Drive;
Ferguson;
Gordijn;
Hoy;
Lazzaro;
Little;
Murray;
Papworth Drive;
Swan Lake Drive; and
Wynd;

With the proviso that council officers are provided with the road name types shown on a draft plan to ensure that the type suitably describes the road's characteristics prior to the plan being certified and the developer be notified that there is a Little Road in Stratford and that the Registrar of Geographic Names may decline that name due to proximity issues as discussed in the Guidelines for Geographic Names.

Council Resolved to adopt this recommendation at the meeting of 15 September 2015.

It was moved:

Councillor Davine/McCubbin
That this item be closed.

Carried

2.2 Sunday Island

Ambulance Victoria has expressed its concern that Sunday Island is difficult to identify in an emergency response situation. This is on the basis that the island is in the locality of Port Albert and has no named roads or addressing.

Advice received from the Office of Geographic names is that Sunday Island should become its own locality, all tracks be named and all dwellings numbered.

That the owners of Sunday Island be contacted to determine their interest in Sunday Island becoming a locality and the track and features of the island being named.

Contact was made several times with the island's ownership co-operative to ascertain their views. A response has not yet been received.

At the Place Names Committee meeting of the 25 August 2015 it was determined that this item remain open.

It was moved:

Councillor McCubbin/Davine

That a letter be sent to the Office of Geographic Names that the owners of the island have not responded to requests and that this item be closed.

Carried

2.3 Proposed Name for a Sub divisional Road in Sale

Council at its meeting of 15 September 2015 approved a developer's request to use the name "Burragininn" from the Approved Road Name Register for a proposed subdivision in Sale.

Council Resolved to adopt this recommendation at the meeting of 15 September 2015.

It was moved:

**Councillor Davine/McCubbin
That this item be closed.**

Carried

2.4 Omeo Road Dargo

Omeo Road in Dargo is currently signposted "Bridge Road" between Lind Avenue and the Dargo River and "Old Omeo Road" on the east side of the river. One resident recently had an issue with one government department having a Bridge Road address conflicting with the official Omeo Road address held by Wellington Shire Council.

At the Place Names Committee meeting of the 25 August 2015 it was determined that council officers further investigate this matter and determine the extent of changes required and report back to the next Place Names Committee meeting.

It was moved:

Councillor McCubbin/McIvor

That letters be sent to affected property owners to officially name and number the roads as they are currently signposted and to gauge their response and report back to the next Committee meeting.

Carried

2.5 Tip Road, Seaspray

Council at its meeting of 15 September 2015 following a request from a resident and a recommendation from the Place Names Committee, resolved to change the name of Tip Road, Seaspray to McKenzie Road, after council officers write to property owners affected by this proposed change and receiving no negative responses within 30 days.

Council resolved the following at the meeting of 15 September 2015.

That a letter be written to the proponent of the name change of Tip Road, Seaspray explaining that Tip Road was named because it was locally known as the tip of the fertile flats of Merrimans Creek with the land to east considered unproductive. The road was not named after the transfer station and it is appropriate to recognize the history of this name and maintain the existing road name. However if the proponent can demonstrate unanimous support for change, then it will be revisited.

It was moved:

Councillor McCubbin/Mclvor

That letter's be sent to affected property owners in Tip Road to gauge their support in renaming the road to McKenzie Road and to advertise the proposed road name change locally and report back to the next Committee meeting.

Carried

2.6 Proposed Name for a Subdivisional Road in Seaton

Council at its meeting of 15 September 2015 approved a developer's request to use the name "Rosella" from the Approved Road Name Register for a proposed subdivision in Seaton.

Council Resolved to adopt this recommendation at the meeting of 15 September 2015.

It was moved:

Councillor Mclvor/Davine
That this item be closed.

Carried

3. GENERAL BUSINESS

- 3.1** A developer has requested the use of the name "Currawong Crescent" for a road in a proposed subdivision in Maffra. Currawongs are a native bird that frequent the area. The second option if Currawong is not acceptable is Bowerbird Drive, again a native bird that is known to be in the area.

Neither name appears to be currently used in Wellington Shire.

It was moved:

Councillor Davine/Mclvor

That the road be named Currawong Drive as in this instance the road type "Crescent" is not appropriate.

Carried

- 3.2** A developer has requested the use of the name Peck Place for a subdivision in Sale. The details provided are that Dr Peck was a medical practitioner in Sale in the early twentieth century.

There is a Pecks Road in Stradbroke West that is listed on the VicNames register which appears to be approximately 22km from Sale.

It was moved:

Councillor McCubbin/Mclvor

That more information is required to be provided by the developer or alternatively the Committee will nominate a name from the Approved Road Names List.

Carried

- 3.3** A resident has raised the concern that a VicRoads sign has recently been modified to change the spelling of Marlay Point to Marley Point.

Various sources suggest that the original spelling may have been Marley and the name may have been misspelt and now both exist (see attachment).

It was moved:

Councillor McCubbin/McIvor

That following investigations it appears that the original name was “Marley” although in 1856 it appears to have been misspelt in a government document as “Marlay” and that no more action is taken and this item is closed.

Carried

- 3.4** For information and not action at this stage. Cr Wenger was approached by a resident of Alberton with a query regarding the extents of Johnson Street and Tannery Road. This issue appeared to have been resolved in 2003 (see attached letter) and will require further investigation and may come back to the committee for resolution.

It was moved:

Councillor Davine/McIvor

That the 2003 decision be supported and that Council Officers report back to the committee on action taken at the next meeting.

Carried

- 3.5** There are several issues regarding Earl Street, Woodside which will require further investigation (see attached). The street numbering is not consistent and the constructed road segments are not contiguous.

It was moved:

Councillor McCubbin/McIvor

That property owners are contacted regarding this issue and seek their road name preferences to resolve the confusion and report back to the committee at the next meeting.

Carried

4. NEXT MEETING

Tuesday 16 February 2016 at 10.00am

5. CLOSE

Meeting closed at 10:50am

ITEM C4.2**CONTRACT 2015-009 BRIDGE REPLACEMENT – LOWER DARGO ROAD**

DIVISION: BUILT AND NATURAL ENVIRONMENT

ACTION OFFICER: MANAGER ASSETS & PROJECTS

DATE: 15 DECEMBER 2015

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

OBJECTIVE

The purpose of this report is for Council to consider entering into a contract to replace the Lower Dargo River Road Bridge.

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

- 1. Council adopt the recommendations contained in the attached confidential Tender Evaluation Report at Item F1.2 Contract 2015-009 Bridge Replacement, Lower Dargo Road; and***
- 2. The information contained in the confidential document Item F1.2 Contract 2015-009 Bridge Replacement Lower Dargo Road of this Council Meeting and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the General Manager Built & Natural Environment on 30 November 2015 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989: d) Contractual matter; be designated confidential information under Section 77 Clause (2)(b) of the Local Government Act 1989, except that once this recommendation has been adopted the name of the successful tenderer can be made public.***

BACKGROUND

The Lower Dargo Road Bridge was identified for reconstruction in the 2014/15 Capital Works program.

OPTIONS

Council have the following options available:

- Adopt the recommendations contained in the attached confidential Tender Evaluation Report for Contract 2015-009 Bridge Replacement – Lower Dargo Road; or
- 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 2015-009 Bridge Replacement – Lower Dargo Road Bridge.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

The proposed replacement of the Lower Dargo Road Bridge was budgeted for in the 2015/16 Capital Works Program.

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.

RESOURCES AND STAFF IMPACT

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

COMMUNITY IMPACT

The new concrete bridge will have a positive community impact over the current old timber bridge.

ENVIRONMENTAL IMPACT

The proposed works will have minimal environmental impact, with the contractors complying with Council's Guidelines on Environmental Management for Roadwork Projects.

CONSULTATION IMPACT

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 OH&S risks will be discussed with the contractor and allocated to the party in the best position to manage each risk.

ITEM C4.3**PEARSON AND SIMPSON STREETS SPECIAL CHARGE STREET CONSTRUCTION SCHEME – INTENTION TO DECLARE SCHEME**

DIVISION: BUILT & NATURAL ENVIRONMENT

ACTION OFFICER: MANAGER ASSETS & PROJECTS

DATE: 15 DECEMBER 2015

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

OBJECTIVE

To consider the proposed Pearson and Simpson Streets Special Charge Street Construction Scheme Number 1502 for declaration as a Special Charge Scheme for the section of Pearson Street between Fitzroy Street and Raglan Street and the section of Simpson Street between Reeves Street and Desailly Street in Sale.

RECOMMENDATION

- Council commences the statutory process under the Local Government Act 1989 (the Act) to declare a Special Charge Scheme for the purposes of constructing the section of Pearson Street between Fitzroy Street and Raglan Street and the section of Simpson Street between Reeves Street and Desailly Street in Sale and providing any ancillary works including drainage and footpaths.***
- Council in accordance with sections 163(1A) and 163B(3) of the Act, directs that a public notice be given in the Gippsland Times newspaper of the intention of Council to declare the scheme at its ordinary meeting to be held on 5 April 2016 in accordance with the proposed declaration of Special Charge Scheme Number 1502 in the form of this resolution for the full construction of the section of Pearson Street between Fitzroy Street and Raglan Street and the section of Simpson Street between Reeves Street and Desailly Street in the township of Sale.***
- Council directs that in accordance with section 163(1C) of the Act, separate letters enclosing a copy of the public notice be sent to the owners of the properties referred to and set out in the schedule of properties forming a part of the Proposed Declaration of a Special Charge, advising of the intention of Council to declare the Special Charge at its ordinary meeting to be held on 5 April 2016, the basis of the calculation and distribution of the Special Charge and notifying such persons that submissions and/or objections in writing in relation to the Proposed Declaration of Special Charge will be considered and/or taken into account by Council in accordance with sections 163A, 163B and 223 of the Act.***
- Council appoints three Councillors plus an alternative representative to form the 'Pearson – Simpson Streets Special Charge Scheme Submissions Committee' that is established by Council under section 223(1)(b)(i) of the Act, to consider written submissions/objections and to hear any persons who in their written submissions under section 223 of the Act have requested that they be heard in support of their submissions/objections.***

5. ***That Scheme Number 1502 for construction of the section of Pearson Street between Fitzroy Street and Raglan Street and the section of Simpson Street between Reeve Street and Desailly Street, Sale as presented to this meeting be adopted and a Special Charge for the scheme commences 5 April 2015 and remain in force for a period of ten years.***
6. ***The Special Charge be declared for the purpose of defraying costs associated with street construction (including drainage) which Council considers will be of benefit to those property owners required to pay the special charge.***
7. ***The following be specified as the land in relation to which the special charges is so declared: All properties abutting the section of Pearson Street between Fitzroy Street and Raglan Street and the section of Simpson Street between Reeve Street and Desailly Street, within the township of Sale intended to be included in the scheme as defined on the plan attached to this report. (Attachment 1)***
8. ***The following be specified as the criteria which forms the basis of the special charge so declared:-***
 - ***Properties will derive special benefit due to construction of the roads and streets by:-***
 - ***Reduction in dust***
 - ***Enhance the amenity and character of the land and local area***
 - ***Creation of improved riding surfaces for the street***
 - ***Improved access and egress from properties***
 - ***Improved road drainage***
 - ***Improved road safety for motorists, cyclists and pedestrians***
9. ***That pursuant to Clause (2) of Section 163 of the Local Government Act 1989, Council resolves:-***
 - (a) ***The total amount of the special charge to be levied is \$330,000***
 - (b) ***The criteria used as a basis for declaring the special charge are:***
 - ***Improved amenity for properties in the area defined by the scheme boundary.***
 - ***Improved road safety for properties and the community in the area defined by the scheme boundary.***
 - ***That for the purposes of Clause (2A) of Section 163 of the Local Government Act 1989 the total amount of the special charge to be levied will not exceed the amount calculated in accordance with the formula $S = R \times C$***

Where S = The maximum total amount that may be levied from all persons who are liable to pay the special charges.
R = The Benefit Ratio pursuant to Clause (2B) of Section 163 of the Act
and C = The cost of the scheme
 - ***That for the purposes of Clause (2B) of Section 163 of the Local Government Act 1989, the Benefit Ratio R shall have a value of 0.30.***
 - (c) ***One half of the cost is to be apportioned to all properties included in the scheme on the basis of each property having abuttal to the street to be constructed under the scheme will be apportioned one (1) Access Benefit Unit (ABU).***

- (d) *One half of the cost will be apportioned on the basis of abuttal length for each property. Abuttal length for the purpose of this scheme is defined as the actual frontage, one third sideage and one half rearage (including any extensions to these dimensions associated with corner splays) for every property in the scheme. The amount to be charged to each property for abuttal will be the product of the abuttal length of the property divided by the total abuttal length for the scheme multiplied by half the cost.*

10. *Having regard to the preceding parts of this resolution, it be recorded that:*

(a) *The owners of the properties described in the scheme document entitled "Pearson and Simpson Streets Special Charge Street Construction Scheme Number 1502" are liable for the respective amounts set out in the scheme document. Council will be contributing 70% of the scheme costs.*

(b) *Such owners may subject to any further resolution by Council, pay the special charge per property/title in accordance with the following:*

- (i) *the full amount within 45 days of invoice or*
- (ii) *payment may be made over 20 quarterly instalments (5 years) including interest or*
- (iii) *payment may be made over 40 quarterly instalments (10 years) including interest*

11. *The Chief Executive Officer or the person for the time being acting in that position, be authorised to give public notice of this declaration in accordance with Sections 163 and 223 of the Local Government Act 1989.*

12. *The Chief Executive Officer, General Manager Built & Natural Environment and Manager Assets and Projects or the person for the time being acting in that position, be authorised to carry out any and all other administrative procedures necessary to enable Council to carry out its functions under section 163A and sections 163(1A), (1B) and (1C) and sections 163B and 223 of the Act.*

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

BACKGROUND

Following the introduction of the Wellington Shire Council 2014 Residential Road and Street Construction Plan, property owners abutting the proposed scheme area expressed interest in a special charge scheme. An informal investigation of a special charge scheme was commenced which included the preparation of a concept design and cost estimation. These sections of Pearson and Simpson Streets are primarily residential streets with access to Raglan Street and Reeve Street.

Currently there is unsealed road shoulders with only the through lanes sealed and a mixture of open channel drains and old concrete kerb and channel which is in poor condition. The proposed Pearson and Simpson Streets Special Charge Street Construction Scheme would provide for fully constructed sections of these streets. The work would include a fully sealed road with barrier kerb and channel, improved drainage and stormwater management. This scheme will ensure that these sections of Pearson and Simpson Streets will be to a similar standard as other fully constructed sections of Pearson and Simpson Streets.

A public meeting was held on Tuesday 15 October 2015 and an informal survey, which included an estimated cost, was distributed to all property owners liable to be included in the proposed scheme. The letter included a reply paid questionnaire to assess support for, or objection to, the scheme. Letters were mailed to property owners on the 28 October 2015 returnable by 17 November 2015.

There are 50 owners of 51 properties in the scheme area.

Results of the survey show:

The result of the informal survey was 82% of the property owners replied and 81% of the replies were in favour of the proposed scheme.

	SUPPORT SCHEME		OPPOSE SCHEME		DID NOT REPLY
Property Owners (50)	33	66%	8	16%	18%
Properties (51)	34	67%	8	16%	17%

In the table above, property's votes are a vote for each property and that property owner has replied to the survey. (One person owns two properties.)

OPTIONS

- Progress the proposed scheme by advertising the intention to declare the special charge scheme
- To not advertise the intention to declare the Special Charge Scheme.

PROPOSAL

That Council advertise its intention to declare a Special Charge Scheme for the full construction of the section of Pearson Street between Fitzroy Street and Raglan Street and the section of Simpson Street between Reeve Street and Desailly Street in the township of Sale.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

The scheme is estimated to cost \$1,100,000. The amount to be recovered under the scheme does not include GST.

Portion to be recovered from property owners \$325,300.

Portion to be recovered from Council as a property owner \$4700.

Portion of cost to be recovered from Council as direct costs \$770,000.

Total estimated cost of scheme \$1,100,000.

1. As only 30% of the cost of this scheme is intended to be recovered from affected property owners, Council will need to provide for the estimated cost within its 2016/2017 Capital Works Program. Council funding is to be allocated from its 2016/2017 Commonwealth Roads to Recovery Program.

2. The method of apportioning the costs for this scheme includes both access benefit and road abuttal. Accordingly, 50% of the estimated cost is to be uniformly apportioned among the properties in the scheme as an access benefit. The remaining 50% is to be apportioned on the basis of full cost for properties fronting the road/streets to be constructed, one half cost for all properties with rearage to a road/street to be constructed and one third cost for all properties with a sideage to a road/street to be constructed. Council will be contributing 70% of the scheme costs.
3. It is proposed under the scheme to invoice property owners for their apportioned project amount after commencement of construction of the scheme. Options for payment per property/parcel/title are, full payment within 45 days or 20 quarterly instalments (5 years) or 40 quarterly instalments (10 years) for all amounts. An interest component will be included where payment is to be made under either of these instalment programs.
4. The average estimated cost per property is \$6,600. The lowest estimated cost is \$3,700. The highest estimated cost is \$11,900.

LEGISLATIVE IMPACT

This scheme has been prepared in accordance with Section 163, 163A, 163B of the *Local Government Act 1989*. Public notification will be in accordance with Sections 163 and 223 of the *Local Government Act 1989*. Submissions and objections to the scheme will be considered in accordance with Sections 163A, 163B and 223 of the *Local Government Act 1989*.

LEGISLATIVE REQUIREMENTS

Clause (2) of Section 163 of the *Local Government Act 1989* requires Council to determine:

- (a) The total amount of the special charge to be levied; and
- (b) The criteria to be used as the basis for declaring the special charge.

Clause (2A) of Section 163 of the *Local Government Act 1989* provides that for the purpose of Section (2) (a) the total amount of the special charge to be levied must not exceed the amount "S" where $S = R \times C$ and;

S = is the maximum total amount that may be levied from all the persons who are liable to pay the special rates or special charges.

R = is the benefit ratio determined by the Council in accordance with sub-section (2B).

C = is the total cost of the performance of the function or the exercise of the power under sub-section (1).

The Benefit Ratio "R" is calculated by:

$$\frac{TSB(in)}{TSB(in) + TSB(out) + TCB} = R$$

- **TSB(in)** is the estimated total special benefit of those properties that the council has decided to include in the scheme.
- **TSB(out)** is the estimated total special benefit of those properties with an identified special benefit that the Council does not propose to include in the scheme.

- **TCB** is the estimated total community benefit.
- **R** is the benefit ratio.

For the purposes of this scheme:

$$\text{TSB(in)} = 51 \text{ (no. of properties in scheme)}$$

$$\text{TSB(out)} = 0$$

$$\text{TCB} = 119$$

$$\text{Therefore:- } R = \frac{51}{51+0+119} = 0.30$$

and

$$S = R \times C$$

$$S = 0.30 \times \$1,100,000$$

$$\text{Therefore:- } S = \$330,000$$

COUNCIL POLICY IMPACT

The scheme has been prepared in accordance with Council's Special Charge Schemes – Roads, Street & Drainage Development Policy 4.2.4 and 2014 Residential Road and Street Construction Plan.

RESOURCES AND STAFF IMPACT

Implementation of the scheme can be undertaken within the resources of the Assets & Projects unit with the assistance of external contract engineering support for the survey and design of the scheme. In the event the scheme is adopted by Council, construction will be carried out by an approved contractor via a tender process.

COMMUNITY IMPACT

Implementation of this scheme will have a significant community impact as it will realise a fully constructed road for a local access A road. Direct benefits will include the elimination of vehicle generated dust, improved through traffic conditions and road safety arising from the defined road location, associated signage and pavement markings and improved drainage.

ENVIRONMENTAL IMPACT

Implementation of this scheme will have a positive environmental impact arising from the reduction of dust generated by vehicles as well as improved quality of stormwater runoff.

CONSULTATION IMPACT

A comprehensive public consultation process has been entered into with affected property owners including:

- Numerous discussions between property owners and Council staff during 2015
- Information letter advising property owners of street works proposal 23 June 2015
- Public meeting held at Sale, 15 October 2015
- Mail out survey of all property owners, 28 October 2015
- Follow up mail out 10 November 2015 requesting replies to the survey.

Further consultation will be through recommendations 3 and 4 of this report. The recommendation is for the notification by public notice of the opportunity to lodge submissions/objections to the proposed special charge street construction scheme.

The creation of a Council Committee made up of three Councillors and an alternative representative, will consider submissions/objections to the scheme and to hear any submitters/objectors who request to be heard in support of their submissions/objections.

RISK MANAGEMENT IMPACT

Implementation of the scheme will produce a substantial reduction in risk to motorists, cyclists and other road users through improved visibility (reduction of dust), properly identified through lanes and new signage and markings.

**PEARSON AND SIMPSON STREETS SPECIAL CHARGE STREET CONSTRUCTION SCHEME
No 1502**

PLAN OF SPECIAL CHARGE SCHEME AREA.

————— Scheme Boundary



ITEM C4.4**ROAD CONSTRUCTION PROJECTS – DELEGATED AUTHORITY**

DIVISION: BUILT AND NATURAL ENVIRONMENT

ACTION OFFICER: MANAGER ASSETS AND PROJECTS

DATE: 15 DECEMBER 2015

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

OBJECTIVE

The purpose of this report is for Council to delegate authority to the Chief Executive Officer to enter into contracts within budget for the reconstruction of Hearthall Road, The Heart and Toongabbie – Cowwarr Road, Cowwarr and Valencia Creek – Briagolong Road widening and Victoria Street widening, Briagolong and the Unsealed Road Reconstruction Southern Area.

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

- 1. Council authorise the Chief Executive Officer to enter into contracts within budget for the reconstruction of Hearthall Road, The Heart and Toongabbie – Cowwarr Road, Cowwarr and Valencia Creek – Briagolong Road widening and Victoria Street widening, Briagolong and the Unsealed Road Reconstruction Southern Area.***
- 2. The Chief Executive Officer provide Council with further details when the reconstruction of Hearthall Road, The Heart and Toongabbie – Cowwarr Road, Cowwarr and Valencia Creek – Briagolong Road widening and Victoria Street widening, Briagolong and the Unsealed Road Reconstruction Southern Area contracts have been awarded.***

BACKGROUND

Wellington Shire Council has been allocated additional funds this financial year from the Federal Government's Roads to Recovery Program.

Tenders have been advertised for additional projects that can now be completed due to these additional funds that were not in the original 2015-2016 Capital Works Program. The closing date for these tenders is 16 December 2015.

In order to deliver these projects this financial year it is preferable to award the projects prior to the end of the calendar year to allow the successful contractor sufficient time to plan works and works commence onsite early in the new calendar year.

OPTIONS

Council have the following options available:

- Delegate authority to the Chief Executive Officer to enter into contracts for these projects; or
- Wait until each project tender evaluation is finalised and then present to Council a report detailing recommendations for awarding these contracts in February 2016.

PROPOSAL

That:

1. Council authorise the Chief Executive Officer to enter into contracts within budget for the reconstruction of Hearshall Road, The Heart; Toongabbie – Cowwarr Road; Cowwarr; Valencia Creek – Briagolong Road widening and Victoria Street widening, Briagolong and for the Unsealed Road Reconstruction Southern Area.
2. That the Chief Executive Officer provide Council with further details when the reconstruction of Hearshall Road, The Heart; Toongabbie – Cowwarr Road, Cowwarr; Valencia Creek – Briagolong Road widening; Victoria Street widening, Briagolong and for the Unsealed Road Reconstruction Southern Area when the contracts have been 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 projects are budgeted for in the adjusted 2015/2016 Capital Works Program as follows:

- Hearshall Road, The Heart	\$550,000.00
- Toongabbie – Cowwarr Road, Cowwarr	\$350,000.00
- Valencia Creek – Briagolong Road, Briagolong	\$400,000.00
- Victoria Street, Briagolong	\$350,000.00
- Unsealed Road Reconstruction Southern Area (this is one of four contracts for this budget amount)	\$1,350,000.00

LEGISLATIVE IMPACT

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

COUNCIL PLAN IMPACT

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

Strategic Objective

“Assets and infrastructure that meet current and future community needs”

Strategy 4.2

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

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

RESOURCES AND STAFF IMPACT

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

COMMUNITY IMPACT

There will be short term interruptions to local residents and road users during these construction works, however with improved road safety and conditions on completion of the works, there will be a positive long term impact for road users.

ENVIRONMENTAL IMPACT

The proposed construction works will have minimal environmental impact, with the contractors complying with Council's Guidelines on Environmental Management for Roadwork Projects.

RISK MANAGEMENT IMPACT

It is considered that the proposed contract works will not expose Council to any significant risks. All OH&S risks will be discussed with the contractor and allocated to the party in the best position to manage each risk.

ITEM C4.5**ILM - MYRTLEBANK FULHAM ROAD**

DIVISION: BUILT AND NATURAL ENVIRONMENT
ACTION OFFICER: MANAGER BUILT ENVIRONMENT
DATE: 15 DECEMBER 2015

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

OBJECTIVE

For Council to support Myrtlebank Fulham Road as a key alternate transport route and seek Federal and State Government support to assist in attaining funding for the improvements identified through the Investment Logic Mapping process.

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

That the Chief Executive Officer write to VicRoads, outlining Council's support for Myrtlebank Fulham Road as a key alternate transport route and seek Federal and State Government support to assist in attaining funding for the improvements identified through the Investment Logic Mapping process.

BACKGROUND

Investment Logic Mapping (ILM) workshops between VicRoads, Wellington Shire Council and the Department of Economic Development, Jobs, Transport and Resources were held for the Sale Alternative Route proposal in the first half of this year.

Investment logic mapping is a methodology for visualising on one page, an investment story in enough detail to enable a layperson to understand complex and or significant investment opportunities. The 'story' is an important aspect of an investment opportunity because it helps the relevant stakeholders understand the logic and value of a proposed investment.

The ILM workshops provided an opportunity to identify the key problems that the investment will be required to address, the strategic interventions and solutions that will best respond to the problems identified and the benefits that investment will deliver.

The current alternative route utilised by the motorists comprises of Sale - Heyfield Road, Myrtlebank - Fulham Road, Maffra - Sale Road and Myrtlebank Road. Based on ten years of historic traffic data, the traffic growth along this route has averaged at 6% per annum while the highway increases by around 2% per annum. It is anticipated that this traffic growth rate will continue into the future.

The ILM has identified a number of limitations with the existing alternative route. Solutions to resolve these limitations include:-

- upgrading signage;
- intersection improvements;
- road cross section upgrades; and
- bridge strengthening.

The alternative route is supported as one of the key actions of the Gippsland Freight Strategy (2013) where the strategy states 'identify preferred alignments for Sale and Bairnsdale Truck Alternate Routes'. The Gippsland Freight Strategy also states that in the short term providing the alternative heavy vehicle routes may be appropriate to deal with capacity, safety and amenity concerns in the key centres of Sale and Bairnsdale'.

In summary the ILM process supports an alternative route around Sale to address increasing freight costs, improve road safety and improve town amenity in the Sale city centre.

OPTIONS

1. That The Chief Executive Officer write to VicRoads, outlining Council's support for Myrtlebank Fulham Road as a key alternate transport route and seek Federal and State Government support to assist in attaining funding for the improvements identified through the Investment Logic Mapping procedure; or
2. That Council choose to not take any action to progress works identified through the Investment Logic Mapping process.

PROPOSAL

The Chief Executive Officer write to VicRoads, outlining Council's support for Myrtlebank Fulham Road as a key alternate transport route and seek Federal and State Government support to assist in attaining funding for the improvements identified through the Investment Logic Mapping process.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

The ILM process identified approximately \$50M worth of works over the assessed route. A key outcome of endorsing the ILM is to partner with State Government to seek State and Federal funding opportunities for prioritised upgrade works which are supplementary to Council's regular grants and revenue.

LEGISLATIVE IMPACT

Wellington Shire Council is the coordinating and responsible road authority for Myrtlebank Road and Myrtlebank Fulham Road pursuant to the *Road Management Act 2004*.

COUNCIL PLAN IMPACT

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

Strategic Objective

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

Strategy 4.1

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

Strategy 4.2

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

RESOURCES AND STAFF IMPACT

The proposal can be undertaken within existing allocated resources.



Eastern Region
120 Kay Street
Traralgon Victoria 3844
PO Box 158 Traralgon Victoria 3844
vicroads@vic.gov.au

David Morcom
Chief Executive Officer
Wellington Shire Council
70 Foster Street
Sale VIC 3850

Our Ref: 2946940

15 May 2015

Dear Mr Morcom

SALE ALTERNATIVE ROUTE - INVESTMENT LOGIC PLANNING

I refer to the two Investment Logic Mapping (ILM) workshops between VicRoads, Wellington Shire Council and the Department of Economic Development, Jobs, Transport and Resources held on 4 and 18 March 2015 for the Sale Alternative Route proposal.

The ILM workshops provided an opportunity to identify the key problems that the investment will be required to address, the strategic interventions and solutions that will best respond to the problems identified and the benefits that the investment will be required to deliver. A copy of the ILM and summary outcomes is attached in Appendix A and B respectively.

In summary the ILM supports an alternative route around Sale to address increasing freight costs, improve road safety and town amenity in the Sale city centre.

The alternative route is also supported by one of the key actions of the Gippsland Freight Strategy (2013) where the strategy states '*identify preferred alignments for Sale and Bairnsdale Truck Alternate Routes*'. It also states '*In the short term providing the alternative heavy vehicle routes may be appropriate to deal with capacity, safety and amenity concerns in the key centres of Sale and Bairnsdale*'.

The ILM identifies that the removal of the through heavy vehicle traffic from the Sale CBD will create a more vibrant, prosperous city centre. The ILM identifies an opportunity to 1) improve the development and amenity of York Street and 2) support Councils aim to increase walking and cycling within the city centre as outlined in the Wellington Shire Councils Walking and Cycling Strategic Plan (2012 to 2016).

The current alternative route utilised by the motorists comprises of Sale – Heyfield Road, Myrtlebank – Fulham Road, Maffra – Sale Road and Myrtlebank Road. Based on ten years of historic traffic data, the traffic growth along this route has averaged at 6% per annum. It is anticipated that this traffic growth rate will continue into the future.



VicRoads ABN 61 760 969 480
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- 2 -

The ILM has identified a number of limitations with the existing alternative route. Solutions to resolve these limitations have been workshopped and include, upgrading signage and intersection improvements, road cross section upgrades and bridge strengthening.

It would be appreciated if Council can consider the outcomes of the ILM and provide its position (in writing) to VicRoads. The outcomes and recommendations of the ILM will play a part in supporting any future funding applications by VicRoads or Council for road safety and improvement projects along the Sale alternative route and amenity works within the Sale CBD.

VicRoads would like to thank Council for its participation and contribution in the Investment Logic Mapping workshops.

Should you require any further information please contact Chris Padovan on telephone 5172 2627, who would be pleased to assist.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Scott Lawrence', with a long horizontal flourish extending to the right.

**SCOTT LAWRENCE
REGIONAL DIRECTOR
VICROADS EASTERN VICTORIA**

ATTACHMENT 1)

SUMMARY OF INVESTMENT LOGIC MAP SALE ALTERNATIVE TRUCK ROUTE

The Problem

The ILM process identified the following problems with the current alignment through Sale:

- Increased delays to local traffic and freight industry due to slow moving large heavy vehicles, lower speed limits and traffic signal controlled intersections and pedestrian crossings
- The increased truck volumes in town further increases risk to pedestrian, school and cycling community
- The presences of increased and constant truck movement through the CBD discourage future commercial and residential investment.

The Solution

In order to address the problems identified, members of the ILM concluded that an alternative route bypassing Sale would provide a direct benefit for the CBD of Sale. The alternative route provided an uninterrupted path for heavy vehicles travelling through Sale, improving through freight travel times and reliability resulting in time and cost savings to the transport industry while providing a vibrant attractive town centre with improved road safety.

Infrastructure Upgrade and associated Risks

Number of infrastructure upgrades was highlighted along the existing alternative route to provide safe and appropriate road network for the associated bypassing traffic. The cost associated with these upgrades was estimated to be in between \$38 million to \$50 million. The potential upgrades were identified as:

- Various road and intersection upgrades
- Replacement and strengthening of existing bridges
- Potential installation of traffic lights
- Local amenity works
- Marketing and promotional works.

The three primary risks to the success of this investment delivering the benefits were highlighted as:

- Freight vehicles fail to take up the recommended route in significant numbers
- CBD of Sale failing to attract investment from new and existing businesses
- Tourists utilising the bypass route as a preferred route and bypassing Sale.

Strategic Options

The ILM proposed three strategic options to deliver the benefits discussed previously, they are as follows:

- Option 1- Intersection treatments and isolated improvements along the proposed and existing routes, at estimated cost of \$10-\$12m
- Option 2 – Formalising of alternative route with signage and upgraded cross section and bridge structures to accommodate increased heavy vehicle traffic, at estimated cost of \$35-45m
- Option 3 – Formalising of alternative route with signage and upgrade cross section, bridge structures and town centre, at estimated cost of \$40-50m.

Option 1 being the cheapest and offering the least amount of upgrade works provided for the least amount of benefit with highest risk and consequence. Option 1 consisted of minor remote upgrades of intersections or aspects of the road network which did not provide for a signed and approved alternative route. The options which address the

problem statements were option 2 and 3. Option 3 addressed the commercial efficiency and amenity upgrade problem far better than option two with minimal cost difference, predominately due to the town centre and streetscape upgrade component. However even with the proposed alternative heavy vehicle bypass route it is not guaranteed that the town centre will prosper as predicted. It is understood that the alternate route will provide for a more efficient and direct travel around Sale, addressing amenity safety and conflict concerns with vulnerable road users.

Recommendation

The ILM process recommended that option 3 be selected to develop further as it addresses fully the three problem statements and provides for similar cost outlay compared to option 2 which does not address the upgrade of town centre.

Vicroads looks forward to working with Council to progress and develop practical solutions to address the outcomes of the ILM.

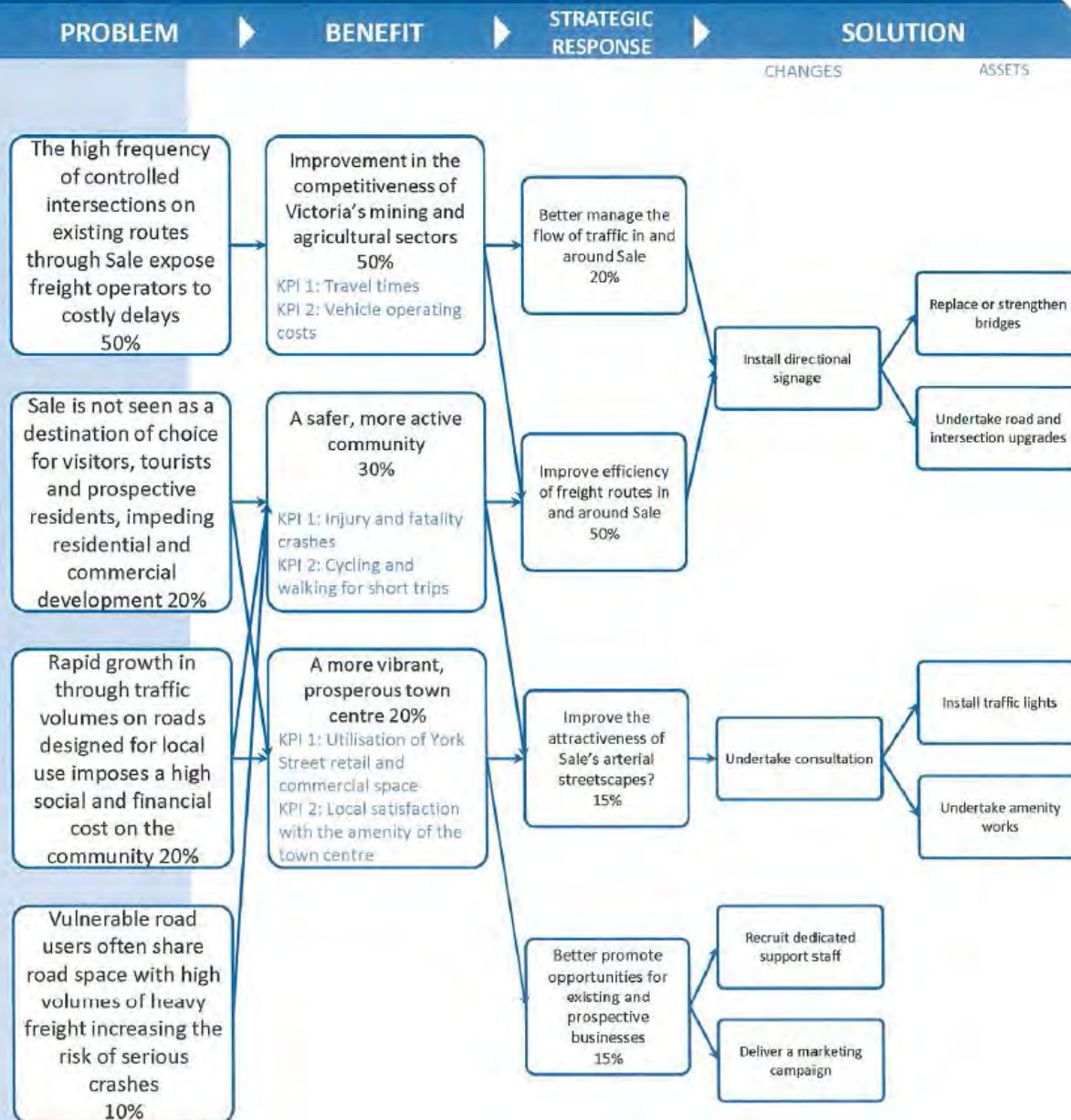
ATTACHMENT 2)

**SALE ALTERNATIVE TRUCK ROUTE
INVESTMENT LOGIC MAP WORKSHOP DOCUMENTATION**

Sale Alternative Route

INVESTMENT LOGIC MAP

Initiative



Investor: VicRoads
Facilitator: Jeremy Smart
Accredited Facilitator: Yes

Version no: 0.2
Initial Workshop: 04/03/2015
Last modified by: Jeremy Smart 18/03/2015
Template version: 5.0

Sale Alternative Route

Investor: **NickRoads**
 Facilitator: **Jeremy Smart**
 Initial Workshop: **18/08/2015**
 Version No.: **6.1**
 Last Modified by: **Jeremy Smart**
19/03/2015

Strategic Interventions	Strategic options		
	Option 1 "Light Traditional" Approach (Intersection treatments and isolated improvements along the proposed and existing routes)	Option 2 "Heavy Traditional" Approach (Formalising of alternative route with signage and upgrade cross section and bridge structures to accommodate increased heavy vehicle traffic)	Option 3 "Transformative" Approach (Formalising of alternative route with signage and upgrade cross section, bridge structures and town centre)
Improve the efficiency of freight routes in and around Sale		70%	50%
Better manage the flow of traffic in and around Sale	100%	30%	20%
Improve the attractiveness of Sale's arterial streetscapes			15%
Better promotion of opportunities for existing and prospective businesses			15%
Total	100%	100%	100%

Benefits Percentage of full benefit to be delivered			Strategic options		
			Option 1 "Light Traditional" Approach	Option 2 "Heavy Traditional" Approach	Option 3 "Transformative" Approach
Benefit 1	Improvement in the competitiveness of Victoria's mining and agricultural sectors	50%	2	4	4
Benefit 2	A safer, more active community	30%	1	3	5
Benefit 3	A more vibrant, prosperous town centre	20%	1	3	5

Cost

Investment cost (Range)	\$10-12m	\$35-45m	\$40-50m
Operational costs if significant (Range)	Included	Included	Included

Time

(Range)	2-5 yrs	2-10 yrs	2-10 yrs
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Risks (Likelihood/Consequence)

Freight vehicles fail to take-up the recommended route in significant numbers	Likelihood MEDIUM/Consequence HIGH	Likelihood LOW/Consequence HIGH	Likelihood LOW/Consequence HIGH
Sale fails to attract investment from new and existing businesses	Likelihood HIGH/Consequence HIGH	Likelihood MEDIUM/Consequence MEDIUM	Likelihood MEDIUM/Consequence MEDIUM

Dis-benefits (Likelihood/Consequence)

Tourists prefer to use routes that bypass Sale	Likelihood MEDIUM/Consequence MEDIUM	Likelihood MEDIUM/Consequence MEDIUM	Likelihood MEDIUM/Consequence MEDIUM
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Ranking

1-3	3	2	1
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Overall Assessment:

Option 1 being the cheapest and offering the least amount of upgrade works provides for the least amount of benefit with highest risk and consequence. Option 1 consists of minor remote upgrades of intersections or aspects of the road network which does not provide for an signed and approved alternative route. The options which address the problem statements are option 2 and 3. Option 3 addresses the commercial efficiency and amenity upgrade problem far better than option two with minimal cost difference, predominately due to the town centre and streetscape upgrade component. However even with the proposed alternative heavy vehicle bypass route, it is not guaranteed that the town centre will prosper as predicted. It is understood that the alternate route will provide for a more efficient and direct travel around Sale, addressing amenity safety and conflict concerns with vulnerable road users.

Recommendation:

It is recommended that option 3 be selected to develop further as it addresses fully the three problem statements and provides for similar cost outlay compared to option 2 which does not address the upgrade of town centre.

Notes:

- Benefits - rank (0=None, 1=Low, 5=High).
- KPI - rank (0=None, 1=Low, 5=High).
- Dis-benefits - Negative impacts that are likely to occur as a direct consequence of implementing this option.
- Risk - the most significant things that might result in the failure of this option to deliver the expected benefits.
- Timeframe - From funding date to delivery of benefits.
- Cost - range of total estimated expenditure (TEI). It should be sufficiently reliable to provide an order of magnitude of the option.
- Cost (Operational) - Impacts of operational cost should be identified (if significant) as these may substantially differ between options.
- Ranking - Considering all factors, which options are the preferred response to the problem.
- Overall Assessment - why was the preferred option chosen? Any other assessment observations?
- Recommendation - How should this investment proceed...or not?

Instructions for using with the IMS SOA word template

- Select copy all white cells.
- Select and delete table in the word document.
- Paste the cells from the excel file into the word doc.

Sale Alternative Route

INVESTMENT CONCEPT BRIEF

Context	What is the compelling reason this investment should be considered further? This proposal aims to improve the flow of traffic within and around Sale and provide for a safer and more attractive local community. Currently, some freight and other through traffic use a series of local roads (alternative route) to navigate a path around Sale. This places stress on local roads that were not intended for this level and scale of traffic. Some of the heavier vehicles do not have this option due to the state of the bridges along the alternative route and are required to continue along the M1 through Sale, increasing the travel times and heighten the risk of crashes. This has safety implications for the vulnerable road users due to the proximity of the shopping precinct and school. The presence of large vehicles in town also hampers the efforts to revitalise and recast Sale as a tourist destination.		
Cost	What are the likely costs of this investment? Road and intersection upgrades Replacement or strengthening of bridges Traffic lights Amenity works Marketing and promotion Investment Total Operational costs if significant	Cost (range) \$30m-35m \$5m-10m \$0.2m-0.3m \$2m-4m \$0.3m-0.2m \$38-50m \$m-m	
Time	What are the expected timeframes for the key deliverables? Replacement or strengthening of bridges Road and intersection upgrades Streetscaping	Time from funding 3-5 yrs 3-6 yrs 6-7 yrs	
Risks H: High M: Medium L: Low	What are the primary risks to the success of this investment delivering the benefits? Freight vehicles fail to take-up the recommended route in significant numbers Sale fails to attract investment from new and existing businesses	Likelihood LOW MEDIUM	Criticality HIGH MEDIUM
Dis-benefits H: High M: Medium L: Low	What negative impacts are likely to occur by successfully implementing this solution? Tourists prefer to use routes that bypass Sale	Likelihood MEDIUM	Impact HIGH
Critical Dependencies	What external conditions are critical to the success of this investment? The roundabout upgrade at Princes Highway / Sale-Hayfield Road is funded as part of the Traralgon-Sale duplication project		
Policy Alignment	What is the primary policy to which this investment will contribute? The Gippsland Freight Strategy		
Investor	Who is the senior person who will ultimately be responsible for delivering the identified benefits? VicRoads: Chris Padovan Position: T/L Integrated Transport & Land Use Signature dd/mm/yyyy		

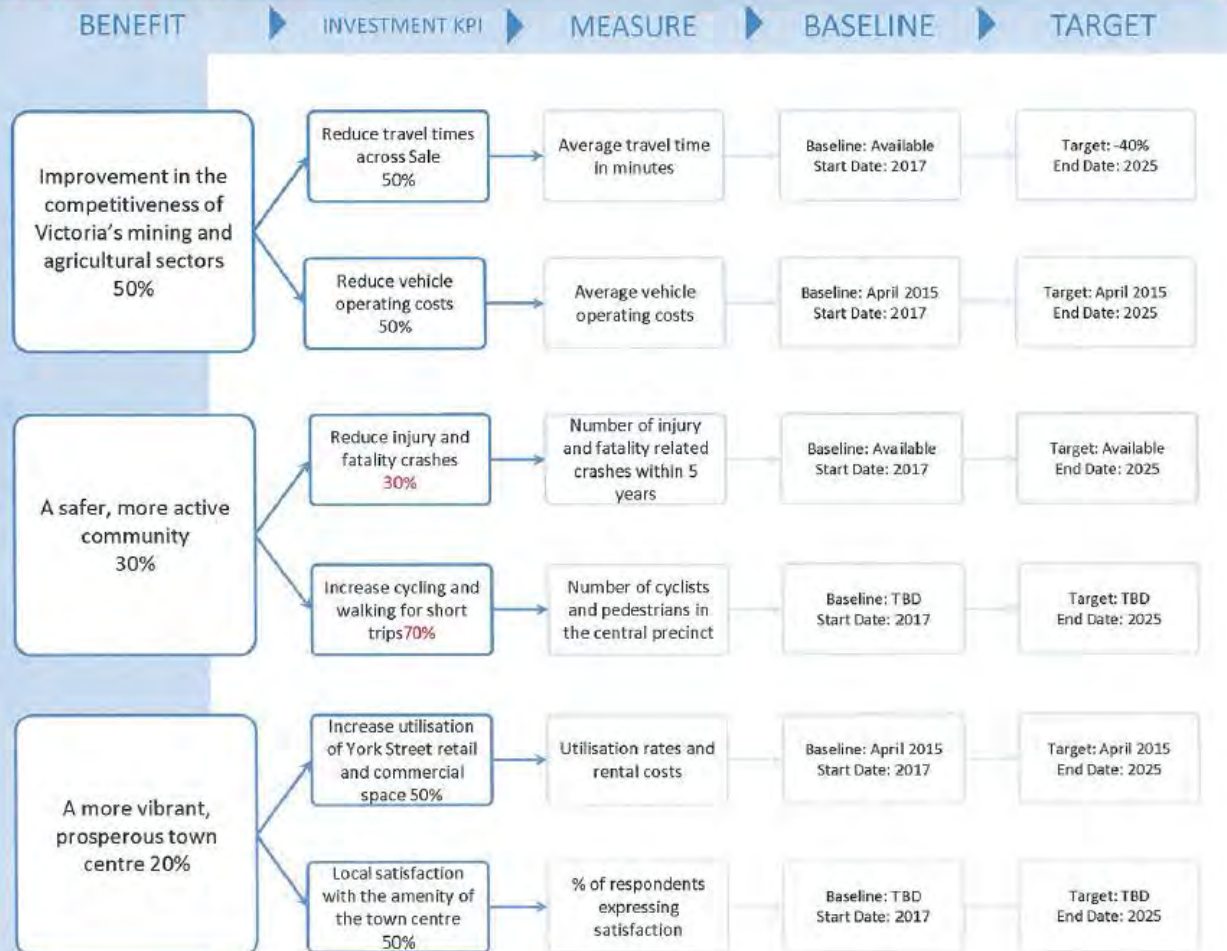
Investor: VicRoads
Facilitator: Jeremy Smart
Accredited Facilitator: Yes

Version no: 0.1
Initial Workshop: 18/03/2015
Last modified by: Jeremy Smart 18/03/2015
Template version: 5.0

Sale Alternative Route

BENEFIT MANAGEMENT PLAN

Part 1: Benefit Map



Investor: VicRoads
Facilitator: Jeremy Smart
Accredited Facilitator: Yes

Version no: 0.1
Initial Workshop: 18/03/2015
Last modified by: Jeremy Smart 18/03/2015
Template version: 5.0



C5 - REPORT

GENERAL MANAGER COMMUNITY AND CULTURE

ITEM C5.1**GIPPSLAND ART GALLERY ADVISORY GROUP MINUTES**

DIVISION: COMMUNITY AND CULTURE
ACTION OFFICER: MANAGER ARTS AND CULTURE
DATE: 15 DECEMBER 2015

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

OBJECTIVE

To receive the minutes from the Gippsland Art Gallery Advisory Group meeting held on 2 November 2015.

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

That Council receive the minutes of the Gippsland Art Gallery Advisory Group meeting held on 2 November 2015.

BACKGROUND

The Gippsland Art Gallery Advisory Group is a Committee of Council that meets every two months. The membership of the Advisory Group includes representation for professional artists, art educators, community members, Gallery Society members and a Councillor.

As provided under the Committee's Instrument of Delegation, the objectives of the Committee include providing advice to the Gippsland Art Gallery Director of the views, requirements and aspirations of the community in relation to visual arts. This includes: cultural and artistic matters relating to the Gippsland Art Gallery; proposed acquisitions to the Gippsland Art Gallery permanent collection; development of policies for the management and promotion of the Gippsland Art Gallery; and promotion of community interest in the Gippsland Art Gallery.

The committee's Instrument of Delegation reflects the desire to seek community input, advice and feedback on the operations of the Gippsland Art Gallery and to present this information to Council.

It is to be noted that these minutes have yet to be formally ratified by a future Advisory Group meeting and are provided as current information for the Council.

OPTIONS

Council has the following options:

1. Receive the minutes from the Gippsland Art Gallery Advisory Group meeting held on 2 November 2015; or
2. Request additional information and receive the minutes from the Gippsland Art Gallery Advisory Group meeting held on 2 November 2015 at a future meeting.

PROPOSAL

To receive the minutes from the Gippsland Art Gallery Advisory Group meeting held on 2 November 2015.

CONFLICT OF INTEREST

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

COUNCIL POLICY IMPACT

This report is in accordance with Council Policy 5.3.2 which establishes a framework for the guidance of Council in relation to the roles and responsibilities of Committees.

COUNCIL PLAN IMPACT

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

Strategic Objectives

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

Strategy 4.3

"Manage Council community facilities planning to ensure that outputs are based on identified community needs."

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

**GIPPSLAND ART GALLERY
ADVISORY GROUP MEETING
GALLERY LIBRARY
*Monday 2 November
6.00pm, Art Gallery Library***

MINUTES

Opening of meeting, welcome of visitors and attendance

Present:

Claire Marston (Chair), Clive Murray-White, Robbie Aitken, Rob Ziffer, Bianca Taylor, Brian Cantwell, Cr Emilie Davine, Brian Castles

In attendance:

Anton Vardy, Simon Gregg, Sarah Atkinson (Minute Secretary).

Apologies: No apologies

Absent: No absentees

Assembly of Councillors and Staff Conflict and Staff of Interest Declaration:

Completed by Anton Vardy

Minutes of the previous meeting Monday 7 September

Moved: Clive Murray-White **Seconded:** Bianca Taylor

Business Arising

The Director had nothing to report on the Port of Sale development project as the final designs are yet to be confirmed.

The Curator is chairing a committee group who are planning a series of launch events. The window for the opening dates is still very broad.

Exhibitions are scheduled through to January 2018. The curator outlined that future exhibitions will be more expansive, thematic and fewer allowing for more depth of programing and research.

Reports

Director's Report

Accessioning of works of art to the Gippsland Art Gallery Collection.

Works moved for approval were:

Martin King

Dawn Survey – Indigo, 2015

Relief etching. Winner of the \$5,000 Gippsland Print Award.

Rew Hanks

A Touch of Home, 2015

Linocut on paper. \$2,000

Heather Shimmen

Falconer, 2013

Linocut and ink on paper. \$1,500

Lesley Duxbury

Where Night Meets Day

Inkjet print & screenprint, 2015. \$950

These works were all purchased through funds raised from entry fees from the Gippsland Art Award.

The following work was purchased through the Gippsland Art Gallery Society for the Gallery collection.

FRAZER, David

The Deal, 2015

Linocut on paper. \$2,400

Purchased with assistance of the Gippsland Art Gallery Society Inc.

The following two works were accepted as donations from the Gippsland Print Award.

BROWN, Andrew

Fictions #1

Intaglio etching, 2013

BROWN, Andrew

Fictions #2

Intaglio etching, 2013

The above acquisitions were moved by Brian Castles and seconded by Rob Ziffer.

The Director outlined the UNESCO conventions on the collection of art work which was highlighted in the aftermath of the National Gallery of Australia's purchase of questionable antiquities.

The Advisory Group discussed the potential bequest of artworks and objects to be made by John Leslie OBE within his will. The Group agreed upon a selection works, to be itemised in a list and presented to John Leslie and acted upon, in due course, by his executors.

Gallery Society Report

Louise Hulls has been voted as the President of the Gallery Society for 2015 - 2016. A number of Society members attended the AGM where the Director gave a report on the development project.

Chair's Report

The Chair will be attending various talks in Melbourne over the coming weeks.

General Business

The Curator raised the conversation around the use of the name 'gallery' versus 'museum', for the purpose of public perception and as means to define our collection and purpose. After some discussion the complexity of the issue and number of stakeholders became apparent. For the time being, in preparation for the re-opening the name Gippsland Art Gallery will remain.

Next Meeting

Monday 1 February 2016

Meeting Closed: 7.30pm

ITEM C5.2**BRIAGOLONG RECREATION RESERVE SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP**

DIVISION: COMMUNITY AND CULTURE
 ACTION OFFICER: MANAGER HEALTHY LIFESTYLES
 DATE: 15 DECEMBER 2015

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

OBJECTIVE

For Council to appoint members to the Briagolong Recreation Reserve Committee of Management for a three year period.

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

That:

- 1. The information contained in the confidential attachment Item F1.3 Briagolong Recreation Reserve Committee of Management Membership of 25 November 2015 of this Council meeting agenda and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the General Manager Community and Culture on 25 November 2015 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:
 (h) any other matter which the Council or special committee considers would prejudice the Council or any person;
 be designated confidential information under Section 77 Clause (2) (b) of the Local Government Act 1989.***
- 2. Council approve the appointment of the nominated members, as outlined in the attached confidential report to the Briagolong Recreation Reserve Special Committee of Council, pursuant to the provisions of Section 86 of the Local Government Act (1989).***

BACKGROUND

The Briagolong Recreation Reserve is a Special Committee of Council under Section 86 of the *Local Government Act 1989* and operates within the provisions of a Council approved Instrument of Delegation.

The objectives of the Special Committee are:

- To manage, operate and maintain the Briagolong Recreation Reserve for the community in an efficient, effective and practical manner.
- To undertake activities designed to protect, promote, utilise and develop the Briagolong Recreation Reserve for the use and enjoyment of the local community.

The Committee operates under a Terms of Reference which provides for the Council appointment of up to 12 members for a 3 year term as follows:

- One Councillor
- Two representatives from the Briagolong Junior Football Club
- Two representatives from the Briagolong Tennis Club
- Two representatives from the Boisdale-Briagolong Cricket Club
- Two representatives from the Briagolong & District Pony Club
- Four representatives from the community of Briagolong.

Current Committee membership expires on 18 December 2015. Invitations were sent out to all members to re-nominate for committee membership and advertisements placed in the Gippsland Times which has resulted in the receipt of four Club Representative nominations and nil Community Representative nominations.

OPTIONS

Council has the following options:

1. To appoint the nominated as detailed in the attached confidential report, to the Briagolong Recreation Reserve Committee of Management; or
2. Seek further information to be considered at a future Council meeting.

PROPOSAL

That Council approve the appointment of the nominated members, as detailed in the attached confidential report, to the Briagolong Recreation Reserve Committee of Management.

CONFLICT OF INTEREST

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

LEGISLATIVE IMPACT

This report is in accordance with Section 91(4) of the *Local Government Act 1989*.

COUNCIL POLICY IMPACT

This report is in accordance with Council Policy 5.3.2 which establishes a framework for the guidance of Council in relation to the roles and responsibilities of Committees.

COUNCIL PLAN IMPACT

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

Strategic Objectives

Asset and infrastructure that meet current and future community needs.

Strategy 4.2

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

ITEM C5.3**BUNDALAGUAH-MYRTLEBANK PUBLIC HALL PROGRESS REPORT**

DIVISION: COMMUNITY AND CULTURE
ACTION OFFICER: MANAGER HEALTHY LIFESTYLES
DATE: 15 DECEMBER 2015

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

OBJECTIVE

This report addresses the Bundalaguah-Myrtlebank Public Hall Committee of Management's (the Committee of Management) requirement under Council's Resolution of 16 July 2013 to provide a report to Council upon each anniversary of their agreement for the following three years.

The object of this report is for Council to receive the management and maintenance plan progress report, annual Chairman's report and financials as provided by the Committee of Management.

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

That Council receive the management and maintenance plan progress report, annual Chairman's report and financials as provided by the Bundalaguah-Myrtlebank Public Hall Committee of Management.

BACKGROUND

Council entered into an agreement dated 1 August 2013 with the Committee of Management which included specific requirements that needed to be met by the Committee of Management.

In accordance with the Council Resolution on 16 July 2013:

That Council officers provide Council with a report in twelve months that outlines the progress of the Bundalaguah-Myrtlebank Hall Committee Inc. compliance with all aspects of the Licence and Service Agreement.

A three year management and maintenance plan formed part of the agreement that outlined how the Committee of Management would fund Council's May 2013 Facility Fault Report. Of the 32 listed items due for completion by August 2015, 23 items have been completed and nine items are in the final stages of completion as part of a major upgrade project.

The Committee of Management sourced their own funding for the project through Regional Development Victoria. The total value of the upgrade is \$63,563 and includes contributions from the Committee of Management.

Once completed, this upgrade will result in the Committee of Management exceeding the maintenance requirements of Council. Details of the upgrade project are contained in the attached progress report as provided by the Committee of Management.

In addition to the maintenance plan, the Committee of Management is also required to meet the following compliance requirements:

Requirement	Compliant
The Committee must retain Incorporation status as per the <i>Associations Incorporation Reform Act 2012</i> .	Yes
Within one month of the Annual General Meeting, the Committee of Management must provide the Council with the following:	
• Copy of the minutes of the Annual General Meeting	Yes
• A report on the operations of the Committee for the previous 12 months.	Yes
• Annual financial statement for the previous 12 months prepared in accordance with the Associations Incorporation Reform Act 2012.	Yes
• Details of Office-Bearers for the ensuing year.	Yes
• Submit a schedule of user charges.	Yes

OPTIONS

Council has the following options:

1. Receive the management and maintenance plan progress report, annual Chairman's report and financials as provided by the Committee of Management; or
2. Seek further information for consideration at a future meeting.

PROPOSAL

That Council receives the report outlining the Committee of Management's compliance with its Licence and Service Agreement.

CONFLICT OF INTEREST

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

LEGISLATIVE IMPACT

This report is in accordance with Section 91(4) of the *Local Government Act 1989*.

COUNCIL POLICY IMPACT

This report is in accordance with Council Policy 5.3.2 which establishes a framework for the guidance of Council in relation to the roles and responsibilities of Committees.

COUNCIL PLAN IMPACT

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

Strategic Objectives

Asset and infrastructure that meet current and future community needs.

Strategy 4.2

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

CONSULTATION IMPACT

This report was written in consultation with the Committee of Management who provided a report on their Management and Maintenance Plan.

Annual Report for the Bundalaguah Myrtlebank Hall for financial year ending 30th June 2015.

The hall committee has had a very busy and productive year.

Our success can be attributed to one thing, people. As the Chairman of the committee I am very privileged to lead a dedicated group of volunteers who all chip in and do their bit. Congratulations and thank you to all of the committee members for your dedicated effort.

We have ticked off some very big mile stones during the year.

These include winning a grant from Regional Development Victoria for a major hall up-grade project. This project when completed will see the hall with a new roof, new kitchen and a new all access toilet. After winning this grant we have been able to leverage of it to get the hall restumped and a new water tank installed. The old water tank did not hold enough water to cater for all the needs of the hall and the stand it was on had a nasty lean on it. This was very dangerous with 9 tonnes of water in it. Our first grant instalment was paid to us on the 20th of May 2015. The first job we had to attend to was building up the track on the Southern side of the hall to stop flood water running under the hall. All the gravel and the equipment to do this was generously donated to the hall. Thank you to John Talbot "Talbots Gravel" for organising this for us.

The hall continues to receive a large amount of support from the community in the way of donations and in kind assistance. I would like to acknowledge the generous contribution from Mark Flynn of McLean Park Law firm in drawing up a very comprehensive hall hire agreement for us. This document is available on our web site for prospective hall customers to down load. Other donations have enabled a new lighting system for the stage to be installed and a new state of the art sound system is currently under construction.

Up-Grade Project and Working Bees.

We kicked off the projects in early December 2014. A new fence went up on the Northern Boundary of the property to fence off the Southern Rural Water Channel. That completed a safety issue for us. Thank you to Kane House, Fencing Contractor for erecting the fence.

On the 28th January work began on restumping the hall. This was the first job required for the up-grade project. There was no point in putting a new roof on to a hall that was not sitting on a secure and level foundation. We have not stopped since then. The committee members have been at the hall nearly every Sunday afternoon since the restumping was completed. Working Bees have attended to the following jobs. All new down pipes to take rain water to the new tank have been installed. New storm water pipes to take the over flow water away from the tank have been installed. New rabbit proof netting has been put around the bottom of the hall. We are working on replacing the Plinth boards on the bottom of the hall. The Live at the Bundy group has installed new lighting for the music events.

The huge thickets of woody weed Boxthorn has been removed and or sprayed. We have carried out further control of this weed with follow up spraying of seedlings that have come up. The yard has had a face lift and a row of Claret Ash trees have been planted down the middle of the yard. This has defined the car park which we have filled to capacity at several music gigs.

New Roof.

Thanks to Turnbull Plumbing for installing a new roof. This was on by the end of May. Straight after that we got stuck into getting all the down pipes and storm water pipes installed. A big thank you to Michael Canny for his assistance digging the trenches and Ray Pearce for lifting the new tank into place.

Honour Board

I would like to congratulate John Schroder for all his hard work researching army records to find the names and stories of people from our district who served during World War 1. We now have an Honour Board up in the hall so that we can remember the service and sacrifice of these people. The new Honour Board was unveiled on 17th July 2015. The unveiling ceremony was very well attended including our Federal Member the Hon Darren Chester who unveiled the board. Tim Bull MLA for Gippsland East and Councillor Darren McCubbin from the Wellington shire also attended.

There will soon be some framed photos up on the wall of some of the WW1 service men and their stories.

Information Technology

Three pieces of IT help support and market the hall and its events. The hall has a web site which you can find at. <http://bundyhall.org.au/> On this page you will find a calendar of events. You can download our Hall Hire agreement. There are photos of the works we have carried out and photos taken at a lot of the events that have been held.

Support the Bundalaguah-Myrtlebank Hall Face Book page is another great source of information about upcoming events and the works we have done at the hall.

<https://www.facebook.com/BundalaguahMyrtlebankHall> This page has 480 followers.

Then we have the Live at The Bundy Face Book Page.

<https://www.facebook.com/liveatthebundy/timeline>

I have copied this post from the Live at the Bundy page. I cannot say it any better. This sums it up very well.

We have had our 1,300th like to our page. Here is an insight to Live at The Bundy for our recent arrivals to our page.

We are a couple of guys who have the same vision.... Top shelf live music played in one of the best sounding country halls in Australia.! Live music is a risky business but we think it is a risk worth taking.

The Bundy Hall is the jewel in the crown for us, we could not do this anywhere else.

We have tremendous support from the Hall Committee, who are behind everything we (Live at the Bundy) do. Their help on the nights really does add a unique flavour.

We have assembled a great team of like minded people who help us put the nights together.

We will continue to improve the Live at The Bundy experience with further sound treatment in the pipeline as well as purchasing more suitable seating that will allow us to seat around 160 people for our more intimate gigs.

We have been supported by some of the very best musicians in the land. They truly love playing in the hall and continue to return.

The growing support of the music loving community of Gippsland and beyond has got us thinking we are on the right track.

We also believe in giving back to the community. With your support we have raised over \$12,000 from two major fundraising events.

The most important ingredient to what we are doing is YOU. Without your support Live at The Bundy does not exist.

Come and experience a Live at The Bundy Gig!

SEE YOU AT OUR NEXT GIG.

Events.

I have listed all the events that are on the Hall calendar for the last 12 months. It is an impressive list. It covers a large range of activities. The hall is used every week. We have had some of the biggest names in Australian music play at our hall and there will be more to come. To quote some of the comments on the Face Book pages "The Bundy Hall Rocks."

CWA holds a weekly meeting every Wednesday.

12th July 2014 The Bundy Hop music by DJ Jack.

1st August Shaun Kirk, Live at the Bundy.

2nd August 2014 Chico Johnson Charity Gig.

24th August 2014 Sale College Band Soiree.

12 September 2014 Sale College Trivia Night.

13th September 2014 Bundy Hop music by DJ Jack.

11th October 2014 Chubby Rae & the Elevators Live at the Bundy.

16th September 2014 Children's Birthday.

18th October 2014 The Bundy Hop music by DJ Jack.

19th October 2014 Fund raiser for the Royal Children's Hospital

24th October 2014 Bundalaguah Primary School Trivia Night.

27th October 2014 "Shock Wave" Band Practice.

31st October Music Gig Fund Raiser for breast Cancer. Music by "Soultanas"

8th November 2014 Bundy Hop music by Lack Side Rockers.

9th November 2014 Children's Birthday party.

14th November 2014 Amber Laurance, Live at the Bundy.

16th November 2014 Children's Birthday Party.

20th November 2014 CWA Christmas Party.

22nd November 2014 "The Bundy Ball" Music by "The Rusty Rockers"

29th November 2014 Pre-Christmas Family night of Dance Music and Fun. Music by Roo Arcus.

6th December 2014 Walk to End Women's Cancer Music by 8 Ball Aitken.

10th December 2014. Low Carb food and health information night.

12th December 2014 Bundy Hop music by DJ Jack.

3rd January 2015 "Harry Hookey" Live at the Bundy.

28th January 2015. Started restumping the hall.

6th February 2015 "The Back Sliders" Live at the Bundy.

14th February 2015 The Bundy Hop music by DJ Jack.

15th to 20th February 2015. Recording event for band called "Cheetstreet."

21st February 2015 Private function.

21st March 2015 Bundy Hop music by DJ Jack.

23rd March 2015 Low Carb Presentation. Check this event.

28th March Chris Wilson & Fiona Boyes Music Gig

4th April 2015 Private Function.

11th April 2015 Bundy Hop music by DJ Jack.

18th April 2015 Progressive Dinner Hall Fund Raiser.

25th April 2015 Private Function.

2nd May 2015 Jeff Lang Live at the Bundy.

22nd May 2015. Angry Anderson and the James Southwell Band. Live at the Bundy.

5th June 2015 Fund Raiser Trivia night for Golden Beach Wild Life Haven.

20th June 2015 Joe Camelleri and the Black Sorrows. Live at the Bundy.

21st June 2015 Joe Camilleri and the black Sorrows. Encore Concert Live at the Bundy

So in summary we have had a very successful year. You can rest assured that we will achieve a great deal more in the coming 12 months. The music Gigs will keep coming, bigger and better. To use the quote again "The Bundy Hall Rocks." See you at the next Gig.

John Buxton

Chairman

Bundalaguah-Myrtlebank Hall committee Inc.

MAINTENANCE PLAN PROGRESS REPORT

Priority	Item	Complete Y/N	Status
2	Entry Foyer Exit Sign. ACTION: Install exit sign over exit door	Y	As at 18/11/2014 - Completed
2	Painted corrugated iron roof cladding has some corrosion. ACTION: Paint with Kill-rust to prevent further corrosion	Y	As at 18/11/2014 - Not achievable due to deteriorated condition of roofing material. Currently listed for replacement through RDV and committee funds. The facility fault report failed to recognize the real condition of the roof. <i>Update 24/11/2015 - The hall now has a new roof. This was installed in May 2015.</i>
3	Door Sills Timber door sills on external doors need repaint. ACTION: Paint	RDV	As at 18/11/2014 - Included in RDV Up Grade project. <i>Update 24/11/2015 – RDV Approved completion date 31/05/2016</i>
3	Timber Doors to main hall need repaint where repaired. ACTION: Paint	RDV	As at 18/11/2014 - Included in RDV Up Grade project. <i>Update 24/11/2015 – RDV Approved completion date 31/05/2016</i>
3	Toilet vent pipes missing caps. ACTION: Replace	Y	As at 18/11/2014 - To be completed in conjunction with plumbing works associated with roof replacement. <i>Update 24/11/2015 – Completed when new roof was installed.</i>
3	Main Hall glass louver window with a corner broken off leaving hole open to weather. ACTION: Replace	Y	As at 18/11/2014 - Completed
3	Some evidence of borers in Stage timber floor. ACTION: Sand and seal to preserve timber	Y	As at 18/11/2014 - Completed
3	Male Toilet Vinyl floor tiles cracked and worn. ACTION: Replace	RDV	As at 18/11/2014 - To be completed during addition of all access toilet and general toilet upgrade. <i>Update 24/11/2015 – RDV Approved completion date 31/05/2016</i>
3	Male Toilet pan rubber perished. ACTION: Replace	Y	As at 18/11/2014 - Completed
3	Female Toilet Vinyl floor tiles cracked and worn. ACTION: Replace	RDV	As at 18/11/2014 - To be completed during addition of all access toilet and general toilet upgrade. <i>Update 24/11/2015 – RDV Approved completion date 31/05/2016</i>
3	Female Toilet pan rubbers perished. ACTION: Replace	Y	As at 18/11/2014 - Completed

3	Some external timber weatherboard cladding is rotting at joins. ACTION: Repair	RDV	As at 18/11/2014 - Listed for upgrade through RDV and committee funding. <i>Update 24/11/2015 – RDV Approved completion date 31/05/2016</i>
3	No pelmet over sliding door track in Supper Room. ACTION: Provide	Y	As at 18/11/2014 - Completed
3	Downpipe on front entry broken at bottom. ACTION: Repair Downpipes	Y	As at 18/11/2014 – Incomplete. <i>Update 24/11/2015 - All down pipes and storm water pipes have been renewed as part of the new roof project. A new rain water tank has been installed to replace the old one that was on a very dangerous stand. This now provides adequate water for the hall and removes the serious safety hazard that the old tank stand represented. All of this work is over and above what the Shire had listed in the facility fault report. The facility fault report initially had not recognised the safety hazard presented by the tank stand.</i>
3	Fibre weatherboard broken on SW corner of building. ACTION: Repair	Y	As at 18/11/2014 - Completed
	Kitchen Laminated bench top worn in places. ACTION: Replace	Y	As at 18/11/2014 – Entire kitchen is listed for upgrade through RDV and committee funding. <i>Update 24/11/2015 – Completed. The newly installed kitchen is over and above the requirements listed in the facility fault report.</i>
3	External timber weatherboards need repaint. ACTION: Paint	RDV	As at 18/11/2014 - Listed for upgrade through RDV and committee funding. <i>Update 24/11/2015 – RDV Approved completion date 31/05/2016</i>
3	Some timber Fascia/Barge and timber trim around building needs repaint. ACTION: Paint	RDV	As at 18/11/2014 - Listed for upgrade through RDV and committee funding. <i>Update 24/11/2015 – Replaced. Painting included in RDV Approved completion date 31/05/2016</i>
3	Timber fence along front of property needs repaint. ACTION: Paint	RDV	As at 18/11/2014 - Fence is not repairable. A full replacement is part of the RDV upgrade project. <i>Update 24/11/2015 – A decision has been made as to what type and style of fence will be erected and will be completed as part of the RDV upgrade 21/05/2016</i>
3	Female Toilet entry door will not stay closed. ACTION: Repair catch	Y	As at 18/11/2014 - Completed
4	Building does not have accessible toilet facilities or compliant access to building.	RDV	As at 18/11/2014 - Committee have had plans drafted and paid for. Quotations have been obtained and this item will be the major expense of the RDV upgrade, with funding from the committee contributed. <i>Update 24/11/2015 – Building permit submitted to Council. RDV Approved completion date 31/05/2016</i>

4	Fire blanket missing from Kitchen.	Y	As at 18/11/2014 - Completed
4	Fire Extinguisher missing from Kitchen.	Y	As at 18/11/2014 - Completed
4	Unfenced irrigation channel along property boundary is a potential safety issue.	Y	As at 18/11/2014 - The committee have negotiated a mutual position for the fence with Southern Rural Water. A contractor is engaged to install the fence and funding is included in our RDV application. <i>Update 24/11/2015 – Completed.</i>

ADDITIONAL COMPLIANCE REQUIREMENTS

	Performance measure	Complete Y/N	Status
	Develop a three year Management and Maintenance Plan	Y	As at 18/11/2014 – Completed
	The Committee must retain Incorporation status as per the Associations Incorporation Reform Act 2012.	Y	As at 18/11/2014 – Completed
	Provide Council with a copy of the minutes of the Annual General Meeting.	Y	As at 18/11/2014 – Completed
	Provide Council with a report on the operations of the Committee for the previous 12 months.	Y	As at 18/11/2014 – Completed
	Provide Council with an annual financial statement for the previous 12 months prepared in accordance with the Associations Incorporation Reform Act 2012.	Y	As at 18/11/2014 - Completed
	Provide Council with details of Office-Bearers for the ensuing year.	Y	As at 18/11/2014 - Completed
	Submit a schedule of user charges.		http://bundyhall.org.au/hall-hire/ Full fee to hire all the facilities day/night \$250.00 Low fee to hire for a small event day/night \$150.00 General community use for day or night \$50.00
	Provide Council with a copy of the Committee's Essential Services Register (as detailed in Clause 15 of agreement).		Council Officer sighted 11/11/2015

CASH FLOW

Bundalaguah Myrtlebank Hall Cash Flow Statement 1st July 2014 to 30th June 2015

Income	Total's	July	August	September	October	November	December	January	February	March	April	May	June
Hall Hire	\$ 2,100.00	\$ 50.00				\$ 100.00	\$ 150.00	\$ 50.00	\$ 1,000.00	\$ 250.00	\$ 250.00	\$ 250.00	
CWA	\$ -												
General	\$ -												
Music Events	\$ -												
Live at The Bundy	\$ 1,040.00				\$150.00	\$250.00		\$190.00	\$150.00		\$150.00		\$150.00
Fund Raising Kitchen	\$ 1,323.05	\$175.00							\$416.80		\$180.25	\$87.00	\$464.00
Hall Events	\$ 7,384.45			\$998.60	\$1,590.00	\$400.00	\$1,320.00	\$672.00			\$875.00	\$1,528.85	
Markets	\$ 151.50						\$151.50						
Donations	\$ 1,000.00							\$1,000.00					
Shire Operating Subsidy	\$ 1,060.00									\$1,060.00			
Grant RDV	\$ 18,800.00											\$18,800.00	
Grants	\$ 15,218.00						\$10,120.00			\$2,708.00		\$2,390.00	
Interest	\$ 159.22				\$0.48			\$0.53	\$23.23	\$33.62	\$29.59	\$30.17	\$41.60
Total	\$48,236.22	\$225.00	\$0.00	\$998.60	\$1,740.48	\$750.00	\$11,741.50	\$1,912.53	\$1,590.03	\$4,051.62	\$1,484.84	\$23,086.02	\$655.60
Expenditure													
Electricity	\$ 1,166.23	\$275.18				\$369.48		\$257.12			\$264.45		
Bank Charges	\$ 5.00		\$1.00		\$4.00								
CFA Inspections	\$ 41.80			\$41.80									
Fund Raising Costs	\$ 1,933.05	\$42.01	\$51.50	\$98.89	\$27.75				\$74.11		\$87.71	\$1,551.08	
Waste Disposal	\$ 198.00	\$66.00						\$44.00			\$44.00		\$44.00
Administration fees	\$ 89.77					\$89.77							
Compliance Fees	\$ 167.40			\$167.40									
Hall Consumables	\$ 505.23	\$97.54		\$72.22			\$129.26	\$206.21					
Hall Repairs	\$ 573.36								\$163.99		\$338.31		\$ 71.06
Hall Improvements	\$ 16,915.37		\$703.96	\$207.86	\$693.00	\$249.77	\$1,550.78			\$10,120.00	\$1,000.00	\$2,390.00	
RDV Up Grade.	\$ 16,377.36			\$1,463.00							\$634.80		\$ 14,279.56
Total	\$ 37,972.57	\$480.73	\$756.46	\$2,051.17	\$724.75	\$709.02	\$1,680.04	\$507.33	\$238.10	\$10,120.00	\$2,369.27	\$3,941.08	\$14,394.62
Difference		-\$255.73	-\$756.46	-\$1,052.57	\$1,015.73	\$40.98	\$10,061.46	\$1,405.20	\$1,351.93	-\$6,068.38	-\$884.43	\$19,144.94	-\$13,739.02
Running Balance		\$19,715.69	\$18,959.23	\$17,906.66	\$18,922.39	\$18,963.37	\$29,024.83	\$30,430.03	\$31,781.96	\$25,713.58	\$24,829.15	\$43,974.09	\$30,235.07
Balance 1st July 14	\$19,971.42												

BALANCE SHEET

	Assets	Liabilities
Cash at Bank	\$30,235.07	
Receivables	\$0.00	
Hall equipment (clearing sale value)	\$1,500.00	
Accounts Payable		
Members Equity		31735.07
	\$31,735.07	\$31,735.07

ITEM C5.4**GORDON STREET RECREATION RESERVE SECTION 86
COMMITTEE OF MANAGEMENT MEMBERSHIP**

DIVISION: COMMUNITY AND CULTURE
 ACTION OFFICER: MANAGER HEALTHY LIFESTYLES
 DATE: 15 DECEMBER 2015

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

OBJECTIVE

For Council to appoint members to the Gordon Street Recreation Reserve Committee of Management for a three year period.

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

That:

- 1. The information contained in the confidential attachment Item F1.4 Gordon Street Recreation Reserve Committee of Management Membership of 25 November 2015 of this Council meeting agenda and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the General Manager Community and Culture on 25 November 2015 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:
(h) any other matter which the Council or special committee considers would prejudice the Council or any person;
be designated confidential information under Section 77 Clause (2) (b) of the Local Government Act 1989.***
- 2. Council approve the appointment of the nominated members, as outlined in the attached confidential report to the Gordon Street Recreation Reserve Special Committee of Council, pursuant to the provisions of Section 86 of the Local Government Act (1989).***

BACKGROUND

The Gordon Street Recreation Reserve is a Special Committee of Council under Section 86 of the *Local Government Act 1989* and operates within the provisions of a Council approved Instrument of Delegation.

The objectives of the Special Committee are:

- To manage, operate and maintain the Gordon Street Recreation Reserve for the community in an efficient, effective and practical manner.
- To undertake activities designed to protect, promote, utilise and develop the Gordon Street Recreation Reserve for the use and enjoyment of the local community.

The Committee operates under a Terms of Reference which provides for the Council appointment of a minimum of five and a maximum of thirteen members for a 3 year term as follows:

- One Councillor
- One Representative from the Heyfield Cricket Club
- One Representative from the Heyfield Football Netball Club
- One Representative from the Heyfield Junior Football Club
- One Representative from the Heyfield Basketball Club
- One Representative from the Heyfield Vintage Machinery Group
- One Representative from the Heyfield Pigeon Club
- One Representative from the Heyfield Tennis Club
- One Representative from the Heyfield Traders & Tourism Association
- Four representative of the Community of Heyfield. Expressions of interest shall be sought embracing an agreed range of skills and experience appropriate to the functioning of a public recreation reserve.

Current Committee membership expires on 18 December 2015. Invitations were sent out to all members to re-nominate for committee membership and advertisements placed in the Gippsland Times which has resulted in the receipt of six Club Representative nominations and four Community Representative nominations.

OPTIONS

Council has the following options:

1. To appoint the nominated members as detailed in the attached confidential report, to the Gordon Street Recreation Reserve Committee of Management; or
2. Seek further information to be considered at a future Council meeting.

PROPOSAL

That Council approve the appointment of the nominated members, as detailed in the attached confidential report, to the Gordon Street Recreation Reserve Committee of Management.

CONFLICT OF INTEREST

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

LEGISLATIVE IMPACT

This report is in accordance with Section 91(4) of the *Local Government Act 1989*.

COUNCIL POLICY IMPACT

This report is in accordance with Council Policy 5.3.2 which establishes a framework for the guidance of Council in relation to the roles and responsibilities of Committees.

COUNCIL PLAN IMPACT

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

Strategic Objectives

Asset and infrastructure that meet current and future community needs.

Strategy 4.2

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

ITEM C5.5**NEWRY RECREATION RESERVE SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP**

DIVISION: COMMUNITY AND CULTURE
 ACTION OFFICER: MANAGER HEALTHY LIFESTYLES
 DATE: 15 DECEMBER 2015

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

OBJECTIVE

For Council to appoint members to the Newry Recreation Reserve Committee of Management for a three year period.

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

That:

- 1. The information contained in the confidential attachment Item F1.5 Newry Recreation Reserve Committee of Management Membership of 25 November 2015 of this Council meeting agenda and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the General Manager Community and Culture on 25 November 2015 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:
(h) any other matter which the Council or special committee considers would prejudice the Council or any person;
be designated confidential information under Section 77 Clause (2) (b) of the Local Government Act 1989.***
- 2. Council approve the appointment of the nominated members, as outlined in the attached confidential report to the Newry Recreation Reserve Special Committee of Council, pursuant to the provisions of Section 86 of the Local Government Act (1989).***

BACKGROUND

The Newry Recreation Reserve is a Special Committee of Council under Section 86 of the *Local Government Act 1989* and operates within the provisions of a Council approved Instrument of Delegation.

The objectives of the Special Committee are:

- To manage, operate and maintain the Newry Recreation Reserve for the community in an efficient, effective and practical manner.
- To undertake activities designed to protect, promote, utilise and develop the Newry Recreation Reserve for the use and enjoyment of the local community.

The Committee operates under a Terms of Reference which provides for the Council appointment of a minimum of five and a maximum of eight members for a 3 year term as follows:

- One Councillor
- One Representative from the Newry-Nambrok Junior Football Club
- One Representative from the Newry Golf Club
- One Representative from the Maffra-Sale Motorcycle Club
- Four Representatives of the community of Newry. Expressions of interest shall be sought embracing an agreed range of skills and experience appropriate to the functioning of a public recreation reserve

Current Committee membership expires on 18 December 2015. Invitations were sent out to all members to re-nominate for committee membership and advertisements placed in the Gippsland Times which has resulted in the receipt of one Club Representative nominations and three Community Representative nominations.

OPTIONS

Council has the following options:

1. To appoint the nominated members as detailed in the attached confidential report, to the Newry Recreation Reserve Committee of Management; or
2. Seek further information to be considered at a future Council meeting.

PROPOSAL

That Council approve the appointment of the nominated members, as detailed in the attached confidential report, to the Newry Recreation Reserve Committee of Management.

CONFLICT OF INTEREST

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

LEGISLATIVE IMPACT

This report is in accordance with Section 91(4) of the *Local Government Act 1989*.

COUNCIL POLICY IMPACT

This report is in accordance with Council Policy 5.3.2 which establishes a framework for the guidance of Council in relation to the roles and responsibilities of Committees.

COUNCIL PLAN IMPACT

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

Strategic Objectives

Asset and infrastructure that meet current and future community needs.

Strategy 4.2

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

ITEM C5.6**MAFFRA RECREATION RESERVE SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP**

DIVISION: COMMUNITY AND CULTURE
 ACTION OFFICER: MANAGER HEALTHY LIFESTYLES
 DATE: 15 DECEMBER 2015

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

OBJECTIVE

For Council to appoint members to the Maffra Recreation Reserve Committee of Management for a three year period.

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

That:

- 1. The information contained in the confidential attachment Item F1.6 Maffra Recreation Reserve Committee of Management Membership of 25 November 2015 of this Council meeting agenda and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the General Manager Community and Culture on 25 November 2015 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989: (h) any other matter which the Council or special committee considers would prejudice the Council or any person; be designated confidential information under Section 77 Clause (2) (b) of the Local Government Act 1989.***
- 2. Council approve the appointment of the nominated members, as outlined in the attached confidential report to the Maffra Recreation Reserve Special Committee of Council, pursuant to the provisions of Section 86 of the Local Government Act (1989).***

BACKGROUND

The Maffra Recreation Reserve is a Special Committee of Council under Section 86 of the *Local Government Act 1989* and operates within the provisions of a Council approved Instrument of Delegation.

The objectives of the Special Committee are:

- To manage, operate and maintain the Maffra Recreation Reserve for the community in an efficient, effective and practical manner.

- To undertake activities designed to protect, promote, utilise and develop the Maffra Recreation Reserve for the use and enjoyment of the local community.

The Committee operates under a Terms of Reference which provides for the Council appointment of a minimum of five and a maximum of fourteen members for a 3 year term as follows:

- One Councillor
- Two Representatives from the Maffra Football Club
- Two Representatives from the Maffra Agricultural Society
- One Representative from the District Kennel Club
- One Representative from the Poultry Club
- One Representative from the Maffra Municipal Band
- One Representative from the Maffra Rockhounds
- One Representative from the Eastern Victorian Pleasure Harness Club Inc
- Four representatives of the Community of Maffra. Expressions of interest shall be sought embracing an agreed range of skills and experience appropriate to the functioning of a public recreation reserve

Current Committee membership expires on 18 December 2015. Invitations were sent out to all members to re-nominate for committee membership and advertisements placed in the Gippsland Times which has resulted in the receipt of six Club Representative nominations and three Community Representative nominations.

OPTIONS

Council has the following options:

1. To appoint the nominated members as detailed in the attached confidential report, to the Maffra Recreation Reserve Committee of Management; or
2. Seek further information to be considered at a future Council meeting.

PROPOSAL

That Council approve the appointment of the nominated members, as detailed in the attached confidential report, to the Maffra Recreation Reserve Committee of Management.

CONFLICT OF INTEREST

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

LEGISLATIVE IMPACT

This report is in accordance with Section 91(4) of the *Local Government Act 1989*.

COUNCIL POLICY IMPACT

This report is in accordance with Council Policy 5.3.2 which establishes a framework for the guidance of Council in relation to the roles and responsibilities of Committees.

COUNCIL PLAN IMPACT

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

Strategic Objectives

Asset and infrastructure that meet current and future community needs.

Strategy 4.2

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

ITEM C5.7**CAMERON SPORTING COMPLEX SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP**

DIVISION: COMMUNITY AND CULTURE
 ACTION OFFICER: MANAGER HEALTHY LIFESTYLES
 DATE: 15 DECEMBER 2015

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

OBJECTIVE

For Council to appoint members to the Cameron Sporting Complex Committee of Management for a three year period.

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

That:

- 1. The information contained in the confidential attachment Item F1.7 Cameron Sporting Complex Section 86 Committee of Management Membership of 25 November 2015 of this Council meeting agenda and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the General Manager Community and Culture on 25 November 2015 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989: (h) any other matter which the Council or special committee considers would prejudice the Council or any person; be designated confidential information under Section 77 Clause (2) (b) of the Local Government Act 1989.***
- 2. Council appoint the nominated club representatives as detailed in the attached confidential report to the Cameron Sporting Complex Special Committee of Council and for Council to appoint four of the five community representative nominees, pursuant to the provisions of Section 86 of the Local Government Act (1989).***

BACKGROUND

The Cameron Sporting Complex is a Special Committee of Council under Section 86 of the *Local Government Act 1989* and operates within the provisions of a Council approved Instrument of Delegation.

The objectives of the Special Committee are:

- To manage, operate and maintain the Cameron Sporting Complex for the community in an efficient, effective and practical manner.
- To undertake activities designed to protect, promote, utilise and develop the Cameron Sporting Complex for the use and enjoyment of the local community.

Note there is one more nomination for Community membership than positions available.

The Committee operates under a Terms of Reference which provides for the Council appointment of a minimum of five and a maximum of ten members for a 3 year term as follows:

- One Councillor
- One representative from the Maffra Gymnastics Inc
- One representative from the Maffra & District Basketball Association
- One representative from the Maffra Cricket Club
- One representative from the Maffra Junior Football Club
- One representatives from the Maffra Hockey Association.
- Four representatives of the community of Maffra. Expressions of Interest shall be sought embracing an agreed range of skills and experience appropriate to the functioning of a public recreation reserve

Current Committee membership expires on 18 December 2015. Invitations were sent out to all members to re-nominate for committee membership and advertisements placed in the Gippsland Times which has resulted in the receipt of three Club Representative nominations and five Community Representative nominations.

OPTIONS

Council has the following options:

1. Appoint the nominated club representatives as detailed in the attached confidential report to the Cameron Sporting Complex Committee of Management and for Council to appoint four of the five community representative nominees; or
2. Seek further information to be considered at a future Council meeting.

PROPOSAL

That Council appoint the nominated club representatives as detailed in the attached confidential report to the Cameron Sporting Complex Committee of Management and for Council to appoint four of the five community representative nominees.

CONFLICT OF INTEREST

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

LEGISLATIVE IMPACT

This report is in accordance with Section 91(4) of the *Local Government Act 1989*.

COUNCIL POLICY IMPACT

This report is in accordance with Council Policy 5.3.2 which establishes a framework for the guidance of Council in relation to the roles and responsibilities of Committees.

COUNCIL PLAN IMPACT

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

Strategic Objectives

Asset and infrastructure that meet current and future community needs.

Strategy 4.2

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

ITEM C5.8**BRIAGOLONG QUARRY RESERVE SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP**

DIVISION: COMMUNITY AND CULTURE
 ACTION OFFICER: MANAGER HEALTHY LIFESTYLES
 DATE: 15 DECEMBER 2015

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

OBJECTIVE

For Council to appoint members to the Briagolong Quarry Reserve Committee of Management for a three year period.

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

- The information contained in the confidential attachment Item F1.8 Briagolong Quarry Reserve Section 86 Committee of Management Membership of 25 November 2015 of this Council meeting agenda and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the General Manager Community and Culture on 25 November 2015 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989: (h) any other matter which the Council or special committee considers would prejudice the Council or any person; be designated confidential information under Section 77 Clause (2) (b) of the Local Government Act 1989***
- Council approve the appointment of the nominated members, as outlined in the attached confidential report to the Briagolong Quarry Reserve Special Committee of Council, pursuant to the provisions of Section 86 of the Local Government Act (1989).***

BACKGROUND

The Briagolong Quarry Reserve is a Special Committee of Council under Section 86 of the *Local Government Act 1989* and operates within the provisions of a Council approved Instrument of Delegation.

The objectives of the Special Committee are:

- To manage, operate and maintain the Briagolong Quarry Reserve for the community in an efficient, effective and practical manner.
- To undertake activities designed to protect, promote, utilise and develop the Briagolong Quarry Reserve for the use and enjoyment of the local community.

The Committee operates under a Terms of Reference which provides for the Council appointment of a minimum of five and maximum of eleven members for a 3 year term as follows:

- One Councillor
- Up to ten (10) representatives of the Community of Briagolong or surrounding area, embracing an agreed range of skills and experience appropriate to the functioning of a public reserve.

Current Committee membership expires on 18 December 2015. Invitations were sent out to all members to re-nominate for committee membership and advertisements placed in the Gippsland Times which has resulted in the receipt of four Community Representative nominations.

OPTIONS

Council has the following options:

1. To appoint the nominated as detailed in the attached confidential report, to the Briagolong Quarry Reserve Committee of Management; or
2. Seek further information to be considered at a future Council meeting.

PROPOSAL

That Council approve the appointment of the nominated members, as detailed in the attached confidential report, to the Briagolong Quarry Reserve Committee of Management.

CONFLICT OF INTEREST

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

LEGISLATIVE IMPACT

This report is in accordance with Section 91(4) of the *Local Government Act 1989*.

COUNCIL POLICY IMPACT

This report is in accordance with Council Policy 5.3.2 which establishes a framework for the guidance of Council in relation to the roles and responsibilities of Committees.

COUNCIL PLAN IMPACT

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

Strategic Objectives

Asset and infrastructure that meet current and future community needs.

Strategy 4.2

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



D. URGENT BUSINESS



E. FURTHER GALLERY AND CHAT ROOM COMMENTS



F. CONFIDENTIAL ATTACHMENT/S

F. CONFIDENTIAL ATTACHMENT/S



WELLINGTON
SHIRE COUNCIL

The Heart of Gippsland

**ORDINARY COUNCIL MEETING
15 DECEMBER 2015**

On this 16th day of November 2015, in accordance with Section 77 Clause (2)(c) of the *Local Government Act 1989*; I, Arthur Skipitaris (Delegate) declare that the information contained in the attached document **AUDIT COMMITTEE MINUTES 23 NOVEMBER 2015** is confidential because it relates to the following grounds under Section 89(2) of the *Local Government Act 1989*:

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

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



WELLINGTON
SHIRE COUNCIL
The Heart of Gippsland

**ORDINARY COUNCIL MEETING
15 December 2015**

On this day of 7 December 2015, in accordance with Section 77 Clause (2) (c) of *the Local Government Act 1989*, I, Chris Hastie General Manager Built and Natural Environment declare that the information contained in the attached document **ITEM F1.2 2015-010 Lower Dargo Road Bridge Replacement** is confidential because it relates to the following grounds under Section 89(2) of the *Local Government Act 1989*:

d) Contractual matters



.....
Chris Hastie General Manager Built and Natural Environment

ITEM F1.3

**BRIAGOLONG RECREATION RESERVE COMMITTEE OF MANAGEMENT
MEMBERSHIP
(REFER TO ITEM C5.2 OF THIS AGENDA)**



**ORDINARY COUNCIL MEETING
15 DECEMBER 2015**

On this 25 Day of November 2015, in accordance with Section 77 Clause (2)(c) of the *Local Government Act 1989*; I, Glenys Butler (Delegate) declare that the information contained in the attached document **BRIAGOLONG RECREATION RESERVE SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP** is confidential because it relates to the following grounds under Section 89(2) of the *Local Government Act 1989*:

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


.....
General Manager Community and Culture

ITEM F1.4

**GORDON STREET RECREATION RESERVE COMMITTEE OF
MANAGEMENT MEMBERSHIP
(REFER TO ITEM C5.4 OF THIS AGENDA)**



**ORDINARY COUNCIL MEETING
15 DECEMBER 2015**

On this 25 Day of November 2015, in accordance with Section 77 Clause (2)(c) of the *Local Government Act 1989*; I, Glenys Butler (Delegate) declare that the information contained in the attached document **GORDON STREET RECREATION RESERVE SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP** is confidential because it relates to the following grounds under Section 89(2) of the *Local Government Act 1989*:

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


.....
General Manager Community and Culture

ITEM F1.5

**NEWRY RECREATION RESERVE COMMITTEE OF MANAGEMENT
MEMBERSHIP
(REFER TO ITEM C5.5 OF THIS AGENDA)**



**ORDINARY COUNCIL MEETING
15 DECEMBER 2015**

On this 25 Day of November 2015, in accordance with Section 77 Clause (2)(c) of the *Local Government Act 1989*; I, Glenys Butler (Delegate) declare that the information contained in the attached document **NEWRY RECREATION RESERVE SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP** is confidential because it relates to the following grounds under Section 89(2) of the *Local Government Act 1989*:

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


.....
General Manager Community and Culture

ITEM F1.6

**MAFFRA RECREATION RESERVE COMMITTEE OF MANAGEMENT
MEMBERSHIP
(REFER TO ITEM C5.6 OF THIS AGENDA)**



**ORDINARY COUNCIL MEETING
15 DECEMBER 2015**

On this 25 Day of November 2015, in accordance with Section 77 Clause (2)(c) of the *Local Government Act 1989*; I, Glenys Butler (Delegate) declare that the information contained in the attached document **MAFFRA RECREATION RESERVE SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP** is confidential because it relates to the following grounds under Section 89(2) of the *Local Government Act 1989*:

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


.....
General Manager Community and Culture

ITEM F1.7

**CAMERON SPORTING COMPLEX COMMITTEE OF MANAGEMENT
MEMBERSHIP
(REFER TO ITEM C5.7 OF THIS AGENDA)**



**ORDINARY COUNCIL MEETING
15 DECEMBER 2015**

On this 25 Day of November 2015, in accordance with Section 77 Clause (2)(c) of the *Local Government Act 1989*; I, Glenys Butler (Delegate) declare that the information contained in the attached document **CAMERON SPORTING COMPLEX SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP** is confidential because it relates to the following grounds under Section 89(2) of the *Local Government Act 1989*:

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


.....
General Manager Community and Culture

ITEM F1.8

**BRIAGOLONG QUARRY RESERVIE COMMITTEE OF MANAGEMENT
MEMBERSHIP
(REFER TO ITEM C5.8 OF THIS AGENDA)**



**ORDINARY COUNCIL MEETING
15 DECEMBER 2015**

On this 25 Day of November 2015, in accordance with Section 77 Clause (2)(c) of the *Local Government Act 1989*; I, Glenys Butler (Delegate) declare that the information contained in the attached document **BRIAGOLONG QUARRY RESERVE SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP** is confidential because it relates to the following grounds under Section 89(2) of the *Local Government Act 1989*:

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


.....
General Manager Community and Culture

G. IN CLOSED SESSION

COUNCILLOR

That the meeting be closed to the public pursuant to Section 89(2) of the Local Government Act 1989 to consider:

- a) personnel matters*
- b) the personal hardship of any resident or ratepayer*
- c) industrial matters*
- d) contractual matters*
- e) proposed developments*
- f) legal advice*
- g) matters affecting the security of Council property*
- h) any other matter which the Council or special committee considers would prejudice the Council or any person*

IN CLOSED SESSION

COUNCILLOR

That:

That:

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