



**WELLINGTON**  
SHIRE COUNCIL

*The Heart of Gippsland*

## **Council Meeting Agenda**

**Meeting to be held at**

**Port of Sale Business Centre**

**Foster Street, Sale**

**Tuesday 21 February 2017, commencing at 6pm**

**or join Wellington on the Web:  
[www.wellington.vic.gov.au](http://www.wellington.vic.gov.au)**

# ORDINARY MEETING OF COUNCIL – 21 FEBRUARY 2017

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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:

21 FEBRUARY 2017

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**OBJECTIVE**

To adopt the minutes of the Ordinary Council Meeting of 7 February 2017 as tabled.

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

*That Council adopt the minutes and resolutions of the Ordinary Council Meeting of 7 February 2017 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**



## **A - PROCEDURAL**

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



## **A - PROCEDURAL**

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



## **A - PROCEDURAL**

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

**ITEM A8(1)****OUTSTANDING PETITIONS**

ACTION OFFICER

GOVERNANCE

DATE:

21 FEBRUARY 2017

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ITEM	FROM MEETING	COMMENTS	ACTION BY
Closure of Public Toilets at Wharf Street, Port Albert	7 February 2017	Response to Council by 7 March 2017	Manager Parks & Environmental Services



## **A - PROCEDURAL**

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



## **A - PROCEDURAL**

### **A10 QUESTIONS ON NOTICE**



## **A - PROCEDURAL**

# **A11 MAYOR'S REPORT**

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

OFFICER: COUNCILLOR CAROLYN CROSSLEY

DATE: 21 FEBRUARY 2017

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

21 December 2016 to 21 February 2017

9 January	Meeting with Ms Harriet Shing MLC and Mayors and CEOs of Latrobe City Council and Baw Baw Shire Council, Morwell	Mayor Crossley attended. Chief Executive Officer attended.
10 January	Funding Announcement by Ms Harriet Shing MLC, for Gippsland Lakes Committee, Clydebank	Mayor Crossley attended
14 January	Glenmaggie Boat races, Heyfield	Cr Hole attended.
19 January	Meeting with ASH and Clinton Tilley, The Hermal Group, Heyfield	Mayor Crossley and Cr Hole attended. Chief Executive Officer attended.
19 January	Launch of Australian Oak Engineered flooring by ASH and Oslek	Mayor Crossley attended.
20 January	Meeting with ASH Timber, Sale	Mayor Crossley and Cr Hole attended. Chief Executive Officer attended

At this meeting and many other meetings and discussions that have occurred with the owners of ASH and government representatives since ASH's announcement to close the Heyfield Mill, I have demonstrated my own support and that of Council's in relation to securing the mills future, that of its direct employees and also those who would be adversely impacted through the flow on effects. The closure of the Heyfield Mill would be devastating for the town of Heyfield and the region. I also wrote to the Premier, The Hon Daniel Andrews MP, who responded by saying that all parties are working together in good faith and he hopes the issues will be resolved as soon as possible.

24 January	Teleconference with Latrobe Valley Authority	Mayor Crossley attended. Chief Executive Officer attended.
25 January	Meeting and Field Tour with HTB Television visitors from Japan, filming documentary on Wellington wetlands and Latham's Snipe bird, Heart Morass and Maffra	Mayor Crossley attended.
25 January	Youth Council 2017 Induction, Sale	Cr Rossetti attended.

26 January	Cowwarr Australia Day celebrations, Cowwarr	Mayor Crossley attended.
26 January	Briagolong Australia Day celebrations, Dargo Australia Day celebrations and Stratford Australia Day celebrations	Cr Mills attended.
26 January	Sale Australia Day celebrations including Citizenship ceremony, Sale	Mayor Crossley and Cr Bye attended.

It was a great honour on this Australia Day to present 15 people, from six different countries, with their Australian citizenship. Our newest Australian citizens originally reside from China, Egypt, India, Netherlands, Pakistan, and the United Kingdom.

26 January	Heyfield Australia Day celebrations, Heyfield Australia Day dance and Maffra Australia Day celebrations	Cr Hole attended.
26 January	Yarram Australia Day celebrations, McLoughlins Beach Australia Day celebrations and Port Albert Australia Day celebrations	Cr Stephens attended.
26 January	Rosedale Australia Day celebrations and Seaspray Australia Day celebrations	Cr Rossetti attended.
26 January	Loch Sport Australia Day celebrations, Loch Sport	Deputy Mayor Cr Hall attended.
26 January	Manns Beach Australia Day celebrations, Manns Beach	Cr Maher attended.
26 January	Port Albert Australia Day Bush Dance, Port Albert	Cr Maher attended.
26 January	Civic Reception for Victorian Country Long Course Swimming Championships, Sale	Mayor Crossley, Cr Bye and Cr Rossetti attended.

It was great to have the Victorian Country Swimming Championships return to Sale which also included Olympic swimming champion, Ashley Delaney and Paralympic swimming champion, Emily Beecroft, as participants. As host of the people attended the civic reception, and I paid special thanks to Gippsland Swimming for hosting and organising the event and the volunteers, as without them this event could not happen, along with the participant's family and friends. Over 2,000 people were expected to come from all areas of Victoria to Sale and the surrounds.

27 January	Officially open Victorian Long Course Swimming Championships and medal presentations, Sale	Mayor Crossley attended.
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Visit to the Heart Morass in Sale and the wetlands in Maffra with Japanese TV Crew, Mr Nobu Yamagami, Director New Department Hokkaido Television Broadcasting, Mr Yukoh Ishida Cameraman, Mr Tatsuya Ura, Researcher and Ms Yuko Onishi interpreter. To film a documentary on the Latham Snipe bird which migrates every year from Japan to Australia and back again. There were Snipes galore in the wetlands in Maffra with more than 30 sightings. The visitors spent the day in Wellington Shire accompanied by Mayor Carolyn Crossley and Tim Rowe, Manager of Natural Environment & Parks. Lunch at O'Neill's in Sale where they did a

special menu and had it translated into Japanese. The visitors were very appreciative and a couple dined on the kangaroo and enjoyed it.

28 January	Official Opening of Eastern District Fire Brigade Championships, Maffra	Mayor Crossley attended.
28 January	Civic Reception for Eastern District Fire Brigade Championships, Maffra	Mayor Crossley, Cr Hole and Cr Mills attended.

This was the 11<sup>th</sup> time Maffra hosted these championships. Many people attended the reception from the Eastern District Fire Brigade as well as Mr Danny O'Brien MLA, Member for Gippsland South, Ms Melina Bath, Member for Eastern Victoria Region, Cr Keith Mills and Mark Thorpe, Wellington Shire Council 2017 Citizen of the Year. Deidre Relph OAM was also in attendance representing Maffra Community Sports Club and I took the opportunity to congratulate Deidre for receiving the Order of Australia Medal. The games provide a fantastic opportunity for fire brigades to converge, practise their skills and engage in some friendly competition with competitors and spectators traveling from across the State and further afield to attend this event.

29 January	Medal presentations for Victorian Long Course Swimming Championships, Sale	Cr Bye attended.
31 January	Meeting with Vince Hurley, ASH, Heyfield	Mayor Crossley and Chief Executive Officer attended.
1 February	ASH Community meeting, Heyfield	Mayor Crossley, Cr McCubbin, Cr Bye and Cr Hole attended.
2 February	Gippsland Climate Change Network (GCCN) meeting, Traralgon	Cr McCubbin attended.
2 February	Launch of Maffra Mardi Gras, Maffra	Cr McCubbin attended.
3 February	MAV Board meeting, Melbourne	Cr Hole attended.
3 February	Gippsland Local Government Waste Forum Meeting, Trafalgar	Deputy Mayor Cr Hall attended.
3 February	Hazelwood Taskforce Meeting with Darren Chester MP, Russell Broadbent MP, Mayor of LCC, Mayor of Baw Baw, Morwell	Mayor Crossley attended.
3 February	Celebration for CAE King Air Simulator 5000 training hours, Sale	Mayor Crossley attended.

King Air is a great example of spin off business from the Sale RAAF base expansion. Previous to the simulator being based in Sale, people had to travel to Dallas, Texas for training.

6 February	Coastal Agencies Liaison - South Gippsland meeting, Yarram	Deputy Mayor Cr Hall and Cr Maher attended.
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6 February	National Timbers Council Australia (NTCA) meeting, Melbourne	Cr Hole attended.
6 February	Meeting with Dean of St Pauls Cathedral, Rev Canon Susanna Pain, Sale	Mayor Crossley attended.
6 February	Dundas St Special Charge Scheme Submissions Committee meeting, Sale	Mayor Crossley, Cr McCubbin and Cr Bye attended.
6 February	Induction of David Perryman as Curate in Charge of Avon Anglican Parish, Stratford	Cr McCubbin attended
8 February	Youth Council Meeting, Sale	Mayor Crossley attended

This was the first meeting of the new 2017 Youth Council. A new Youth Council Leadership team was elected. It includes, Alex Nair as the Youth Mayor, Abbey Tucker as the Deputy Youth Mayor and Kaitlin Woodford as Secretary.

12 February	Funding Announcement by Hon Darren Chester MP, Rosedale	Mayor Crossley, Cr Hole and Cr Mills attended.
14 February	Teleconference with Latrobe Valley Authority representatives, Sale	Mayor Crossley and Chief Executive Officer attended.
14 February	Minister D'Ambrosio, Latrobe City Council Mayor and Baw Baw Shire Council Mayor, Morwell	Mayor Crossley attended.
14 February	DELWP, Minister for Energy, Environment and Climate Change, Lily D'Ambrosio announcement at Morwell Neighbourhood House	Mayor Crossley attended.
16 February	Officially welcome Recreational Vehicle Fellowship of Rotarians, Sale	Mayor Crossley attended.
17 February	Exhibition opening Owen Rye 'Jars' and Sue Fraser 'Storylines', Sale	Mayor Crossley attended.
18 February	Commemoration Service - 75th anniversary of the fall of Singapore in WW2	Cr McCubbin attended.

**COUNCILLOR CAROLYN CROSSLEY  
MAYOR**



## **B –REPORT**

# **DELEGATES**



## C1 - REPORT

# CHIEF EXECUTIVE OFFICER

**ITEM C1.1****JANUARY 2017 COUNCIL PERFORMANCE REPORT**

DIVISION: CHIEF EXECUTIVE OFFICE  
ACTION OFFICER: CHIEF EXECUTIVE OFFICER  
DATE: 21 FEBRUARY 2017

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

**OBJECTIVE**

For Council to receive and note the January 2017 Council Performance Report.

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

***That Council receive and note the January 2017 Council Performance Report as attached.***

**BACKGROUND**

The January 2017 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 January 2017 Performance Report, Council can resolve to either:

1. Receive and note the January 2017 Council Performance Report; or
2. Not receive and note the January 2017 Council Performance Report and seek further information for consideration at a later Council meeting.

**PROPOSAL**

That Council receive and note the attached January 2017 Council Performance Report.

**CONFLICT OF INTEREST**

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

## **FINANCIAL IMPACT**

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

## **COMMUNICATION IMPACT**

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

## **LEGISLATIVE IMPACT**

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

## **COUNCIL POLICY IMPACT**

The January 2017 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".*

# JANUARY PERFORMANCE REPORT

## JANUARY 2017 COUNCIL PLAN HIGHLIGHTS

### ***Council responds to Mill announcement***

Council has held meetings with the owners of Australian Sustainable Hardwoods (ASH) regarding the announcement on 18 January 2017, of a possible closure of the Mill in September 2017. Council has also met with parliamentary representatives and government departments and agencies to discuss a way to bring the relevant parties together to resolve the issue of access to a sustainable amount of cubic metres of timber through Vic Forest.

### ***Major event funding***

Major Event funding assisted with hosting of the 2017 Victorian Country Championships held in Sale at Lex Glover Aqua Energy Aquatics Complex on 27-29 January 2017.

Major Events funding also provided to Seaspray Surf Lifesaving Club and Life Saving Victoria to assist with People Address System for the State Senior Carnival #3 on 22 January 2017.

### ***RAAF Base Welcome Day***

Council's Economic Development Team provided a stand at the RAAF Base East Sale Welcome Day to provide tourism, website and employment information for new residents to the area.

### ***Wurruk rezoning***

Public exhibition has concluded for Amendment C84 (Wurruk rezoning), which aims to facilitate future residential development south of the Princes Highway to cater for the future growth of the area. It is expected that submissions will be referred to an Independent Planning Panel for further consideration.

### ***Community submissions***

During January 2017, community submissions were also sought for Amendment C92 (Heritage), which proposes to apply the Heritage Overlay to 67 places across the municipality; Amendment C90 (Longford rezoning) which proposes to facilitate further rural residential land in Longford; and for the Heyfield Low Density Residential Lot Review Study which aims to identify suitable land in Heyfield for short term 'acre lot' residential development.

### ***New Youth Council***

Interviews were held for the 2017 Youth Council. Eight new Youth Councillors were appointed while nine returned for the role. The Youth Council induction was held on Wednesday 25 January 2017.

### ***Gallery exhibitions***

The Gallery hosted four exhibitions in January, 'The Turner Gallery', 'Weird Ceramic', Jordan Wood's 'The Dark Passenger' and Libby Whitchell's illustrations for Sarah Corbell's children's book 'Here Comes the Wind' at the Maffra Exhibition Space. The National Gallery of Victoria (NGV) Kids on Tour workshops were held on 24 January 2017 with 24 children participating.

### ***Business Case for Yarram Pool***

Council officers along with Cr Stephens met with C Leisure, consultants preparing the Yarram heated pool business case project and provided data on the last 3 years' operation.

### ***Swimming Championships***

Preparation for hosting of the Victorian Junior Country Swimming Championships has involved considerable efforts by Leisure Services staff in January. The facility looked fantastic and feedback from participants and visitors at the end of day one was highly complementary.

***New programs at Aqua Energy***

Health and Fitness leaders have prepared a new Group Fitness program to launch in February. Nine new classes will be added and trialled including two new programs including lunch time sessions.

Two 'Five day In-10-sive' swim programs drew good numbers while Swim School enrolments and reenrolments have the primary focus prior to resumption of classes in parallel with the beginning of school term 1.

***TV Advert for Arson Prevention***

Gippsland Arson Prevention Plan TV advertisement commenced screening in January. The Deputy Municipal Fire Prevention Officer featured in the advertisement. No significant bushfires and no Municipal Coordination activations were required so far this Summer season.

***Community committees' updates***

Positive relationships have been developing with key staff in other business units and with Committees of Management including: Cameron Sporting Complex, Golden Beach Men's Shed and Prince Street Reserve, Rosedale.

OneNote was developed for Community Committees to streamline communication between team members and make information about the status of facility issues more accessible.

***Parks Services updates***

All public amenity parks were well presented for the Christmas, New Year and Australia Day holidays/celebrations.

All fire slashing works were completed prior to fire danger period.

JANUARY 2017

# FINANCE SUMMARY

INCORPORATED IN PERFORMANCE REPORT

## INCOME STATEMENT

For the period ending 31 January 2017

	YEAR TO DATE 2016-2017			FULL YEAR 2016-2017	
	Actual \$000's	Adjusted Budget \$000's	Variance \$000's	Adjusted Budget \$000's	Adopted Budget \$000's
<b>Income</b>					
Rates and charges	53,976	53,621	355	53,722	53,722
Statutory fees & fines	528	322	206	461	461
User fees	3,330	3,062	268	6,114	6,117
Grants - operating	6,880	7,167	(287)	13,527	13,619
Grants - capital	3,200	4,297	(1,097)	15,699	15,483
Contributions - monetary	325	201	124	1,300	1,114
Contributions - non monetary	15	-	15	-	-
Net gain on disposal of property, infrastructure, plant and equipment	137	252	(115)	388	328
Other income	2,841	1,375	1,466	2,955	2,975
<b>Total Income</b>	<b>71,232</b>	<b>70,297</b>	<b>935</b>	<b>94,166</b>	<b>93,819</b>
<b>Expenditure</b>					
Employee costs	13,870	14,943	1,073	25,361	25,353
Contractors, materials and services	13,342	16,077	2,735	29,586	28,913
Bad and doubtful debts	-	-	-	111	111
Depreciation and amortisation	12,295	12,816	521	21,760	21,760
Borrowing costs	273	260	(13)	504	504
Other expenses	1,259	459	(800)	711	711
<b>Total Expenditure</b>	<b>41,039</b>	<b>44,555</b>	<b>3,516</b>	<b>78,033</b>	<b>77,352</b>
<b>Surplus for the period</b>	<b>30,193</b>	<b>25,742</b>	<b>4,451</b>	<b>16,133</b>	<b>16,467</b>

*Note: The adjusted budget figures reflect any known changes that have arisen since the adoption of the original budget. 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.*

### Major variances that have occurred Year to Date January 2017 are:

#### Income

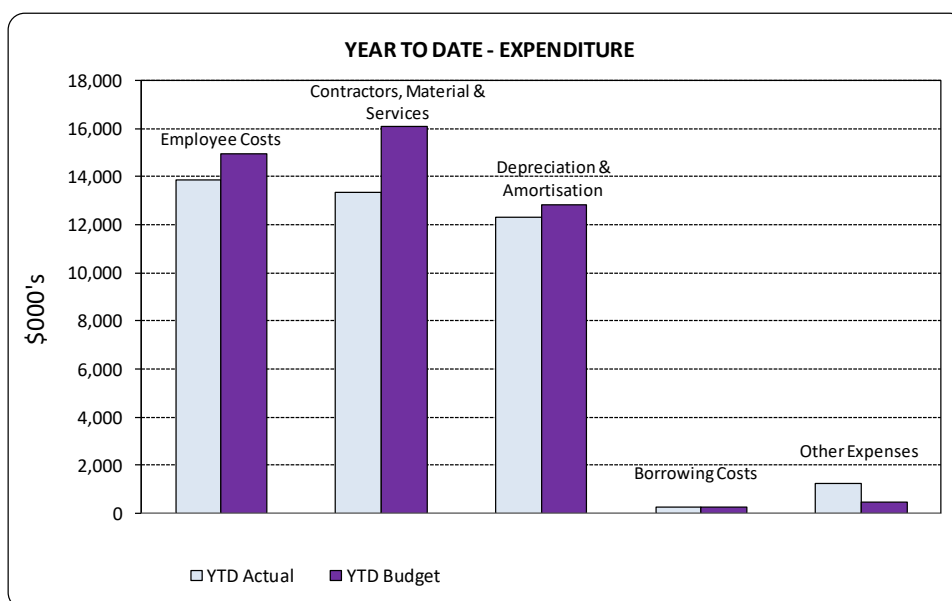
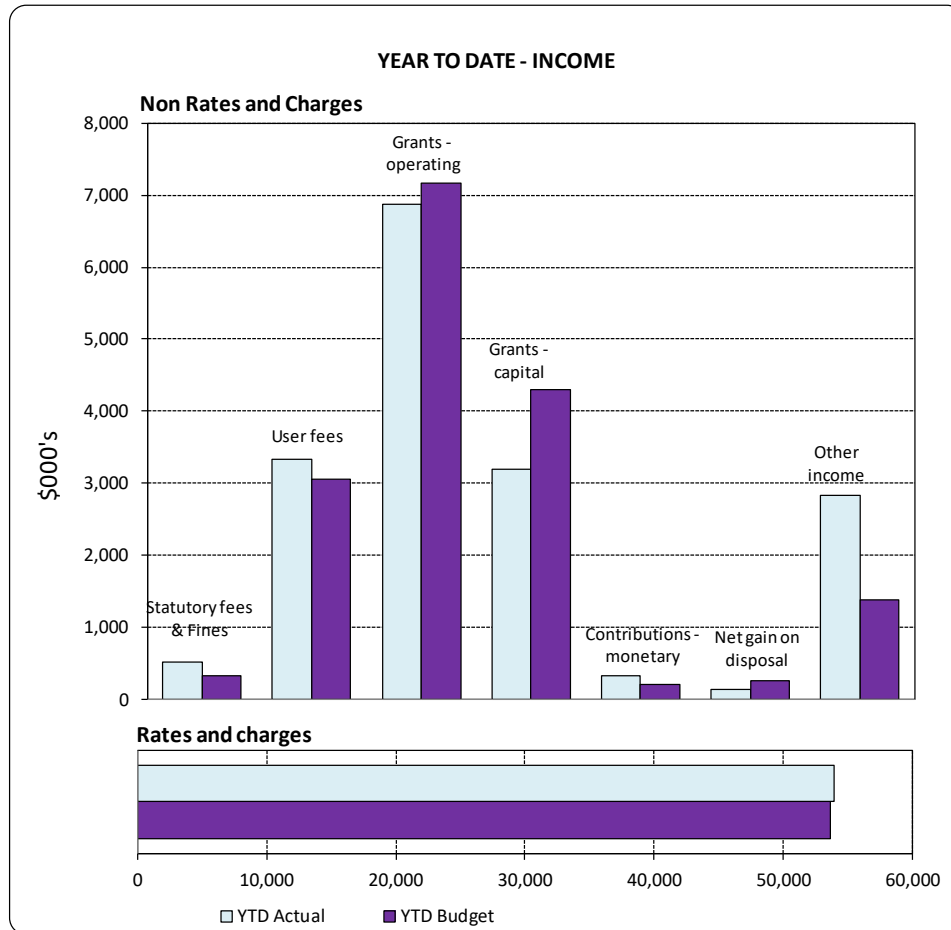
- **\$355k** - Additional rates and charges have been raised through supplementary valuations since the preparation of the 2016/17 budget.
- **\$206k** - Fire infringements are higher than anticipated by \$130k due to fines for noncompliance now being issued to multiple individual joint property owners rather than a single fine against the property. Planning application fees are also higher than anticipated by \$53k due to increased State Government planning fees introduced on 13 October 2016.
- **\$268k** - The bulk of the user fees variance relates to an additional \$182k commercial tipping fees raised for processing a higher than anticipated waste volume. Entertainment Centre revenue was greater than expected due to higher ticket sales for popularity of upcoming shows, but partly offset by increased artist fees and marketing costs. The closure of Maffra caravan park will result in a negative variance in 2016/17.
- **(\$287k)** - A total of (\$150k) operating grant funding initially budgeted to be received in 2016/17 was actually received in 2015/16 including (\$90k) for the Cowwarr Recreation Reserve Clubroom Redevelopment and (\$60k) for Municipal Emergency programs. Council has been advised that the State Government is paying SES units direct the (\$76k) funding included in the 2016/17 budget. The Entertainment Centre annual funding allocation of \$90k is expected to be received in the coming months. An adjustment for SRO revaluation claim for 2015/16 has been finalised.

- **(\$1,097k)** - The majority of the outstanding capital funding of (\$1.4 million) relates to Roads to Recovery projects which have been delayed, impacting the timing of completion and the claim of grant funding. The final claim for the Gordon St Recreation Reserve Clubroom Redevelopment of \$126k will be submitted once the invoices are finalised. Capital grant funding of \$163k for Commercial Road Yarram Streetscape improvements was received earlier than expected and the project is likely to be completed in February 2017. Second instalment funding of \$450k for the Port of Sale Cultural Hub Redevelopment project has been received in January 2017 one month before anticipated.
- **\$139k** - Contribution income received towards public open space is higher than projected, with this income transferred to reserve for construction of future playgrounds. The Cunningham Street Construction project expected to be completed in 2015/16 is now complete and the owners share of the contribution income was raised in November 2016.
- **\$1,466k** - Other income mainly represents recognition of new assets (non cash adjustments) of \$911k during 2016/17. Rental revenue earned from Council properties was higher than expected by \$110k and interest earned from investments by \$98k compared to the budget.

### **Expenditure**

- **\$1,073k** - Employee costs are under budget due to vacancies, timing of leave taken by the staff and the delay of wage indexation until Council's new Enterprise Bargaining Agreement is finalised. Part of these savings have been offset by the use of agency staff to backfill critical customer focused operations. Savings of \$189k from the WorkCover premium instalment have realised following premium finalisation in November 2016.
- **\$2,735k** - Gains in contractors, materials and services are primarily due to:
  - a. Construction of the \$600k rehabilitation of the Kilmany Landfill site has commenced later than expected but is expected to be complete in May 2017.
  - b. The Princes Highway/Cobains Road Intersection Upgrade works are behind \$482k. The work is being undertaken by the developer, wet weather has slowed construction but is expected to catch up in the coming months.
  - c. Payment of \$219k for Council election services has been delayed, and is now expected in early 2017.
  - d. Overall utility costs are lower than budget by \$212k mainly due to the time lag of billing but it is expected there will be some savings realised from street lighting as a result of energy efficient initiatives implemented throughout the year.
  - e. Majority of the under expenditure of \$150k in rural sealed and gravel roads, and roadside vegetation areas are due to unplanned emergency works such as drainage maintenance taking precedence over the scheduled jobs.
  - f. **\$158k** minor parks and landscaping projects such as Yarram Memorial Park and Sale Raglan St Roundabout work have commenced late but are scheduled to be completed by the end of June 2017.
  - g. Several annual insurance invoices for 2016/17 were lower than expected resulting in \$55k of savings. In addition, a lower than anticipated number of claims have been made for 2016/17 resulting in a further \$26k premium savings.
  - h. The bulk of the remaining underspends relate to operational expenditure which includes maintenance of infrastructure and facilities and contributions to third parties which are expected to be spent over the coming months.
- **\$521k** - Depreciation and amortisation (non cash) is lower to date for buildings and landfill improvements mainly due to the timing of capital works completion.
- **(\$800k)** - Other expenses include (\$673k) worth of derecognition of assets (non cash adjustment), such as roads and buildings no longer controlled by Council.

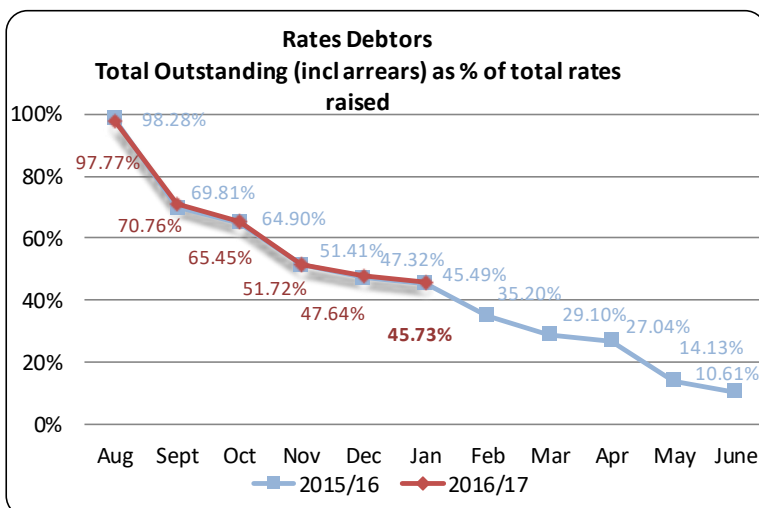
# JANUARY 2017 YEAR TO DATE COMPONENTS AT A GLANCE



## BALANCE SHEET

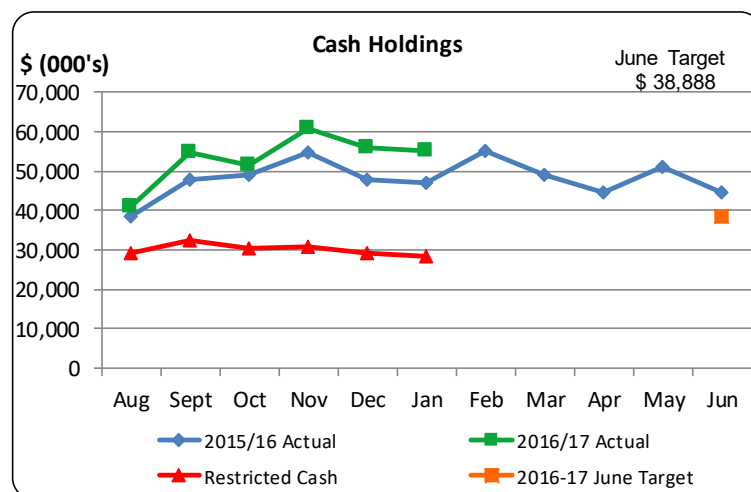
### As at 31 January 2017

Actual		Actual	Adjusted Budget	Adopted Budget
January 16		January 17	June 17	June 17
\$000's		\$000's	\$000's	\$000's
<b>Current Assets</b>				
72,662	Total Current Assets	82,120	44,847	43,009
889,541	Total Non Current Assets	897,531	926,098	925,042
962,203	<b>Total Assets</b>	979,651	970,945	968,051
<b>Current Liabilities</b>				
12,036	Total Current Liabilities	11,146	14,985	14,997
11,118	Total Non Current Liabilities	10,153	10,969	11,536
23,154	<b>Total Liabilities</b>	21,299	25,954	26,533
939,049	<b>Net Assets</b>	958,352	944,991	941,518



The rate debtors outstanding as at the end of 31 January 2017 was \$27.6 million (45.73%) compared to January 2016 of \$26.2 million (45.49%).

The third rate instalment notices were posted at the end of January which will be due on 28 February 2017.



To date the cash movements are trending in line with previous years which is pleasing. Council cash holdings at the end of January 2017 of \$55.2 million is above the January 2016 balance of \$47.1 million. The current cash holdings includes restricted funds of \$7.6 million to cash back reserves, \$8.3 million to cover provisions and \$9.5 million associated with the 2015/16 operating and capital carried forwards. Not included in the Restricted Cash is \$5.7 million anticipated working capital required until next rate instalment due on 28 February 2017.

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

## CAPITAL EXPENDITURE PROGRAM

For the period ending 31 January 2017

	YEAR TO DATE 2016-2017			FULL YEAR 2016-2017		
	Actual \$000's	Adjusted Budget \$000's	Variance \$000's	Adjusted Budget \$000's	Achieved %	Adopted Budget \$000's
Property	474	1,520	1,046	12,221	4%	12,442
Infrastructure	7,886	12,352	4,466	31,566	25%	29,359
Plant and Equipment	1,050	2,325	1,275	3,359	31%	3,149
Intangibles	33	424	391	707	5%	675
<b>Grand Total</b>	<b>9,443</b>	<b>16,621</b>	<b>7,178</b>	<b>47,852</b>	<b>20%</b>	<b>45,625</b>

	YEAR TO DATE 2016-2017			FULL YEAR 2016-2017		
	Actual \$000's	Adjusted Budget \$000's	Variance \$000's	Adjusted Budget \$000's	Achieved %	Adopted Budget \$000's
Renewal	7,952	13,469	5,517	31,990	25%	29,984
Upgrade	1,162	2,591	1,429	10,080	12%	9,661
Expansion	169	427	258	3,671	5%	3,917
New Assets	160	134	(26)	2,111	8%	2,063
<b>Grand Total</b>	<b>9,443</b>	<b>16,621</b>	<b>7,178</b>	<b>47,852</b>	<b>20%</b>	<b>45,625</b>

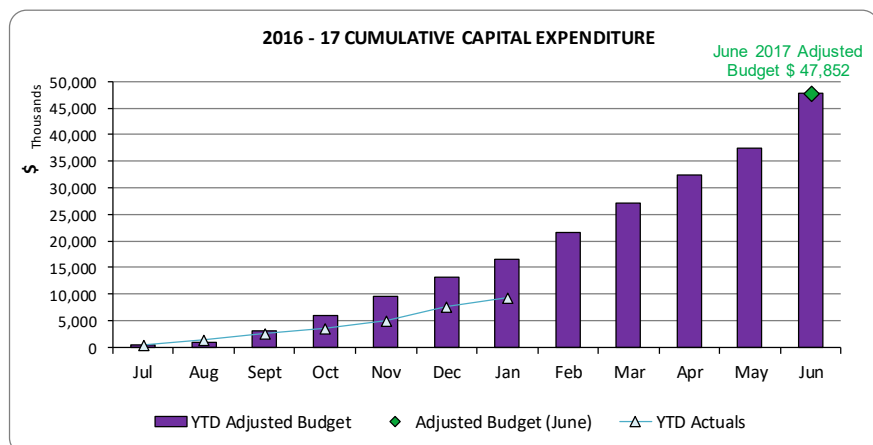
### January 2017 Highlights

- Port of Sale Cultural Hub construction works are progressing. Port precinct roadworks are on schedule, the Foster Street pedestrian crossing is essentially complete only awaiting footpath construction as part of landscaping. Park Street bridge replacement project is progressing with old bridge being demolished and piling
- Concrete works have commenced on the Desailly, Macalister and Cunningham Streets project.
- Reseal Rural roads (Annual Reseals Program) - works essentially complete, awaiting invoices.
- Stephenson Park Power Supply Upgrade work complete.
- Loch Sport Footpath - contract awarded and construction to commence in February.
- Yarram Morwell Road / Grand Ridge Rd. works underway and expect to be completed in March/April.
- Gordon St Rec Reserve Clubrooms Redevelopment work completed.
- Overall - ten projects have had contracts awarded and nine more have commenced work during the month. Nine contracts had work completed during the month.

### Summary Year To Date 2016-2017

As at 31 January 2017, the adjusted capital expenditure budget is \$47.9 million. 145 projects planned for the year.

Status	% of Capital Works	Other:	% of Capital Works
Complete	21%	Red	2%
Commenced	28%	Amber	1%
Contract	9%	Multi Year	6%
Preplanning	25%	Transferred	9%
Other	17%		



**ITEM C1.2****CHIEF EXECUTIVE OFFICER'S REPORT**

OFFICER: CHIEF EXECUTIVE OFFICER

DATE: 21 FEBRUARY 2017

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

- 9 January Met with **Ms Harriet Shing MLC**, Member for Eastern Victoria Region along with Mayor Crossley and the Mayors and CEOs from Baw Baw Shire & Latrobe City Council.
- The purpose of the meeting was to discuss a range of Latrobe Valley Transitional matters, including projects, the role of the Latrobe Valley Authority and the role of the Premier's Taskforce.
- 11 January Met with Gippsland and Regional Partnership delegates to discuss regional projects and priority issues – Traralgon.
- Teleconference with Mark Stone, CEO of the Victorian Chamber of Commerce and Industry (VECCI) to discuss VECCI services and local government issues.
- 12 January Met with senior staff from Minerals Development Victoria, Earth Resources Policy and Programs, Department of Economic Development, Jobs, Transport, and Resources (DEDJTR) to discuss the state's growing need for quarries and the role Wellington Shire might play.
- 20 January Met with **The Hon Tim Bull MP**, Member for Gippsland East. In attendance was Mayor Carolyn Crossley and Cr Hole. The purpose of the meeting was to discuss the ASH Timber Mill announcement.
- Met with Leigh Kennedy, Regional Development Victoria and Vince Hurley, CEO ASH in Heyfield to discuss ASH's closure announcement and potential assistance from the state government.
- 23 January Met with Helene Booth, Trustee of the John Leslie Foundation to discuss projects.
- 24 January Held a teleconference with Kylie White, Latrobe Valley Authority alongside the Mayor, Carolyn Crossley.
- 26 January Hosted the Australia Day Citizenship Ceremony. In attendance was the Mayor, Carolyn Crossley and Cr Bye.
- Hosted the Victorian Country Swimming Championships Civic Reception. In attendance was Mayor Crossley, Cr Rossetti and Cr Bye.
- 27 January Attended the **Gippsland Local Government Network (GLGN)** CEO's meeting, Morwell.
- 31 January Meeting with Vince Hurley, CEO ASH Timber in Heyfield with Mayor Crossley.

- |                  |  |
|------------------|--|
| 1 February       | Attended the Heyfield Community meeting to discuss the ASH closure announcement, with approximately 800 people attending the event. Mayor Crossley facilitated the evening's agenda, and in attendance were Cr's Hole, Bye and McCubbin. Speaking at the meeting, along with Mayor Crossley, were ASH Timber CEO, Vince Hurley, Federal Member for Gippsland, Darren Chester, Member for Gippsland East, Tim Bull, Member for Eastern Victoria, Harriet Shing, and Jane Calvert, President of the CFMEU. |
| 2 February       | Meeting with Daniel Whitthaus, Senior Engagement officer with the State Government to talk about a possible state government roadshow around LGBTI and inclusiveness.  |
| 3 February       | Teleconference with Matthew Butlin, Red Tape Commissioner.   |
| 9 February       | Met with Helene Booth, Trustee of the John Leslie Foundation to discuss projects.  |
|                  | Met with Matthew Butlin, Red Tape Commissioner to further discuss State Government's plan to reduce red tape.  |
| 12 February      | Attended the federal government's funding announcement of \$1m to upgrade Rosedale Streetscape and Willow Park. The announcement was made at Willow park by Member for Gippsland Darren Chester in conjunction with Mayor Crossley, with about 30 community representatives in attendance. Also in attendance were Crs Hole and Mills.   |
| 14 February      | Meeting with Latrobe Valley Authority to discuss Regional Planning Initiatives.  |
| 15 - 17 February | Attending the Local Government Chief Officers Group meeting, Mildura.  |



## **C2 - REPORT**

# **GENERAL MANAGER CORPORATE SERVICES**

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

DIVISION: CORPORATE SERVICES

ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES

DATE: 21 FEBRUARY 2017

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 31 January 2017 to 14 February 2017.

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

***That Council note and receive the attached Assembly of Councillor records received during the period 31 January 2017 to 14 February 2017.***

**BACKGROUND**

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

Below is a summary of all assembly of Councillor records received during the period 31 January 2017 to 14 February 2017.

**Assembly of Councillors summary of reports received during the period 31 January 2017 to 14 February 2017**

<b>Date</b>	<b>Matters considered</b>	<b>Councillors and officers in attendance</b>
6 February 2017	Special Charge Scheme Construction Dundas Street – Objectors Meeting	Cr Crossley, Cr Bye, Cr McCubbin John Tatterson, Manager Built Environment Thomas Weatherall, Coordinator Built Environment Planning Tilo Junge, Infrastructure Planner Trish Dean, Governance Officer
7 February 2017	IT Demonstration of Councillor Sharepoint page Diary meeting with Councillors	Cr Crossley, Cr Hall, Cr Maher, Cr Stephens, Cr Mills, Cr McCubbin, Cr Bye, Cr Rossetti, Cr Hole David Morcom, Chief Executive Officer Arthur Skipitaris, General Manager Corporate Services Phillip Phillipou, Manager Information Services Sharon Willison, Mayoral & Councillor Support Officer Damian Norkus, Information Technology Officer
7 February 2017	December 2016 Quarterly Performance Report  2017/18 Budget and 2018/22 Council Plan Context Workshop  Rubbish Bin Management, Port Albert, Brady's Bridge, McLoughlins Beach Boat Ramp  Municipal Building Surveyor Role, Private Building Surveyor Role, and Proposed Changes to Building Legislation  Amendment C84 Wurruk growth area	Cr Bye, Cr Crossley, Cr Hall, Cr Hole, Cr McCubbin, Cr Maher, Cr Mills, Cr Rossetti, Cr Stephens David Morcom, Chief Executive Officer Arthur Skipitaris, General Manager Corporate Services Glenys Butler, General Manager Community & Culture John Websdale, General Manager Development Dean Morahan, Acting General Manager Built and Natural Environment Ian Carroll, Manager Corporate Finance (Item 1 & 2) Katy Leighfield, Acting Manager People & Excellence (Item 2) John Tatterson, Manager Built Environment (Item 3) Tim Rowe, Manager Natural Environment & Parks (Item 3) Vanessa Ebsworth, Manager Municipal Services (Item 4) Barry Nicholl, Municipal Building Surveyor (Item 4) Joshua Clydesdale, Manager Land Use Planning (Item 5) Barry Hearsey, Coordinator Strategic Planning (Item 5)

14 February 2017	SLUPP	Cr McCubbin, Cr Maher John Websdale, General Manager Development Dean Morahan, Manager Assets & Projects Barry Hearsey, Coordinator Strategic Planning Ben Proctor, Strategic Planner Sam Pye, Coordinator Infrastructure Development Josh Clydesdale, Manager Land Use Planning Sabine Provily, Strategic Planner
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## ASSEMBLY OF COUNCILLORS

### 1. DATE OF MEETING:

6 February 2017

### 2. ATTENDEES

#### Councillors:

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

#### 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	In attendance (tick)	Item No
John Tatterson	✓	1
Thomas Weatherall	✓	1
Tilo Junge	✓	1
Trish Dean	✓	1
Jane Cahill	✓	1
Lisa Wegener	✓	1

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

1. Special Charge Scheme Construction Dundas Street – Objectors Meeting

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

## ASSEMBLY OF COUNCILLORS

### 1. DATE OF MEETING:

7 February 2017

### 2. ATTENDEES

#### Councillors:

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

#### Officers In Attendance:

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

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

Name	Item No.	Name	Item No.
Sharon Willison	1 & 2		
Damian Norkus	1 & 2		
Phil Phillipou	1 & 2		

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

1. IT Demonstration of Councillor Sharepoint page
2. Diary meeting with Councillors

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

Nil

## ASSEMBLY OF COUNCILLORS

### 1. DATE OF MEETING:

7 February 2017

### 2. ATTENDEES:

#### Councillors:

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

#### Officers in Attendance:

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

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

Name	Item No.
Ian Carroll	1
Ian Carroll, Katy Leighfield	2
John Tatterson, Tim Rowe	3
Vanessa Ebsworth, Barry Nicholl	4
Joshua Clydesdale, Barry Hearsey	5

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

1. December 2016 Quarterly Performance Report
2. 2017/18 Budget and 2018/22 Council Plan Context Workshop
3. Rubbish Bin Management, Port Albert, Brady's Bridge, McLoughlins Beach Boat Ramp
4. Municipal Building Surveyor Role, Private Building Surveyor Role, and Proposed Changes to Building Legislation
5. Amendment C84 Wurruk growth area

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

Nil

## ASSEMBLY OF COUNCILLORS

### 1. DATE OF MEETING:

14 February 2017

### 2. ATTENDEES

#### Councillors

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

#### Officers In Attendance

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

#### Others in attendance

Name	Item No.	Name	Item No.
Dean Monahan	1	Sam Pye	1
Sharyn Bolitho	x	Josh Clydesdale	1
Barry Hearsey	1	Sabine Provily	1
Ben Proctor	1		

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

1. SLUPP Agenda – 14 February 2017

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

**No Conflicts of Interest Declared**

**ITEM C2.2****AMENDMENT TO INSTRUMENT OF DELEGATION TO COUNCIL STAFF**

DIVISION: CORPORATE SERVICES  
ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES  
DATE: 21 FEBRUARY 2017

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

**OBJECTIVE**

For Council to adopt the amendments (highlighted sections) to the updated Instrument of Delegation to Members of Council Staff, due to recent amendments to the *Planning and Environment (Fees) Interim Regulations 2016* and *Road Management Act 2004*, as attached.

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

***That Council adopt the amendments (highlighted sections) to the Instrument of Delegation, as attached.***

**BACKGROUND**

Section 98(1) of the *Local Government Act 1989* provides Council with the ability to delegate power, duties and functions of the Council to a member of its staff. A summary of the updates/amendments made are attached. There have been a number of changes to the *Planning and Environmental (Fees) Interim Regulations 2016* and *Road Management Act 2004*, which require the current Instrument of Delegation to be updated.

A summary of these recent legislative changes is attached with specific amendments highlighted.

**OPTIONS**

Council has the following options:

1. To adopt the amendments (highlighted sections) to the updated Instrument of Delegation, as attached; or
2. To amend the (highlighted sections) of the Instrument of Delegation prior to adoption.

**PROPOSAL**

It is proposed that Council adopt the updated Instrument of Delegation to Members of Council Staff, as attached.

## **CONFLICT OF INTEREST**

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

## **LEGISLATIVE IMPACT**

Section 98(1) of the *Local Government Act 1989* provides Council with the authority to delegate to a member of Council staff certain powers and duties.

## **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.

## **REOURCES AND STAFF IMPACT**

Upon notification of the legislative changes, all relevant staff were consulted and have contributed to the updating of this Instrument of Delegation. Following adoption, our processes ensure that all staff with altered or new delegations are notified including updating of Council processes and procedures as required.

***S6. Instrument of Delegation – Members of Staff***

**Wellington Shire Council**

**Instrument of Delegation**

**to**

**Members of Council Staff**

## Instrument of Delegation

In exercise of the power conferred by section 98(1) of the *Local Government Act* 1989 and the other legislation referred to in the attached Schedule, the Council:

1. delegates each duty and/or function and/or power described in column 1 of the Schedule (and summarised in column 2 of the Schedule) to the member of Council staff holding, acting in or performing the duties of the office or position described opposite each such duty and/or function and/or power in column 3 of the Schedule;
2. records that a reference in the Schedule to:
3. declares that:
  - 3.1 this Instrument of Delegation is authorised by a **resolution** of Council passed on **21 February 2017** and
  - 3.2 the delegation:
    - 3.2.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;
    - 3.2.2 remains in force until varied or revoked;
    - 3.2.3 is subject to any conditions and limitations set out in sub-paragraph 3.3, and the Schedule; and
    - 3.2.4 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and
  - 3.3 the delegate must not determine the issue, take the action or do the act or thing:
    - 3.3.1 if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council; or
    - 3.3.2 if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a
      - (a) policy; or
      - (b) strategyadopted by Council; or
    - 3.3.3 if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation, whether on account of section 98(1)(a)-(f) (inclusive) of the Act or otherwise; or
    - 3.3.4 the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff.

The Common Seal of WELLINGTON )  
SHIRE COUNCIL was hereunto affixed )  
this day of **2017** )  
in accordance with Local Law No 1 )  
in the presence of: )

.....  
Chief Executive Officer

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PLANNING AND ENVIRONMENT (FEES) INTERIM REGULATIONS 2016			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r.19 Amendment from r.16 to r.19	power to waive or rebate a fee relating to an amendment to a planning scheme. Removed the wording "Other than a fee"	General Manager Development Manager Land Use Planning	
r.17 Deleted Provision	power to waive or rebate a fee relating to an amendment of a planning scheme	Not Delegated	
r.18 Deleted Provision	duty to record matters taken into account and which formed the basis of a decision to waive or rebate a fee under r.16 or 17	General Manager Development Manager Land Use Planning	
r.20 New Provision	power to waive or rebate a fee other than a fee relating to an amendment to a planning scheme	General Manager Development Manager Land Use Planning Coordinator Statutory Planning	
r.21 New Provision	duty to record matters taken into account and which formed the basis of a decision to waive or rebate a fee under r.19 or 20	General Manager Development Manager Land Use Planning Coordinator Statutory Planning	

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.48M(3)	function of consulting with the relevant authority for purposes of developing guidelines under section 48M  Wording change from “Secretary” to “relevant authority”	General Manager Built & Natural Environment Manager Built Environment	
s.48N  Deleted Provision	duty to notify the relevant authority of the location of the bus stopping point and the action taken by council	General Manager Built & Natural Environment Manager Built Environment	

**ITEM C2.3****MAYORAL AND COUNCILLOR ALLOWANCES**

DIVISION: CORPORATE SERVICES

ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES

DATE: 21 FEBRUARY 2017

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

**OBJECTIVE**

To adopt the Mayoral and Councillor allowances in accordance with the requirements of section 74(1) of the *Local Government Act 1989*.

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

- 1. In accordance with Section 74(1) of the Local Government Act 1989, Council set the Mayoral and Councillor allowances of the current Council as follows:**
  - (a) the Mayoral allowance at the upper limit of a Category 2 Council, being \$76,521 per annum and**
  - (b) the Councillor allowance at the upper limit of a Category 2 Council, being \$24,730 per annum and**
- 2. Adjustments to the Mayoral and Councillor allowances plus superannuation guarantee percentage changes, be applied in accordance with Category 2 Councils from 1 December 2016 (as gazetted on the 24 November 2016)**

**BACKGROUND**

Section 74(1) of the *Local Government Act 1989* (the Act) requires Council to review and determine the level of Councillor and Mayoral allowances within a period of six months after a general election or by the next 30 June, whichever is the later. The review must also include public consultations and the opportunity for submissions in accordance with Section 223 of the Act.

Each year the Minister for Local Government reviews the limits and ranges for the current Mayoral and Councillor allowances and determines if the allowances should be increased. Any changes are then published in the Victorian Government Gazette and take effect from the stated date. Any change to the allowances will then be automatically adjusted for Wellington Shire Councillors in accordance with that notice.

The current allowances set by Council are in accordance with the Category 2 Council allowances as gazetted on 24 November 2016 with the new limits and ranges taking effect from 1 December 2016 as follows:

Mayor: \$76,521 per annum  
 Councillors: \$24,730 per annum and

In accordance with Section 223 of the *Local Government Act 1989* Council invited interested persons to make written and verbal submissions in relation to the Mayoral and Councillor Allowances for consideration at the Ordinary Council meeting on 7 February 2017. Council received no written or verbal submissions in response to the Mayoral and Councillor allowances review.

## **OPTIONS**

Council has the following options:

1. To set the Mayoral and Councillor allowances for the term of office of the current Council as proposed; or
2. To set the Mayoral and Councillor allowances for the term of office of the current Council at a level less than the proposed upper limit of a Category 2 Council.

## **PROPOSAL**

1. That in accordance with Section 74(1) of the *Local Government Act 1989* Council set the Mayoral and Councillor allowances for the term of office of the current Council as follows:
  - (a) the Mayoral allowance at the upper limit of a Category 2 Council, being \$76,521 per annum; and
  - (b) the Councillor allowance at the upper limit of a Category 2 Council, being \$24,730 per annum, and
2. Adjustments to the Mayoral and Councillor allowances plus superannuation guarantee percentage changes, be applied in accordance with Category 2 Councils from 1 December 2016 (as gazetted on the 24 November 2016)

## **CONFLICT OF INTEREST**

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

## **LEGISLATIVE IMPACT**

Section 74(1) of the *Local Government Act 1989* (the Act) requires Council to review and determine the level of Councillor and Mayoral allowances within a period of six months after a general election or by the next 30 June, whichever is the later. The review must also include public consultations and the opportunity for submissions in accordance with Section 223 of the Act which requires Council to provide a 28 day submission period. The undertaking of this review complies with the requirements of the Act.

## **COUNCIL PLAN IMPACT**

The Council Plan 2013-17 Theme 2 Organisational stated the following strategic objectives 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 that above Council Plan strategic objective and strategy.

## **CONSULTATION IMPACT**

Under Section 223 of the *Local Government Act 1989* Council advertised the Mayoral and Councillor Allowances review and sought submissions from the public



## C3 - REPORT

# GENERAL MANAGER DEVELOPMENT

**ITEM C3.1****BUILDING PERMITS REPORT**

DIVISION: DEVELOPMENT  
ACTION OFFICER: MANAGER MUNICIPAL SERVICES  
DATE: 21 FEBRUARY 2017

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

**OBJECTIVE**

To provide a report to Council on building permits issued in the Wellington Shire during the quarter October 2016 to December 2016, for information.

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

***That Council note the report of building permits issued from 1 October 2016 to 31 December 2016.***

**BACKGROUND**

Building permits are issued by private building surveyors, and copies of permits are provided to Council. The permits, plans and other documents, are filed by Council and recorded on a register of building permits. Building permits are issued for a range of developments, including dwellings, extensions and fences, as well as commercial and industrial buildings.

Attachment 1 to this report provides an overview by township, of the number of permits issued along with the estimated value of construction, for the three-month period ending December 2016.

Attachment 2 provides an historical representation of the number and value of permits issued in Wellington Shire, and compares this data against the broader Gippsland region.

In the previous quarter, July to September 2016, there were 221 permits issued with an estimated value of work at \$33,980,520.

**OPTIONS**

Council may choose to note this report, alternatively Council may choose to seek further information and refer this report to another meeting.

## **PROPOSAL**

That Council note the report on building permits issued within Wellington Shire from October to December 2016.

## **CONFLICT OF INTEREST**

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

## **COMMUNICATION IMPACT**

The quarterly report provides information on the number of building permits, and cost of development per town, within the Wellington Shire. Gippsland-wide building activity is also provided, to demonstrate how the Wellington Shire area performs in comparison.

## **LEGISLATIVE IMPACT**

Building permits are issued in accordance with *Building Act 1993*, *Building Regulations 2006* and the *Wellington Planning Scheme*.

## **COUNCIL POLICY IMPACT**

All building permits issued by private building surveyors are registered and filed as per the timelines set out in the Municipal Services Business Plan.

## **COUNCIL PLAN**

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 5.2*

*Provide user friendly, accessible planning information and efficient planning processes.*

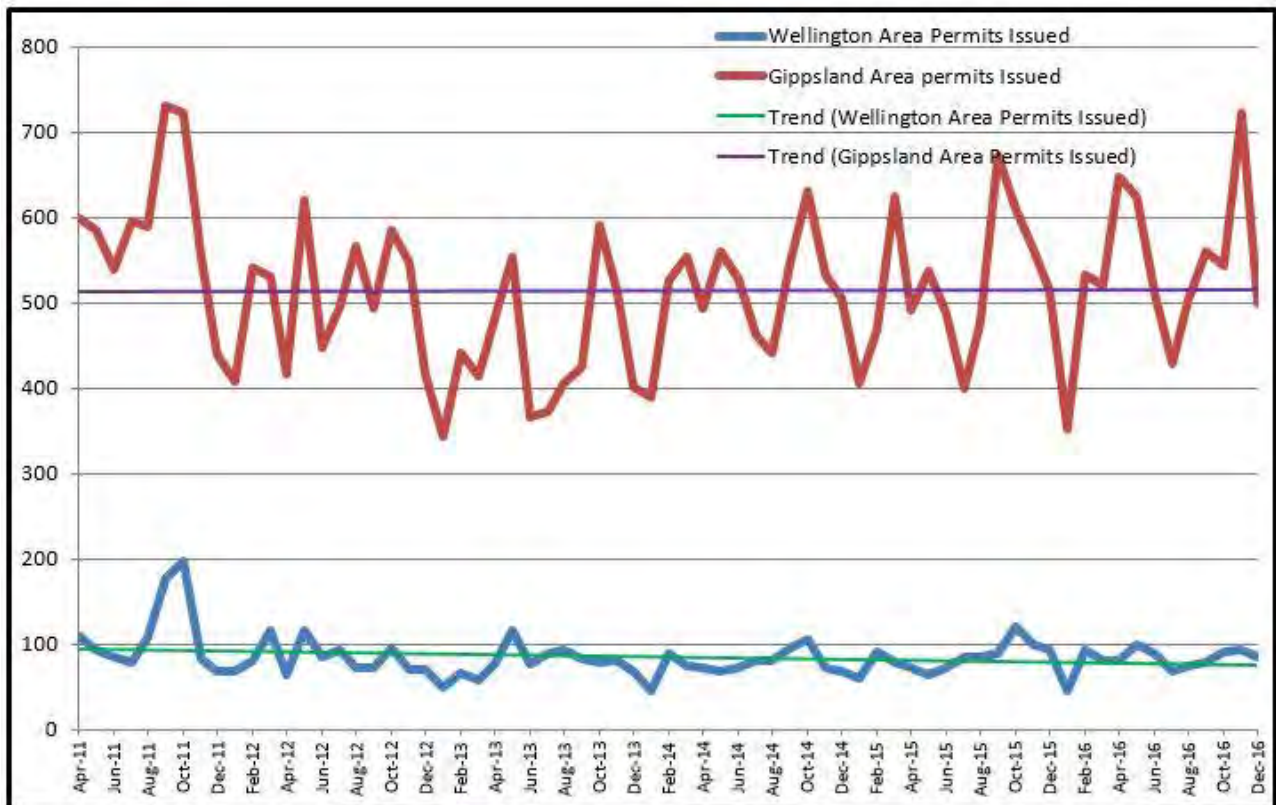
This report supports the above Council Plan strategic objective and strategy.

## WELLINGTON SHIRE PERMITS ISSUED

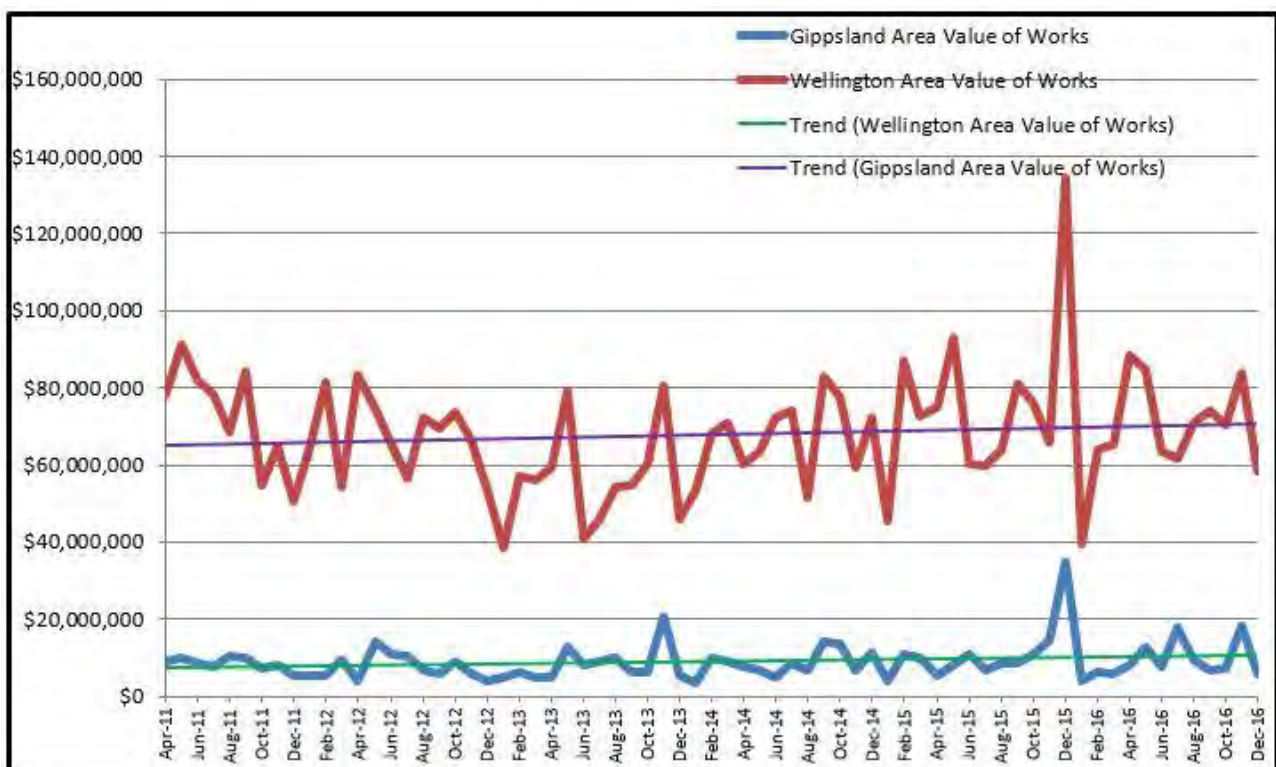
	October	November	December	Total
<b>AIRLY</b>	0	0	1	1
	\$0	\$0	\$430,000	\$430,000
<b>ALBERTON</b>	1	1	0	2
	\$21,000	\$5,000	\$0	\$26,000
<b>BOISDALE</b>	1	1	0	2
	\$15,000	\$1,365,000	\$0	\$1,380,000
<b>BRIAGOLONG</b>	3	2	2	7
	\$58,780	\$509,800	\$287,200	\$855,780
<b>BUNDALAGUAH</b>	0	0	1	1
	\$0	\$0	\$14,000	\$14,000
<b>COBAINS</b>	1	0	1	2
	\$36,600	\$0	\$122,500	\$159,100
<b>COONGULLA</b>	1	1	1	3
	\$15,000	\$25,000	\$11,400	\$51,400
<b>DEVON NORTH</b>	0	2	1	3
	\$0	\$35,090	\$10,000	\$45,090
<b>EAST SALE</b>	0	0	1	1
	\$0	\$0	\$15,500	\$15,500
<b>FULHAM</b>	1	0	1	2
	\$11,000	\$0	\$21,296	\$32,296
<b>GELLIONDALE</b>	0	0	1	1
	\$0	\$0	\$10,500	\$10,500
<b>GLENGARRY</b>	1	0	0	1
	\$26,850	\$0	\$0	\$26,850
<b>GLENMAGGIE</b>	0	2	0	2
	\$0	\$35,435	\$0	\$35,435
<b>GOLDEN BEACH</b>	2	0	2	4
	\$35,818	\$0	\$275,000	\$310,818
<b>GORMANDALE</b>	1	0	0	1
	\$30,800	\$0	\$0	\$30,800
<b>HEYFIELD</b>	3	3	1	7
	\$69,767	\$688,141	\$130,000	\$887,908
<b>JACK RIVER</b>	0	0	1	1
	\$0	\$0	\$23,474	\$23,474
<b>LOCH SPORT</b>	5	9	2	16
	\$231,535	\$722,478	\$126,000	\$1,080,013
<b>LONGFORD</b>	6	6	2	14
	\$516,738	\$425,305	\$78,560	\$1,020,603
<b>MAFFRA</b>	14	12	18	44
	\$851,594	\$785,068	\$934,791	\$2,571,453
<b>MAFFRA WEST UPPER</b>	0	0	2	2
	\$0	\$0	\$255,613	\$255,613
<b>MYRTLEBANK</b>	1	2	1	4
	\$40,540	\$26,095	\$30,000	\$96,635
<b>NAMBROK</b>	0	0	2	2
	\$0	\$0	\$113,500	\$113,500

	October	November	December	Total
<b>NEWRY</b>	1	0	1	2
	\$14,000	\$0	\$24,500	\$38,500
<b>PARADISE BEACH</b>	2	0	1	3
	\$327,785	\$0	\$15,000	\$342,785
<b>ROBERTSONS BEACH</b>	0	0	1	1
	\$0	\$0	\$10,950	\$10,950
<b>ROSEDALE</b>	1	2	1	4
	\$8,981	\$94,650	\$349,998	\$453,629
<b>SALE</b>	27	25	22	74
	\$3,362,940	\$11,158,292	\$1,144,270	\$15,665,502
<b>SEASPRAY</b>	0	4	1	5
	\$0	\$387,429	\$248,600	\$636,029
<b>SEATON</b>	1	0	2	3
	\$42,000	\$0	\$178,435	\$220,435
<b>STRADBROKE</b>	0	0	1	1
	\$0	\$0	\$22,550	\$22,550
<b>STRATFORD</b>	7	8	4	19
	\$666,962	\$1,216,158	\$670,569	\$2,553,689
<b>THE HONEYSUCKLES</b>	1	1	2	4
	\$40,000	\$30,000	\$30,250	\$100,250
<b>VALENCIA CREEK</b>	1	0	0	1
	\$7,031	\$0	\$0	\$7,031
<b>WILLUNG</b>	0	1	0	1
	\$0	\$25,000	\$0	\$25,000
<b>WON WRON</b>	0	1	0	1
	\$0	\$14,900	\$0	\$14,900
<b>WONYIP</b>	0	1	0	1
	\$0	\$22,400	\$0	\$22,400
<b>WOODSIDE</b>	3	1	1	5
	\$120,790	\$17,470	\$7,180	\$145,440
<b>WOODSIDE BEACH</b>	0	1	0	1
	\$0	\$220,000	\$0	\$220,000
<b>WURRUK</b>	2	1	3	6
	\$100,800	\$9,500	\$304,855	\$415,155
<b>YARRAM</b>	3	5	3	11
	\$365,477	\$464,412	\$40,550	\$870,439
<b>Total</b>	<b>90</b>	<b>92</b>	<b>84</b>	<b>266</b>
	<b>\$7,017,788</b>	<b>\$18,282,623</b>	<b>\$5,937,041</b>	<b>\$31,237,452</b>

## NUMBER OF BUILDING PERMITS



## VALUE OF BUILDING WORKS





## C4 - REPORT

# GENERAL MANAGER BUILT AND NATURAL ENVIRONMENT



## **C5 - REPORT**

# **GENERAL MANAGER COMMUNITY AND CULTURE**

**ITEM C5.1****BRIAGOLONG RECREATION RESERVE COMMITTEE OF MANAGEMENT MINUTES**

DIVISION: COMMUNITY AND CULTURE  
ACTION OFFICER: MANAGER ACTIVE COMMUNITIES  
DATE: 21 FEBRUARY 2017

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

**OBJECTIVE**

For Council to receive the minutes from the Briagolong Recreation Reserve Committee of Management's Annual General Meeting held on 21 November 2016, including audited financial report, and Ordinary Meeting held on 21 November 2016, including financial statements.

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

***That Council receive the minutes from the Briagolong Recreation Reserve Committee of Management's Annual General Meeting held on 21 November 2016, including audited financial report, and Ordinary Meeting held on 21 November 2016, including financial statements.***

**BACKGROUND**

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

The objectives of the Special Committee are:

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

As provided under the Committee's Instrument of Delegation the minutes of all meetings are to be presented to Council and highlight the day to day activities being undertaken by the Committee.

## **OPTIONS**

Council has the following options:

1. Receive the minutes from the Briagolong Recreation Reserve Committee of Management's Annual General Meeting held on 21 November 2016, including audited financial report, and Ordinary Meeting held on 21 November 2016, including financial statements; or
2. Seek further information to be considered at a future Council Meeting.

## **PROPOSAL**

That Council receive the minutes from the Briagolong Recreation Reserve Committee of Management's Annual General Meeting held on 21 November 2016, including audited financial report, and Ordinary Meeting held on 21 November 2016, including financial statements.

## **CONFLICT OF INTEREST**

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

## **LEGISLATIVE IMPACT**

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

## **COUNCIL POLICY IMPACT**

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

## **COUNCIL PLAN IMPACT**

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

### Strategic Objectives

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

### Strategy 4.2

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

## **CONSULTATION IMPACT**

Meetings held by the Briagolong Recreation Reserve Committee of Management are open to the public.

**MEETING DATE, MEETING TIME, MEETING VENUE**

## 1. Present / Apologies

Name	Title	Representing	Present / Apology
Jenny Elliott	President	Pony Club	Present
Kylie Wright	Secretary	Pony Club	Present
Vanessa Randle	Treasurer	Tennis Club	Present
Mick Pleydell		Tennis Club	Present
Denis Murphy		Cricket Club	Present
Sean Padman		Cricket Club	Present
Darren Randle	Chairperson	Community	Present
Steve Noble		Community	Present
Josh Henry		Community	Present
Jess Fry		Junior Football	Apology
Sharni Anzelark		Junior Football	Apology

**Quorum Achieved: Yes**

**2. Declaration of Conflicts of Interest:**  
NIL

**3. Confirmation of Minutes of Previous Annual General Meeting:**  
None provided

**Moved:**                      **Seconded:**

**4. Business Arising from Previous AGM:**  
**Nil raised**

## 5. Reports

### 5.1 Chairperson's Report:

**Nil reported**

## 5.2 Treasurer's Report:

**Books have been returned by accountant today, report attached.  
Josh and Steve accepted Treasurers report for 2015/2016.**

### **5.3 User Group Reports:**

**All user groups positions for committee remain as previous.**

## **6. Election of Office Bearers**

**All positions declared vacant.**

**6.1 Chairperson                      Name: Jenny Elliott**

**Moved:    Kylie Wright    Seconded: Sean Padman                      CARRIED**

**6.2 Secretary                      Name: Kylie Wright**

**Moved: Mick Pleydell    Seconded: Steve Noble                      CARRIED**

**6.3 Treasurer                      Name: Vanessa Randle**

**Moved: Sean Padman    Seconded:    Jenny Elliott                      CARRIED**

### **6.4 Special Committee Fact Sheet read:**

**Terms of reference received by all members.**

## **7. Schedule of Fees:**

**Denis proposed club fees remain at \$750 annually**

**Hire of clubrooms – Bond will be at committee's discretion and joint agreement.**

**Bond is set at \$100 per night booking.**

**Signatories remain the same, (Jenny Elliott, Kylie Wright and Vanessa Randle) Brad Mynott to be removed by Kylie at the Commonwealth Bank Sale.**

**Seconded by Darren.**

**CARRIED**

## **8. Committee's Rules for the Reserve:**

**Included in terms of reference.**

## **9. Forward Planning Strategies:**

**Continue working towards achieving Committee's goals.**

**Concept design for new pavilion is underway.**

## **10. Next Calendar Year Meeting Dates:**

**Meetings to be held 2<sup>nd</sup> Monday of every month at 7.30pm at Recreation club rooms.**

## **11. Next Annual General Meeting:**

**October 9<sup>th</sup> 2017**

**Meeting Closed Time: 8.10 pm**

## **BRIAGOLONG RECREATION RESERVE**

### **PRESIDENT'S REPORT 2015/2016**

The 2015/16 year saw us continue with the upgrade of our kitchen facilities, the installation of new cricket nets, removal of the old toilet block and widening of the Forbes street entrance gates. We also had 2 working bees where we managed to fix a variety of smaller maintenance jobs and generally clean which has resulted in the reserve as a whole looking quite presentable.

The 4 main user clubs (cricket, tennis, pony club and junior football) are travelling well with member numbers and teams climbing in all.

- This year we didn't get a lot of hire bookings but the reserve is still available if required.
- The ovals also received another top dressing which continues to improve the surface for all users.
- The committee began discussions with the main reserve users and Wellington Shire regarding the opportunity for future upgrades to our clubrooms and facilities with the addition of social rooms for all users. The discussions have been going well.

Overall the year was productive and positive and I look forward to more ideas and improvements to our facilities in the coming year.

*Jennifer Elliott*

**President**

Briagolong Rec Reserve

Committee of management



## AUDIT & ADVISORY

Web: [www.dmgfinancial.com.au](http://www.dmgfinancial.com.au)  
e-mail: [admin@dmgfinancial.com.au](mailto:admin@dmgfinancial.com.au)

### INDEPENDENT AUDITOR'S REPORT

To the Briagolong Recreational Reserve

We have audited the Statement of Receipts and Expenses ("the statement") of Briagolong Recreational Reserve for the year ending 30 June 2016. The statement has been prepared by the committee members based on the financial reporting framework required by the Wellington Shire Council Terms of Reference ("Terms of Reference").

#### Committee Members' Responsibility for the Statement

The committee members are responsible for the preparation of the statement in accordance with the Terms of Reference and for such internal control as the committee members determine is necessary to enable the preparation of the statement that is free from material misstatement, whether due to fraud or error.

#### Auditor's Responsibility

Our responsibility is to express an opinion on the statement based on our audit. We have conducted our audit in accordance with Australian Auditing Standards. Those standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the statement is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the statement. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the statement, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation of the statement in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of any accounting estimates made by the committee members, as well as evaluating the overall presentation of the statement.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified audit opinion.

#### Independence

In conducting our audit, we have complied with the independence requirements of the standards issued by the Accounting Professional and Ethical Standards Board (APESB).

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GippsAudit Pty Ltd - Trading as DMG Audit & Advisory - ABN 29 166 656 677  
67-71 Foster Street, (Mail to: PO Box 1033), SALE Vic 3850. Phone (03) 5144 4422  
156 Commercial Road (Mail to: PO Box 130), YARRAM Vic 3971. Phone (03) 5182 5544  
Liability limited by a scheme approved under Professional Standards Legislation



#### **Basis for Qualified Opinion**

##### *Cash Receipts*

It is impracticable to establish controls over all monies received prior to entry into the financial records. Accordingly, as the evidence available to audit regarding revenue was limited, our audit procedures were restricted to the amounts recorded in the financial records.

#### **Qualified Opinion**

In our opinion, except for the possible effects of the matters described in the Basis for Qualified Opinion paragraph, the financial information in the statement, being the Statement of Receipts and Expenses for the year ending 30 June 2016, is prepared in all material respects in accordance with the Wellington Shire Council Terms of Reference.

#### **Basis of Accounting**

Without further modifying our opinion, we draw attention the fact that the statement has been prepared for the purpose of fulfilling the committee members' reporting responsibilities under the Wellington Shire Council Terms of Reference. As a result, the statement may not be suitable for another purpose.

A handwritten signature in black ink, appearing to read 'RWrigglesworth'.

Rochelle Wrigglesworth  
Director  
GippsAudit Pty Ltd

Date: 14 November 2016  
Place: Sale

**Briagolong Recreation Reserve  
Statement of Receipts and Expenses  
for the year ended June 30, 2016**

	2015/16	2014/15	2013/14	2012/13
<b>CASH AT BANK JULY 1ST</b>	<b>\$ 15418.41</b>	<b>\$ 11993.32</b>	<b>\$ 7172.09</b>	<b>\$ 12541.61</b>
<b>Receipts</b>				
Rent	2650.00	2150.00	2400.00	2900.00
Wellington Shire - Operating Subsidy	14587.00	14163.00	13751.00	13350.00
Sale of Scrap (metal)			110.50	
Donations		387.50	102.40	0.00
Interest	4.57	3.88	4.84	5.72
Wellington Shire - Grants		5000.00	0.00	0.00
Misc income (overpayment reimbursement)	250.00			
GST Refunds	1041.92	1161.52	725.36	1546.52
<b>TOTAL RECEIPTS</b>	<b>18533.49</b>	<b>22865.90</b>	<b>17094.10</b>	<b>17802.24</b>
<b>Expenditure</b>				
Audit Fee	319.00	294.80	286.00	286.00
Asset Purchase	281.50	1350.00	297.90	7000.00
Cleaning	1020.00	1418.75	1416.12	1526.37
Gas		411.00	66.00	330.00
Electricity	4459.88	4243.89	5461.07	4902.76
Maintenance/Facilities	9755.17	8589.45	2408.45	4956.95
Maintenance/Equipment	636.60	1163.25	1002.02	2892.06
Miscellaneous items		995.78	162.09	
Water	3919.93	1056.88	2559.22	1407.98
GST Paid	0.00	0.00	0.00	77.64
<b>TOTAL EXPENDITURE</b>	<b>20392.08</b>	<b>19523.80</b>	<b>13658.87</b>	<b>23379.76</b>
<b>Net Surplus(loss) Year Ending</b>	<b>-1858.59</b>	<b>-1858.59</b>	<b>3435.23</b>	<b>-5577.52</b>
<b>Add: outstanding cheques</b>	<b>149.60</b>	<b>83.00</b>	<b>1386.00</b>	<b>208.00</b>
<b>BALANCE OF CASH AT BANK JUNE 30TH</b>	<b>13709.42</b>	<b>15418.42</b>	<b>11993.32</b>	<b>7172.09</b>

I hereby certify that the above statement is a true record of the income, expenses and financial activities of the Briagolong Recreation Reserve, the statement is unaudited and amounts presented are inclusive of GST to be consistent with the previous year's reporting.

Treasurer: Vanessa Randle ..... *V. Randle*

Dated: 22 July 2016

Transaction records, Ledger, minutes and treasurers reports of the Briagolong Recreation Reserve, for the 2015/16 financial year, to be audited by:

DMG Financial Pty Ltd  
67-71 Foster St, Sale Vic 3850  
PH: 51444422

**Briagolong Recreation Reserve Committee**  
**DRAFT Budget for the 2016/17 financial year**  
 As At July 23 2016

	Budget \$
<i>Projected income</i>	
WSC Operating Subsidy	14587
Annual Rentals (Proposed)	3000
WSC Facilities maintenance funding	1386
Hire of Facilities Fees	
GST Returns	1100
Fund Raising (catering etc)	0
Donation	0
Interest	4
Sub Total	<b>\$20,077</b>

<i>Projected expenditure</i>	
Cleaner	2000
Hospitality/Cleaning Products	350
Unpresented chq's relating to previous year	150
Utilities Electricity	4600
Water	3500
Gas	220
Maintenance Equipment	800
Facilities	4100
Kitchen upgrade grant	300
Fuel	750
Services Audit	329
CFA	120
WSC - kitchen registration	875
Southern Rural Water license	400
Sub Total	<b>\$18,493</b>

<u>Projects</u>			
Maintenance	Facilities	Top Dress Ovals	2000
Maintenance	Facilities	Brian Wheatley audit list	2100

Total Remaining from Budget Allocation	<b>\$1,584</b>
--	----------------

**BRIAGOLONG RECREATION RESERVE**  
**Special Committee of Council**

**MINUTES**

**MEETING DATE: 21<sup>st</sup> NOVEMBER 2016**

**MEETING TIME: 7.30 PM**

**MEETING VENUE: BRIAGOLONG RECREATION RESERVE**

Meeting Opened Time: 8.12pm

**1. Present/apologies**

Name	Title	Representing	Present/Apology
Jenny Elliot	President	Briagolong & District Pony Club	Present
Kylie Wright	Secretary	Briagolong & District Pony Club	Present
Vanessa Randle	Treasurer	Briagolong Tennis Club	Present
Mick Pleydell		Briagolong Tennis Club	Present
Sean Padman		Briagolong Cricket Club	Present
Denis Murphy		Briagolong Cricket Club	Present
Stephen Noble		Community	Present
Darren Randle		Community	Present
Josh Harry		Community	Present
Jess Fry		Briagolong Junior Football	Apology
Sharn Anlezark		Briagolong Junior Football	Apology

**Quorum achieved: YES**

**2. Declaration of conflicts of interest: NIL**

**3. Confirmation of minutes of previous meeting (note any corrections)**

**Moved:** Denis

**Seconded:** Jenny

**4. Business arising from previous meeting:**

- None discussed

**5. Correspondence in:**

- NIL

**6. Correspondence out -**

- NIL

**7. Reports –**

**7.1 Presidents report –**

- NIL

**7.2 Treasurers report -**

- Accountant completed books and report today. Vanessa presented September and October reports. Accepted and moved that they were true and correct.
- Cheques written out and signed at meeting:  
Southern Rural Water \$390.50  
Sean – reimbursement for fuel and purchase of range hood \$62.80 and \$212.  
Vanessa – reimbursement for working bee materials and catering \$503.80

**7.3 User group reports –**

**Cricket club –**

- Junior team's going really well. English player's settling in well, very involved and enthusiastic with junior teams.

**Football club –**

- Not present.

### **Pony Club –**

- Christmas Rally coming up on the 3<sup>rd</sup> December.
- Dressage Competition Day being held at Briagolong on Sunday 4<sup>th</sup> December.

### **Community –**

- Foothills festival coming up.
- Gala night was a huge success.
- Market is on this weekend.
- Tractor Pull was successful for Pony Club and tennis club fundraisers.

### **Tennis Club –**

- Juniors going really well.
- Tennis Victoria Representative visited – discussions held with them paying for half cost of redoing court surfaces.

### **Shire –**

- NIL representation present.

**8. Volunteers:** NIL this month

### **9. OHS/Risk/Facility Fault report:**

- **Disability access concerns still being raised by community members.**
- **Junior teenage tennis player quite distraught by urinals being present in girl's toilet/shower facilities.**

### **10. New Rules of the Committee:**

- All members to read.

### **General Business –**

- Motion moved that a fuel account be opened at Carmody's in Sale – signatories will be Sean Padman and Darren Randle, accepted by Mick and Kylie.
- August 2017 – Pony Club and Cricket Club need to meet for listing of usage needs of grounds – this will eliminate clashes which has recently occurred.
- Sean will contact a colleague regarding whether they are interested in removing the concrete tank.
- Kylie sent a text message to Jess re: what is happening with old cricket nets.
- Bendigo account – Vanessa will speak with Cheryl from shire re: account options.
- Kitchen range hood is in kitchen – requires fitting – Darren will liaise with Andrew Fairhall.
- Marcus Stone (Shire) is currently in talks with James Couper from JJC Design (Traralgon) re: pavilion design plans.

Meeting closed: 9.06 pm

**8. Next meeting:** - 12<sup>th</sup> December 2016 @ 7.30pm

## Treasurers Report for meeting held October 2016

Reconciled Statement for September 30 2016

Cash at Bank as at 31/08/2016 14,714.60

### Income:

#### September

Bank Interest	0.41	
		0.41

### Payments:

#### September

Energy Australia	130	
Abicor - toilet paper, hand towel	81.85	
Gibsons Groundspread - top dressing REVIVE compost	1,663.20	
Energy Australia	702.31	
		2,577.77

Reconciled Bank Balance to date 12,137.24

unpresented chq's & deposits

closing balance of accounts to date 12,137.24

Cheques to be authorised

Balance Remaining to date... 0.00  
12,137.24

incoming correspondence:

*outgoing correspondence:*

---

## Treasurers Report for meeting held November 2016

Reconciled Statement for October 31 2016

Cash at Bank as at 30/09/2016 12,137.24

### Income:

#### October

Bank Interest 0.33

0.33

### Payments:

#### October

Bunnings - facility maintenance and kitchen renovations 246

245.96

Reconciled Bank Balance to date 11,891.61

unpresented chq's & deposits

closing balance of accounts to date 11,891.61

Cheques to be authorised

Balance Remaining to date... 0.00  
11,891.61

incoming correspondence:

*outgoing correspondence:*

---

**ITEM C5.2****CAMERON SPORTING COMPLEX COMMITTEE OF MANAGEMENT MINUTES**

DIVISION: COMMUNITY AND CULTURE  
 ACTION OFFICER: MANAGER ACTIVE COMMUNITIES  
 DATE: 21 FEBRUARY 2017

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

**OBJECTIVE**

For Council to receive the minutes from the Cameron Sporting Complex Committee of Management's Annual General Meeting held on 17 November 2016, including audited financial report, and Ordinary Meetings held on 22 September 2016 and 20 October 2016, including financial statements.

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

***That Council receive the minutes from the Cameron Sporting Complex Committee of Management's Annual General Meeting held on 17 November 2016, including audited financial report, and Ordinary Meetings held on 22 September 2016 and 20 October 2016, including financial statements.***

**BACKGROUND**

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

The objectives of the Special Committee are:

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

As provided under the Committee's Instrument of Delegation the minutes of all meetings are to be presented to Council and highlight the day to day activities being undertaken by the Committee.

Conflict of Interest: It was noted that conflicts of interest were called for at the commencement of the Ordinary Meetings, with no conflicts being declared.

## **OPTIONS**

Council has the following options:

1. Receive the minutes from the Cameron Sporting Complex Committee of Management's Annual General Meeting held on 17 November 2016, including audited financial report, and Ordinary Meetings held on 22 September 2016 and 20 October 2016, including financial statements; or
2. Seek further information to be considered at a future Council Meeting.

## **PROPOSAL**

That Council receive the minutes from the Cameron Sporting Complex Committee of Management's Annual General Meeting held on 17 November 2016, including audited financial report, and Ordinary Meetings held on 22 September 2016 and 20 October 2016, including financial statements.

## **CONFLICT OF INTEREST**

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

## **LEGISLATIVE IMPACT**

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

## **COUNCIL POLICY IMPACT**

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

## **COUNCIL PLAN IMPACT**

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

### Strategic Objectives

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

### Strategy 4.2

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

## **CONSULTATION IMPACT**

Meetings held by the Cameron Sporting Complex Committee of Management are open to the public.

# CAMERON SPORTING COMPLEX

## Special Committee of Council

### ANNUAL GENERAL MEETING MINUTES

17 November 2016, 6.30pm, Cameron Sporting Complex

Meeting Opened Time: 6.55pm

WELLINGTON  
SHIRE COUNCIL

22 NOV 2016

RECEIVED

#### 1. Present / Apologies

Name	Title	Representing	Present / Apology
Malcolm Hole	Councillor		x
Brad Spinner	Chairperson	Community	x
Peter Anderson	Vice Chairperson	Community	x
Tracy Cameron	Secretary	Community	x
Anna Gaw	Treasurer	Community	x
Timothy Kemp		Community	x
Paul Durrant		Maffra Cricket	x
Yvonne Higgins		Maffra Basketball	x
Bronwyn Hillbrich		Maffra Hockey	x
Pat Weatherley		Maffra Junior Football	x
Prue Berry		Maffra Gymnastics	x

**Quorum Achieved Yes**

#### 2. Declaration of Conflicts of Interest - Nil

#### 3. Confirmation of Minutes of Previous Annual General Meeting

**Moved:** Peter Anderson      **Seconded:** Yvonne Higgins      **CARRIED**

#### 4. Business Arising from Previous AGM - nil

#### 5. Reports

**5.1 Chairperson's Report** - attached

**5.2 Treasurer's Report** - attached

**Moved:** Anna Gaw **Seconded:** Pat Weatherley **CARRIED**

## 6. Election of Office Bearers

Brad Spinner handed over control of the meeting to Malcolm Hole who **declared all office bearer positions vacant.**

**6.1 Chairperson** **Name:** Brad Spinner

**Moved:** Peter Anderson **Seconded:** Anna Gaw **CARRIED**

**6.2 Vice-Chairperson** **Name:** Peter Anderson

**Moved:** Brad Spinner **Seconded:** Yvonne Higgins **CARRIED**

**6.3 Secretary** **Name:** Tracy Cameron

**Moved:** Yvonne Higgins **Seconded:** Anna Gaw **CARRIED**

**6.4 Treasurer** **Name:** Anna Gaw

**Moved:** Pat Weatherley **Seconded:** Brad Spinner **CARRIED**

Malcolm thanked the committee for their hard work throughout the past year. The Complex and committee have exciting times ahead with the hopeful extension of the stadium facility. Malcolm has also been reappointed as our representative. Malcolm then handed control of the meeting back to Brad.

**Meeting Closed Time:** 7.20pm

**These minutes are:**

**Confirmed as true and correct on .....**  
**Date**

**Or**

**Corrections have been made and noted at the meeting on .....**  
**Date**

**Chairperson Signature.....**

### **Cameron Sporting Complex – 2016 Chairman's Report**

Presented by Brad Spinner 17 Nov 2016

Thank you to all of the committee members who make the effort each month to attend the meetings and support the development of all users at the Cameron Sporting Complex. It is a pleasure to have your input and assistance in the growth of the facility.

Thank you to the executive committee members. Peter for providing invaluable support and guidance as well as chairing meetings when I am absent. Thank you to Tracy for her job as Secretary. A huge thank you to Anna who does a lot of work in the treasurer's role and organisation of the user groups along with general council correspondence. We are in a strong position financially but this will have to be monitored as maintenance is always required and the mowing contract has effectively doubled in value from previous years.

Congratulations to each of the clubs who have all had stellar years with some great results in Basketball with athletes representing Victoria at Primary and Secondary school levels. Well done to Gymnastics who have had several State Champions and to Tom Finlay who represented Victoria in the Double Mini Tramp placing 6<sup>th</sup> in Australia in the first year Maffra has had trampoline competitors outside of their own club. Junior Football has had excellent numbers; hockey has also been played around the region with Maffra representation. The cricket club have full teams in all divisions and are hopefully in for a great 2016 / 17 season.

It has been also a very frustrating year with the development? Of the bore or lack of! It would be fantastic if we could focus on other issues around the complex rather than seemingly devoting all of our time to water! Let's hope 2017 will resolve these issues and we can move forward with a bigger and better development of the complex.

Thank you all

Brad Spinner

### **Special Purpose Independent Audit Report**

To the Committee of Management for the Cameron Sporting Complex

#### *Report on the Financial Statement*

We have audited the accompanying financial statement for the Cameron Sporting Complex being a special purpose financial statement which comprises the statement of Receipts and Payments for two bank accounts and statements of reconciliation for both accounts as operated by the Committee of Management for the year ended, 30 June 2016.

#### *Committee's Responsibility for the Financial Statement*

The Committee of Management are responsible for the preparation and fair presentation of the financial statement and have determined the accounting policies are appropriate to meet the needs of the Committee. The Committee's responsibility also includes establishing and maintaining internal controls relevant to the preparation and fair presentation of the financial statement that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

#### *Auditor's Responsibility*

Our responsibility is to express an opinion on the financial statement based on our audit. No opinion is expressed as to whether the accounting policies used, are appropriate to meet the needs of the Committee. We conducted our audit in accordance with Australian Auditing Standards. These Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial statement is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statement. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statement, whether due to fraud or error. In making those risk assessments, the auditor considers internal controls relevant to the entity's preparation and fair presentation of the financial statement in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting

policies used and the reasonableness of accounting estimates made by the Committee, as well as evaluating the overall presentation of the financial statement.

The financial statement has been prepared for the benefit and use of the Committee and for the purpose of fulfilling the Committee's financial reporting requirements. We disclaim any assumption of responsibility for any reliance on this report or on the financial statement to which it relates to any person other than the Committee, or for any purpose other than that for which it was prepared.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### *Independence*

In conducting our audit, we have complied with the independence requirements of the Corporations Act 2001.

#### *Auditor's Opinion*

In our opinion:

- a) the financial statement of The Committee of Management for the Cameron Sporting Complex provides:
- i) A true and fair view of the Committee's financial position as at 30<sup>th</sup> June 2016 and of its performance for the year ended; and
  - ii) present a view which is consistent with our understanding of the entity's financial position and the results of its operations.

Date 27<sup>th</sup> September 2016

Auditor: Richard G. McDowell FCA



# CAMERON SPORTING COMPLEX - COMMITTEE OF MANAGEMENT

## FINANCIAL STATEMENT - YEAR ENDED 30th JUNE 2016

### RECEIPTS

	Previous Year	Current Year
<b>Wellington Shire:</b>		
Maintenance Grant	\$ 43,210.00	\$ 45,031.65
Audit Works	\$ 2,470.70	\$ 6,249.00
<b>Reimbursements:</b>		
Basketball Association	\$ 16,818.97	\$ 19,618.19
Gymnastics	\$ 10,285.28	\$ 11,624.59
Maffra Junior Football Club		
Maffra Cricket Club		
<b>Rentals:</b>		
Maffra Cricket Club	\$ 6,300.00	\$ 6,615.00
Schools	\$ 275.00	\$ 150.00
Hockey Club	\$ 2,535.00	\$ 2,661.75
Netball Association		
Maffra Junior Football Club	\$ 6,300.00	
Miscellaneous Rentals		
<b>Add Other Income:</b>		
Miscellaneous	\$ 22.45	
GST Reimbursement	\$ 1,964.81	\$ 2,316.81
GST Collected on Receipts	\$ 4,498.35	\$ 4,691.82
Bank Interest		
<b>Transfers:</b>		
From Investment Acc	\$ 14,000.00	\$ 25,500.00
<b>Total Receipts</b>	<b>\$ 108,680.56</b>	<b>\$ 124,458.81</b>
<b>Balance forward</b>	<b>\$ 9,416.55</b>	<b>\$ 7,438.61</b>
<b>Total</b>	<b>\$ 118,097.11</b>	<b>\$ 131,897.42</b>

### Bank Reconciliation

Balance as per Bank Statement (copy attached)		\$ 10,523.61
Less unrepresented cheques		
Cheque No. 1626	\$	462.00
1633	\$	9,671.27

	\$	10,133.27
<b>Balance as at 30th June 2016</b>		<b>\$ 390.34</b>

### PAYMENTS

	Previous Year	Current Year
<b>Reserve:</b>		
Telstra		
Gippsland Water	\$ 4,988.32	\$ 9,499.18
Origin	\$ 543.87	\$ 492.55
TXU		
<b>Stadium:</b>		
Origin	\$ 1,168.84	\$ 1,280.73
TXU		
<b>Electricity -</b>	\$ 17,245.21	\$ 16,985.38
<b>Contract Cleaning:</b>		
Cleaning	\$ 19,253.37	\$ 20,796.35
<b>Mowing Contract:</b>		
Maffra Golf Club	\$ 11,500.00	\$ 12,677.27
<b>Miscellaneous:</b>		
Rubbish Collection	\$ 3,131.50	\$ 4,410.00
Toilet Supplies	\$ 657.20	\$ 830.40
Audit Costs	\$ 300.00	\$ 300.00
<b>Maintenance:</b>		
Stadium	\$ 1,429.60	\$ 9,505.33
Reserve/Pavilion	\$ 3,368.78	\$ 5,629.64
<b>Sundries:</b>		
Postage	\$ 38.19	\$ 27.28
Post Office Box	\$ 24.54	\$ 110.00
Advertising		
Materials	\$ 280.87	\$ 90.00
Equipment		
Bank Charges		
<b>Other Expenses:</b>		
GST on Expenses	\$ 5,894.19	\$ 7,295.45
GST to Shire	\$ 834.02	\$ 1,577.52
<b>Transfer:</b>		
To Investment Account	\$ 40,000.00	\$ 40,000.00
<b>Total Payments</b>	<b>\$ 110,658.50</b>	<b>\$ 131,507.08</b>
<b>Balance 30th June</b>	<b>\$ 7,438.61</b>	<b>\$ 390.34</b>
<b>Total</b>	<b>\$ 118,097.11</b>	<b>\$ 131,897.42</b>

---

**SAVINGS ACCOUNT****RECEIPTS**

	Previous Year	Current Year
Interest	\$ 146.42	\$ 304.31
Transfers In	\$ 40,000.00	\$ 40,000.00
<b>Total Receipts</b>	<b>\$ 40,146.42</b>	<b>\$ 40,304.31</b>
<b>Balance 1st July 2015</b>	<b>\$ 21,054.89</b>	<b>\$ 47,201.31</b>
<b>Total</b>	<b>\$ 61,201.31</b>	<b>\$ 87,505.62</b>

**PAYMENTS**

	Previous Year	Current Year
Bank Charges		
Transfers Out	\$ 14,000.00	\$ 25,500.00
<b>Total Payments</b>	<b>\$ 14,000.00</b>	<b>\$ 25,500.00</b>
<b>Balance 30th June 2016</b>	<b>\$ 47,201.31</b>	<b>\$ 62,005.62</b>
<b>Total</b>	<b>\$ 61,201.31</b>	<b>\$ 87,505.62</b>

**Bank Reconciliation**

Passbook Balance as at 30th June 2016

\$ 62,005.62

---

**ACCOUNT SUMMARY**

Cheque Account	\$ 390.34
Savings Passbook	\$ 62,005.62
<b>TOTAL 30TH JUNE 2016</b>	<b>\$ 62,395.96</b>

# CAMERON SPORTING COMPLEX

## Special Committee of Council

### MINUTES

**MEETING 22.9.2016, MEETING TIME 5.3pm**  
**MEETING CAMERON SPORTING COMPLEX**

Meeting Opened Time:

#### 1. Present / Apologies

Name	Title	Representing	Present / Apology
Malcolm Hole	Councillor		x
Brad Spinner	Chairperson	Community	x
Peter Anderson	Vice Chairperson	Community	x
Tracy Cameron	Secretary	Community	x
Anna Gaw	Treasurer	Community	x
Timothy Kemp		Community	x
Paul Durrant		Maffra Cricket	x
Yvonne Higgins		Maffra Basketball	x
Bronwyn Hillbrich		Maffra Hockey	x
Pat Weatherley		Maffra Junior Football	x
Prue Berry		Maffra Gymnastics	x

Quorum Achieved?      Yes /

Malcolm moved Anna be chairperson tonight seconded P. Berry

#### 2. Declaration of Conflicts of Interest. NIL

#### 3. Confirmation of Minutes of Previous Meeting (note any corrections)

Amendment: P. Weatherley did not agree to Peter's letter to the WSc from our committee.

Moved: P. Berry

Seconded: Y. Higgins

CARRIED

Chairperson to sign and date previous minutes to be filed by Secretary

#### 4. Business Arising from Previous Minutes

\*WSC not paying for basketball floors through insurance.

\*Junior football club paid the rest of there bill.

#### 5. Correspondence In

\*Safety measure manual.(new paperwork)

\*Paul Durrant: RE: damage to pitch covers, we think damage done by mowing.

\*Quotes for fencing, refer to general business.

6. Correspondence Out –

\* Date previous minutes sent to council.

7. Reports

7.1 Chairperson's Report

7.2 Treasurer's Report

Moved A. Gaw seconded P. Durrant

\*The committee has permission from WSC to pay floor repairs in stadium \$6.850.

7.3 User Group Reports

BASKETBALL:

\*New season starting. 602 registered players. (54 junior teams, 32 senior teams)

Many players from out of town from Orbost to Morwell, must be doing some thing right. Starting 10.10.16

\*Courts look great. Floor guys think the place will need re stumping in the near future. How will have to pay for this?????

HOCKEY:

\*U/13 mixed won grand final

JUNIOR FOOTBALL:

\*All finished, U12 winners and R/U, U14 R/U and U16 semi finalist.

CRICKET CLUB:

\*Five junior teams, U16, U14 x 2, and U12 x 2.

\* Seniors 1<sup>st</sup> through to 4ths.

\*Seniors start September 30th and juniors 8<sup>th</sup> October.

\* Grounds are looking great.

GYMNASTICS:

\*Senior Gippsland Championships very successful with three sessions in the one day.

\* Southern cross Classic 140 competing.

\*Holiday program was great come and play and trampolining sessions.

\*515 registered participants.

8. Volunteers

9. OHS / Risk / Facility Fault Report

10. New Rules of the Committee to be endorsed by Council

11. General Business

*Quotes for fencing.	1. Les Langshaw	\$7,700
	2.K A House & P L Burns	\$8,900
	3. Joel Powell	\$16,480

Use Les Langshaw but give him a time line. End of October

\*Talk about gating near play ground look into.

\*Paul spoke about Bark around play ground. H & S speak to tim Rowe.

\* Engineers report, (Brad).

\*Damage to pitch covers, get quotes to replace part of.

\*Volley ball, Andrew McIntosh presentation for WSC.

\*Books to be audited next week.

12. Next Meeting  
OCTOBER 20<sup>th</sup> 5.30pm?

Meeting Closed Time: 8.45

These minutes are:

Confirmed as true and correct on .....20/10/16.....  
Date

Or

Corrections have been made and noted at the meeting on .....20/10/16.....  
Date

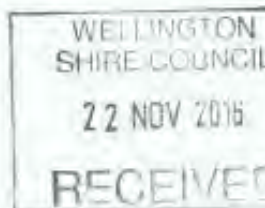
Chairperson Signature.....

# CAMERON SPORTING COMPLEX

## Special Committee of Council

### MINUTES

**MEETING 20.10.2016, MEETING TIME 5.30pm  
MEETING CAMERON SPORTING COMPLEX**



**Meeting Opened Time:**

#### **1. Present / Apologies**

<b>Name</b>	<b>Title</b>	<b>Representing</b>	<b>Present / Apology</b>
Malcolm Hole	Councillor		x
Brad Spinner	Chairperson	Community	x
Peter Anderson	Vice Chairperson	Community	x
Tracy Cameron	Secretary	Community	x
Anna Gaw	Treasurer	Community	x
Timothy Kemp		Community	x
Paul Durrant		Maffra Cricket	x
Yvonne Higgins		Maffra Basketball	x
Bronwyn Hillbrich		Maffra Hockey	x
Pat Weatherley		Maffra Junior Football	x
Prue Berry		Maffra Gymnastics	x

**VISITORS:** Marcus & Martin WSC.

**Discussion:** On bore not working as good as expected,(what to do about it), Open space and facility expansion. Council officers discussed options and will attend our November meeting after further investigations have been made. Health concerns were also raised re: people watering the grounds.

**Quorum Achieved?** Ye

#### **2. Declaration of Conflicts of Interest. NIL**

#### **3. Confirmation of Minutes of Previous Meeting (note any corrections)**

**Moved:** Y.Higgins

**Seconded:** P. Berry

**CARRIED**

**Chairperson to sign and date previous minutes to be filed by Secretary**

#### **4. Business Arising from Previous Minutes**

**NIL:**

#### **5. Correspondence In**

- \*Permission from WSC to do fencing.
- 6. Correspondence Out –
  - \* Date previous minutes sent to council.
- 7. Reports
  - 7.1 Chairperson's Report
  - 7.2 Treasurer's Report
    - Moved A. Gaw seconded P. Durrant
    - \*The committee has permission from WSC to pay for fencing
  - 7.3 User Group Reports
- BASKETBALL:
  - \*Junior skills, 40 kids going great.
  - \*CBL men & women doing well.
  - \*Five teams going to Korumburra.
  - \*Floor issues, paint peeling. Y. Higgins to follow up.
- HOCKEY:
  - NIL:.
- CRICKET CLUB:
  - \*All going well.
  - \*English import settling in well.
  - \*Girls game in two weeks.
- GYMNASTICS:
  - \*Southern Cross. 140 attended.
  - \*One more camp to go this year.
  - \*Injury at come and play day, broken leg.
  - \*work safe, RE: asbestos.
- JUNIOR FOOTBALL:
  - NIL;
- 8. Volunteers
- 9. OHS / Risk / Facility Fault Report
- 10. New Rules of the Committee to be endorsed by Council
- 11. General Business
  - \*Filled in manual.
  - \*9's football using hockey pitch, Nov 18<sup>th</sup>, 25<sup>th</sup>  
Dec 2<sup>nd</sup>, 9<sup>th</sup>, & 16<sup>th</sup>.
  - \*Fire in playground, Malcolm has it in hand,
  - \*P. Durrant bitten by dog at complex, asking about signs.
  - \*Brad to follow up on Dogs on leads sign.
  - \*Painting invoice, \$1,300. Audit \$1,000. Steve Bradley to do.
- 12. Next Meeting      AGM
- NOVEMBER 17<sup>TH</sup> 5.30 pm

Meeting Closed Time: 7.15PM

Tracy & Prue apologies.

These minutes are:

Confirmed as true and correct on .....17/11/16-.....  
Date

Or

Corrections have been made and noted at the meeting on .....  
Date

Chairperson Signature..........

# **CAMERON SPORTING COMPLEX - COMMITTEE OF MANAGEMENT** **FINANCIAL STATEMENT - MONTH ENDED 30th SEPTEMBER 2016**

## **CHEQUE ACCOUNT** **RECEIPTS**

	SEPTEMBER	Y.T.D.
<b>Wellington Shire:</b>		
Maintenance Grant		
Audit Works		\$ 3,885.00
<b>Reimbursements:</b>		
Basketball Association	\$ 2,313.66	\$ 4,552.42
Gymnastics	\$ 2,057.50	\$ 4,382.68
<b>Rentals:</b>		
Maffra Junior Football Club	\$ 2,978.64	\$ 6,615.01
Maffra Hockey Club		
Maffra Cricket Club		
Schools		
Miscellaneous Rentals		
<b>Other Income:</b>		
Miscellaneous		
GST Reimbursement	\$ 359.45	\$1,235.79
GST Collected on Receipts	\$ 734.97	\$ 1,943.50
Bank Interest		
<b>Transfers:</b>		
From Investment Acc	\$ 42,000.00	\$ 42,000.00

## **PAYMENTS**

	SEPTEMBER	Y.T.D.
<b>Electricity -</b>	\$ 4,921.26	\$ 4,921.26
<b>Reserve:</b>		
Gippsland Water		
Origin		\$ 65.64
<b>Stadium:</b>		
Origin		\$ 583.72
<b>Mowing Contract:</b>	\$ 1,790.91	\$ 2,854.55
<b>Contract Cleaning:</b>	\$ 3,934.01	\$ 5,776.31
<b>Maintenance:</b>		
Stadium		\$ 5,349.25
Reserve/Pavilion		\$ 1,799.00
<b>Miscellaneous:</b>		
Rubbish Collection	\$ 315.00	\$ 945.00
Toilet Supplies		
Audit Costs		
<b>Sundries:</b>		
PO Box Rental		
Postage		\$ 45.46
Materials		\$ 309.18
Equipment		
Bank Charges		
<b>Other Expenses:</b>		
GST on Expenses	\$ 1,096.11	\$ 2,235.36
GST on Shire		
<b>Transfer:</b>		
To Investment Account		
Term Deposit	\$ 35,000.00	\$ 35,000.00

<b>Total Receipts</b>	<b>\$ 50,444.22</b>	<b>\$ 64,614.40</b>
<b>Balance 1st July 2016</b>		<b>\$ 390.34</b>
<b>Total</b>		<b>\$ 65,004.74</b>

<b>Total Payments</b>	<b>\$ 47,057.29</b>	<b>\$ 59,884.73</b>
<b>Balance 30th September 2016</b>		<b>\$ 5,120.01</b>
<b>Total</b>		<b>\$ 65,004.74</b>

### **Bank Reconciliation**

Balance as per Bank Statement (copy attached)	\$ 5,690.01
Less unpresented cheques	
Cheque No. 1648	\$ 570.00

Balance as at 30th September 2016

\$ 570.00  
**\$ 5,120.01**

**SAVINGS ACCOUNT  
RECEIPTS**

	SEPTEMBER	Y.T.D.
Interest	\$ 15.94	\$ 59.34
Transfers In		
<b>Total Receipts</b>	<b>\$ 15.94</b>	<b>\$ 59.34</b>
Balance 1st July 2016		\$ 62,005.62
<b>Total</b>		<b>\$ 62,064.96</b>

**Bank Reconciliation**

Passbook Balance as at 30th September 2016

**PAYMENTS**

	SEPTEMBER	Y.T.D.
Bank Charges		
Transfers Out	\$ 42,000.00	\$ 42,000.00
<b>Total Payments</b>	<b>\$ 42,000.00</b>	<b>\$ 42,000.00</b>
Balance 30th September 2016		\$ 20,064.96
<b>Total</b>		<b>\$ 62,064.96</b>

\$ 20,064.96

**TERM DEPOSIT  
RECEIPTS**

	SEPTEMBER	Y.T.D.
Interest		
Transfers In	\$ 35,000.00	\$ 35,000.00
<b>Total Receipts</b>	<b>\$ 35,000.00</b>	<b>\$ 35,000.00</b>
Balance 1st July 2016		\$ -
<b>Total</b>		<b>\$ 35,000.00</b>

**Bank Reconciliation**

Term Deposit Balance as at 30th September 2016

\$ -

**PAYMENTS**

	SEPTEMBER	Y.T.D.
Bank Charges		
Transfers Out		
<b>Total Payments</b>	<b>\$ -</b>	<b>\$ -</b>
Balance 30th September 2016		\$ 35,000.00
<b>Total</b>		<b>\$ 35,000.00</b>

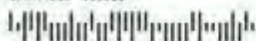
\$ 35,000.00

**ACCOUNT SUMMARY**

Cheque Account	\$ 5,120.01
Savings Passbook	\$ 20,064.96
Term Deposit	\$ 35,000.00
<b>TOTAL 30th September 2016</b>	<b><u>\$ 60,184.97</u></b>



004107266 009635



WELLINGTON SHIRE COUNCIL  
PO BOX 618  
MAFFRA VIC 3860

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### Any questions?

Contact Manager at 146 Johnson Street, Maffra 3860  
on **03 5141 1999**, or call **1300 BENDIGO**  
(1300 236 344).

### Bendigo Statement of Account

Date	Transaction	Withdrawals	Deposits	Balance
<b>Opening balance</b>				<b>\$3,420.88</b>
1 Sep 16	<b>Monthly Transaction Summary</b>			
	CHEQUE WITHDRAWALS (8 @ 0.70)	5.60		
	<b>Total Transaction Fees</b>	<b>5.60</b>		
	ACCOUNT REBATE		5.60	
	<b>Total Rebates</b>		<b>5.60</b>	
	<b>Net Transaction Fees for August 16</b>	<b>0.00</b>		3,420.88
1 Sep 16	CHEQUE 1646	346.50		3,074.38
2 Sep 16	DIRECT CREDIT 4430 WELLINGTON SHIRE 0691086554		359.45	3,433.83
6 Sep 16	DEPOSIT - CHEQUE(S) #Chq:1		3,276.50	6,710.33
8 Sep 16	TRANSFER 118182732		42,000.00	48,710.33
9 Sep 16	CHEQUE 1649	295.00		48,415.33
12 Sep 16	CHEQUE 1654	5,413.39		43,001.94
14 Sep 16	CHEQUE 1653	1,970.00		41,031.94

...continued overleaf >

### Transaction History Statement

Date	Transaction	Withdrawals	Deposits	Balance
14 Sep 16	CHEQUE 1655	35,000.00		6,031.94
15 Sep 16	CHEQUE 1652	346.50		5,685.44
19 Sep 16	CHEQUE 1651	4,327.40		1,358.04
20 Sep 16	DIRECT CREDIT GYMNASTICS CLUB MAFFRA GYMNASTIC 0694403181		2,263.25	3,621.29
27 Sep 16	DEPOSIT - CHEQUE(S) #Chq:1		2,545.02	6,166.31
27 Sep 16	CHEQUE 1647	476.30		5,690.01
<b>Transaction totals / Closing balance</b>		<b>\$48,175.09</b>	<b>\$50,444.22</b>	<b>\$5,690.01</b>

Bendigo Bank suggests you carefully check all entries on your statement. Apparent errors or possible unauthorised transactions are to be promptly reported to your branch. It is important that you notify Bendigo Bank of any disputed transactions as soon as possible as Bendigo Bank's ability to investigate disputed transactions and to subsequently process a chargeback in your favour is restricted by the time limits imposed under the operating rules of the applicable credit card scheme. If you wish to obtain further information about this product (including your chargeback rights) or you have a question or concern about your account or its operation please contact your local Bendigo Bank Branch (details supplied on the front of the statement).

If you are not satisfied with the response you can contact our Customer Help Centre, The Bendigo Centre, Bendigo VIC 3550 (PO Box 480, Bendigo VIC 3552) or by telephone on 1300 361 911. If your concern or complaint cannot be promptly resolved, we will provide you with a response in a reasonable time.

All card transactions made in currencies other than Australian dollars will incur a fee of 3% of the transaction value. (Additional charges may apply for cash transactions.)



## Your opinion matters.

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Bendigo and Adelaide Bank Limited ABN 11 068 049 178 AFSL/Australian Credit Licence 237879



## **D. URGENT BUSINESS**



## **E. FURTHER GALLERY AND CHAT ROOM COMMENTS**



**F. CONFIDENTIAL ATTACHMENT/S**

**F. CONFIDENTIAL ATTACHMENT/S**



## **G. IN CLOSED SESSION**

# **G. IN CLOSED SESSION**

### **COUNCILLOR**

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

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

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### **IN CLOSED SESSION**

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### **COUNCILLOR**

**That:**

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