



**WELLINGTON**

SHIRE COUNCIL

*The Heart of Gippsland*

## **Council Meeting Agenda**

**Meeting to be held at**

**Port of Sale Business Centre**

**Foster Street, Sale**

**Tuesday 19 December 2017, commencing at 6pm**

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# ORDINARY MEETING OF COUNCIL – 19 DECEMBER 2017

## AGENDA & TABLE OF CONTENTS

	ITEM	PAGE NUMBER
<b>A</b>	<b>PROCEDURAL</b>	
A1	STATEMENT OF ACKNOWLEDGEMENT AND PRAYER	
A2	APOLOGIES	
A3	DECLARATION OF CONFLICT/S OF INTEREST	
A4	CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETING	8
A5	BUSINESS ARISING FROM PREVIOUS MEETING/S	9
A6	ACCEPTANCE OF LATE ITEMS	10
A7	NOTICES OF MOTION	11
A8	RECEIVING OF PETITIONS OR JOINT LETTERS	12
	ITEM A8(1) Outstanding Petitions	13
A9	INVITED ADDRESSES, PRESENTATIONS OR ACKNOWLEDGEMENTS	14
A10	QUESTIONS ON NOTICE	15
A11	MAYORS REPORT	16
	ITEM A11(1) MAYOR and COUNCILLOR ACTIVITIY REPORT	17
A12	YOUTH COUNCIL REPORT	19
	ITEM A12(1) YOUTH COUNCIL REPORT	20
<b>B</b>	<b>REPORT OF DELEGATES</b>	22
	ITEM B – NATIONAL TIMBER COUNCILS ASSOCIATION DELEGATE REPORT	23
<b>C</b>	<b>OFFICERS' REPORT</b>	
	<b>C1 CHIEF EXECUTIVE OFFICER</b>	24
	ITEM C1.1 CHIEF EXECUTIVE OFFICERS REPORT	25
	ITEM C1.2 NOVEMBER 2017 PERFORMANCE REPORT	26

	<b>C2 GENERAL MANAGER CORPORATE SERVICES</b>	36
	ITEM C2.1 ASSEMBLY OF COUNCILLORS	37
	<b>C3 GENERAL MANAGER DEVELOPMENT</b>	42
	ITEM C3.1 MONTHLY PLANNING DECISIONS – SEPTEMBER 2017	43
	ITEM C3.2 QUARTLERLY STRATEGIC LAND USE PLANNING UPDATE	51
	ITEM C3.3 NINETY MILE BEACH SUBDIVISIONS COMPULSORY ACQUISITION OF COASTAL DUNE LAND	57
	<b>C4 GENERAL MANAGER BUILT &amp; NATURAL ENVIRONMENT</b>	68
	ITEM C4.1 ASPHALT RESHEETING URBAN STREETS	69
	ITEM C4.2 DUNDAS STREET NORTH AND SOUTH SPECIAL CHARGE SCHEME	71
	ITEM C4.3 MARLEY STREET NORTH SPECIAL CHARGE SCHEME	73
	ITEM C4.4 SUPPLY OF ELECTRICITY TO LARGE BUILDING, FACILITIES AND UNMETERED STREET LIGHTING SITES CONTRACT (MAV Number EC8310-2018)	76
	<b>C5 GENERAL MANAGER COMMUNITY AND CULTURE</b>	79
	ITEM C5.1 THE WEDGE PERFORMING ARTS CENTRE ADVISORY GROUP MINUTES	80
	ITEM C5.2 BRIAGOLONG RECREATION RESERVE S86 COMMITTEE OF MANAGEMENT AGM MINUTES, TERMS OF REFERENCE AMENDMENT AND MEMBERSHIP	85
	ITEM C5.3 CAMERON SPORTING COMPLEX COMMITTEE OF MANAGEMENT MINUTES	96
	ITEM C5.4 MAFFRA RECREATION RESERVE COMMITTEE OF MANAGEMENT MINUTES AND MEMBERSHIP	104
	ITEM C5.5 NEWRY RECREATION RESERVE COMMITTEE OF MANAGEMENT MINUTES	109
<b>D</b>	<b>URGENT BUSINESS</b>	113
<b>E</b>	<b>FURTHER GALLERY AND CHAT ROOM COMMENTS</b>	113

<b>F</b>	<b>CONFIDENTIAL ATTACHMENTS</b>	114
	ITEM F1.1 NINETY MILE BEACH SUBDIVISIONS COMPULSORY ACQUISITION OF COASTAL DUNE LAND (Refer to Agenda Item C3.3)	115
	ITEM F1.2 CONTRACT 2018-037 ASPHALT RESHEETING URBAN STREETS (Refer to Agenda Item C4.1)	116
	ITEM F1.3 CONTRACT 2018-036 DUNDAS STREET RECONSTRUCTION WORKS (Refer to Agenda Item C4.2)	117
	ITEM F1.4 CONTRACT 2018-034 MARLEY STREET NORTH RECONSTRUCTION WORKS (Refer to Agenda Item C4.3)	118
	ITEM F1.5 ELECTRICITY CONTRACT MAV (EC 8310-2018) (Refer to Agenda Item C4.4)	119
	ITEM F1.6 BRIAGOLONG RECREATION RESERVE COMMITTEE OF MANAGEMENT MEMBERSHIP (Refer to Agenda Item C5.2)	120
	ITEM F1.7 MAFFRA RECREATION RESERVE COMMITTEE OF MANAGEMENT MEMBERSHIP (Refer to Agenda Item C5.4)	121
<b>G</b>	<b>IN CLOSED SESSION</b>	122
	ITEM G1.1 STRATFORD OPEN SPACE LAND ACQUISITION	123



## 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:

19 DECEMBER 2017

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**OBJECTIVE**

To adopt the minutes of the Ordinary Council Meeting of 5 November 2017.

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

***That Council adopt the minutes and resolutions of the Ordinary Council Meeting of 5 December 2017.***

**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:

19 DECEMBER 2017

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ITEM	FROM MEETING	COMMENTS	ACTION BY
NIL			



## **A - PROCEDURAL**

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



## **A - PROCEDURAL**

### **A10 QUESTIONS ON NOTICE**



## **A - PROCEDURAL**

# **A11 MAYOR and COUNCILLOR ACTIVITY REPORT**



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

OFFICER:

COUNCILLOR CAROLYN CROSSLEY

DATE:

19 DECEMBER 2017

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

9 November 2017 to 7 December 2017

9 November	Meeting with Steph Ryan MP, Deputy and Shadow for Training, Skills, Youth and Water & Councillors	Mayor Crossley attended.
11 November	Remembrance Day Service, Sale	Mayor attended
	Remembrance Day Service, Heyfield	Cr Hole attended
	Remembrance Day Service, Yarram	Cr Stephens attended
12 November	Sale & District Model Exhibition and Flying Display, Sale	Deputy Mayor Bye attended
16 November	Latrobe Valley Authority Forum, Sale	Mayor Crossley and Cr Hole attended
17 November	Gippsland Local Government Network	Mayor Crossley attended.
22 November	Victoria Police CommSafe Forum, Sale	Mayor Crossley, Cr Hole and Chief Executive Officer attended.
	WRT Meet with local Briagolong Tourism & Traders	Cr Hall & Cr Maher attended
23 November	Gippsland Community Power Hub Meeting, Traralgon	Cr McCubbin attended
	Gippsland Community Leadership Program 2017 Graduation, Traralgon	Mayor Crossley attended
25 November	White Ribbon Event: Shining the Light, Sale	Mayor Crossley and Deputy Mayor Bye attended
	Make a Wish Foundation: Riley Shaw head shave, Rosedale	Mayor Crossley attended
26 November	Great Victorian Bike Ride: Rider Presentations, Foster	Cr Stephens attended

27 November	Great Victorian Bike Ride: Rider Presentations, Seaspray	Cr McCubbin attended.
	Wellington Disability Transition Network: Inspiring Young People with a Disability, Sale	Cr McCubbin attended
29 November	Youth Council 2017 Presentation Night	Mayor Crossley, Cr McCubbin, Cr Hole, Cr Hall, Cr Maher, Cr Ripper attended
4 December	Ms Harriet Shing MLC Press Conference: West Sale Airport	Mayor Crossley attended.
	Ms Harriet Shing MLC Funding Announcement: Yarram Recreation Reserve	Cr Maher and Chief Executive Officer attended
	Catholic College Sale Annual Awards Presentation Night, Sale	Cr McCubbin attended
7 December	Latrobe Valley Authority Local Government Forum with Ms Harriet Shing MLC, Morwell	Mayor Crossley and Chief Executive Officer attended
	Council Community Conversation with Gormandale Community House, Gormandale	Mayor Crossley, Cr Stephens, Cr Maher attending
	RAAF Graduation Parade and Dinner	Mayor Crossley and Chief Executive Officer attending

**COUNCILLOR CAROLYN CROSSLEY  
MAYOR**



## **A - PROCEDURAL**

# **A12 YOUTH COUNCIL REPORT**

**RECOMMENDATION**

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

Good evening Councillors

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

I'd also like to acknowledge my fellow Youth Councillors who have come along to support me, and to sit in on the formal Council meeting.

We'd been told that things slow up for this last quarter of the year – but I do feel we've been misled! September started with our 3<sup>rd</sup> Year 9 Mental Health Day with Brian Jeffrey – this year the event was held over 2 days, allowing every Year 9, from each of our 5 secondary schools, attend. Our Year 9 Youth Councillors all got the opportunity to be interviewed by WIN TV which was a great experience for them.

In keeping with the Mental Health theme, we ran our first (of many we hope) "Upswing" youth festival in the Sale Mall in October. We all learnt a lot on the way with this event, and are proud of what we achieved. The post event evaluation will assist us next year in strengthening the event. With 1 in 4 young people experiencing some form of mental illness we believe that we need to continue working positively in this space.

Last quarterly report I spoke of our participation in the Gippsland Regional Assembly which we all, without exception, found to be a great experience. This quarter eight of us attended the Federation Training community forum. Again, a positive experience for us all.

Despite coming to the close of the year, we are still working on a couple of projects – lockers for the Sale Mall area, a homework club called "Extra Time" to be run out of the new Sale Library, and of course the February Youth Summit. We have also supported various community events through volunteering, as well as giving Propellor a hand with their various gigs.

Propellor has continued to do a terrific job providing opportunities to young people to enjoy, participate in and organise music events across Wellington. They held their final Open Mic night in October to a capacity crowd, and their organisation and delivery of the Regional Battle of the Bands at the Bundy Hall was fantastic!

We are meeting with the Yarram Youth Unite group again in the coming week to hear about their Youth Action Plan for Yarram, and look forward to some good conversation.

A couple of weeks ago we held our 2017 Youth Council Presentation Night at the Bond Street Event Centre. It was a lovely night, and I'd like to thank Councillors who attended. It was great to look back and celebrate what we've done this year.

I believe about six of us are continuing as Youth Councillors next year as we transition to financial year term for Youth Councillors. It'll be busy for us as there is lots happening over the first six months, but we are excited and look forward to the challenges and opportunities that lie ahead.

Thank you again for your ongoing support.

ALEXANDRA NAIR  
Youth Mayor



## **B –REPORT**

# **DELEGATES**

## DELEGATE REPORT B1      NATIONAL TIMBER COUNCILS ASSOCIATION

OFFICER:                                      COUNCILLOR MALCOLM HOLE

DATE:    19 DECEMBER 2017

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### RECOMMENDATION

***That the delegates report be noted.***

The Annual Meeting was held at the MAV headquarters on Friday 24<sup>th</sup> November 2017. It was well supported, with councils from Victoria and Tasmania in attendance, plus councils from NSW and Victoria via teleconference. Another council had arranged to attend via Skype.

Guest speaker was Mr Danny O'Brien, who urgently stepped in to replace the injured Melina Bath. Danny presented a great insight into the workings of the Native Timber Industry and its support to many towns, many jobs, and economic strength, particularly to the whole of Gippsland. During his speech, which coincided that day with Green groups applying to the courts to cease logging in 34 coupes. It was reported that prior court cases that they lost, need \$1.2 million paid in costs. Not much media coverage on these lost cases. There was many questions asked, and comments made, from most in attendance. Everyone thanked Mr O'Brien for his most knowledgeable presentation and honest replies to the questions.

Cr Dale Harriman was re-elected National Chair, and I was nominated as National Deputy Chair, which I eventually accepted. The rest of the executive is from Tasmania and NSW

The organisation is financially sound, and three new councils at the meeting have declared their intention to become members. It was decided to keep membership fees at current rates, but to also offer a 3 year option at a discounted fee.

The Strategic Directions for the next 2 years were debated, and a consensus was resolved after it was agreed that we need to be stronger in our support for Native Timber Harvesting, and have this recorded in several places to meet a National need.

The Bi-Annual National Conference will take place in Melbourne on the 9<sup>th</sup> & 10<sup>th</sup> August 2018. The theme is TIMBER - A NATURAL ASSET. Please put it in your diary.

I also table the ANNUAL REPORT for your perusal

.....

**CR MALCOLM HOLE**



## C1 - REPORT

# CHIEF EXECUTIVE OFFICER



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

OFFICER: CHIEF EXECUTIVE OFFICER

DATE: 19 DECEMBER 2017

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

22 November	Attended a Victoria Police CommSafe Forum, Criterion Hotel Sale. Several matters were discussed in a local context, including sexual offences, cyber-crimes, traffic crimes, and drug use. The forum was an excellent opportunity to raise some key local issues by around 30 community people in attendance.
23 November	Met with Ramahyuck Chief Executive Officer, David Morgan, to discuss their plans for expansion on the Foster Street site.
30 November	Met with representatives of the Sale Elderly Citizens Village to discuss a number of planning matters.
4 December	Attended Ms Harriet Shing's Press Conference regarding the announcement of new lights at the Yarram Recreation Reserve  Attended Sale Catholic College Awards night
7 December	Attending the RAAF Parade & Afternoon Tea, East Sale alongside Mayor Crossley  Attending a Department of Defence community information session regarding the per-and poly-fluoroalkyl substances (PFAS) Investigation.
13 December	Attending a Yarram Pool community information session, Yarram.
15 December	Attending a round table discussion promoting the opportunities available through the use of Alibaba E-commerce platforms with Hon. Philip Dalidakis & Maggie Zhou, Traralgon.
18 December	Meeting with Latrobe Valley Authority Chief Executive Officer, Karen Cain with Mayor Crossley.

**ITEM C1.2****NOVEMBER 2017 PERFORMANCE REPORT**

DIVISION: CHIEF EXECUTIVE OFFICE  
ACTION OFFICER: CHIEF EXECUTIVE OFFICER  
DATE: 19 DECEMBER 2017

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

**OBJECTIVE**

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

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

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

**BACKGROUND**

The November 2017 Council Performance Report comprises key highlights towards achievement of the 2017-21 Council Plan together with an overview of Council finances including an Income Statement with commentary regarding any major variances, information on cash balances, the level of rates outstanding and a progress update on Council's Capital Works program.

**OPTIONS**

Following consideration of the attached November 2017 Performance Report, Council can resolve to either:

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

**PROPOSAL**

That Council receive and note the attached November 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 November 2017 Council Performance Report has been prepared in the context of existing Council policies.

## **COUNCIL PLAN IMPACT**

Strategic Objective 6.3 states that Council will:

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

Strategy 6.3.3 states that Council will:

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

Strategy 6.2.2 states that Council will:

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

# NOVEMBER 2017 PERFORMANCE REPORT

## **NOVEMBER 2017 COUNCIL PLAN HIGHLIGHTS**

### ***Youth activities***

It has been a fantastic month for young people in Wellington. Five young people have been to Melbourne to attend 'Face the Music' Contemporary Music Summit which is to further the knowledge of people wanting to enter the music industry.

We also had a very successful Regional Battle of the Bands / FReeZA Push Start competition at the Bundy Hall. This statewide Competition showcases young musicians from around Victoria, giving them the opportunity to perform, gain local exposure, and win their way to a spot on the Grand Final line up.

### ***Emergency Plans certified***

Council received the Audit Report and Audit Certificate for the Municipal Emergency Management Plan (MEMP). The MEMP was assessed as being of a high standard and compliant. Council's Emergency Management Team were commended for their time given to develop the plan.

### ***Donations for Gallery***

The Gallery received a \$5,000 grant from the Robert Salzer Foundation to acquire a painting by Gunaikurnai artist, Steaphan Paton. The Gallery also received further artworks by Jessie Traill from 1923 through funding donated by the Castles, Ziffer, Dyer and Gibson families and Jock Clutterbuck from 1975, donated by Dr Peter & Mrs Nina Burke.

### ***Outdoor Pools open***

November represented the commencement of summer activities for Leisure Services. The outdoor regional pool season commenced on Friday 24 November with Free Swim Friday at all pools. Close to 700 attendances were recorded across the five pools, a great first day response.

Aqua Energy hosted the first of the summer swim carnivals on Saturday 25 November to the delight of Sale Swim Club members and visitors.

### ***Gippsland Regional Livestock Exchange***

Council resolved to accept surrender of lease and commence direct management of Gippsland Regional Livestock Exchange.

### ***Amendment C98***

The Minister for Planning formally approved Amendment C98 on 2 November 2017, which facilitates the expansion of the West Sale Airport runway as well as updating the associated noise contour maps.

### ***Ninety Mile Beach Voluntary Assistance Scheme***

The voluntary assistance scheme for the coastal dune lots is continuing in accordance with the current work program. Overall in both the between settlements and coastal dunes, 1,927 parcels have been transferred and \$3.17 million in payments made to land owners.

### ***Domestic Animal Management Plan***

The Domestic Animal Management Plan (DAM Plan) was endorsed by Council on 3 October 2017. Council carefully considered and acknowledged all received submissions. Cyclist safety was an obvious concern and as such, a new objective has been included to the DAM Plan.

Both the RSPCA and Victorian Animal Aid Trust have offered to work more collaboratively with Council towards the goal of responsible pet ownership.

A suggestion to alter the proposed dog on-lead times around schools during school operating hours to align with the high-risk times as children come to and leave the schools.

# NOVEMBER 2017

# PERFORMANCE REPORT

**OPERATING RESULT STATEMENT**  
For the period ending 30 November 2017

	YEAR TO DATE 2017-18			FULL YEAR 2017-18	
	Actual \$000's	Adjusted Budget \$000's	Variance \$000's	Adjusted Budget \$000's	Adopted Budget \$000's
<b>Income</b>					
Rates and charges	58,676	58,324	352	58,457	55,500
Statutory fees & fines	318	258	60	729	729
User fees	2,314	2,273	41	6,533	6,533
Grants - operating	4,598	4,079	519	7,746	7,746
Grants - capital	3,905	2,457	1,448	16,205	15,987
Contributions - monetary	97	34	63	1,146	1,135
Contributions - non monetary	229	-	229	-	-
Net gain/loss on disposal of property, infrastructure, plant & equipment	191	162	29	241	151
Other income	2,196	1,295	901	3,158	3,157
<b>Total Income</b>	<b>72,524</b>	<b>68,882</b>	<b>3,642</b>	<b>94,215</b>	<b>90,938</b>
<b>Expenditure</b>					
Employee costs	10,526	10,877	351	25,800	25,928
Contractors, materials and services	10,576	10,933	357	30,591	29,493
Bad and doubtful debts	-	-	-	86	86
Depreciation and amortisation	10,791	8,951	(1,840)	21,676	21,676
Borrowing costs	178	173	(5)	505	505
Other expenses	395	294	(101)	672	667
<b>Total Expenditure</b>	<b>32,466</b>	<b>31,228</b>	<b>(1,238)</b>	<b>79,330</b>	<b>78,355</b>
<b>Surplus for the period</b>	<b>40,058</b>	<b>37,654</b>	<b>2,404</b>	<b>14,885</b>	<b>12,583</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. Council must, however, report publicly against the original adopted budget on a quarterly basis.*

**Major variances that have occurred to the end of November 2017 are:**

**Income**

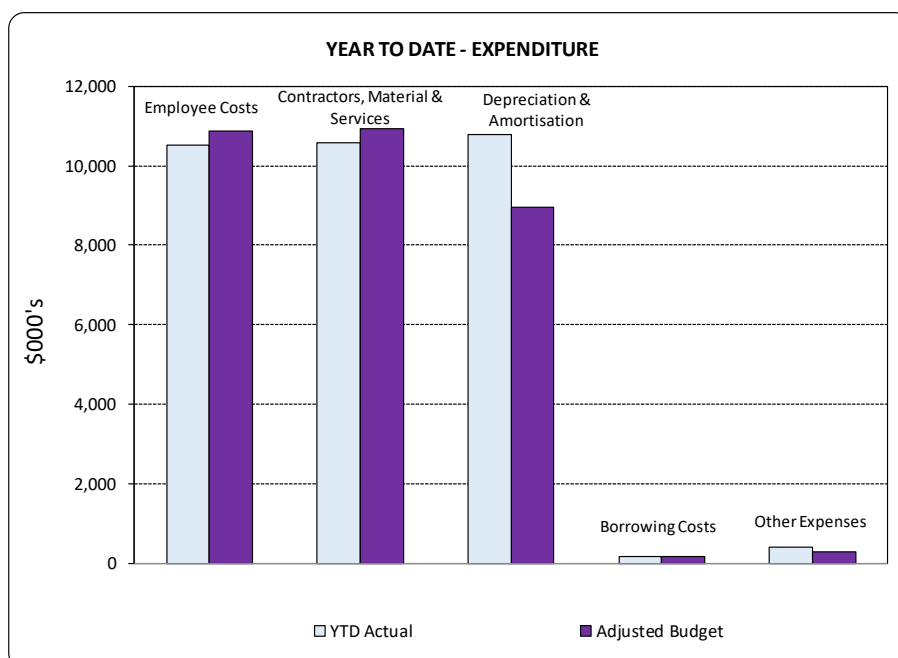
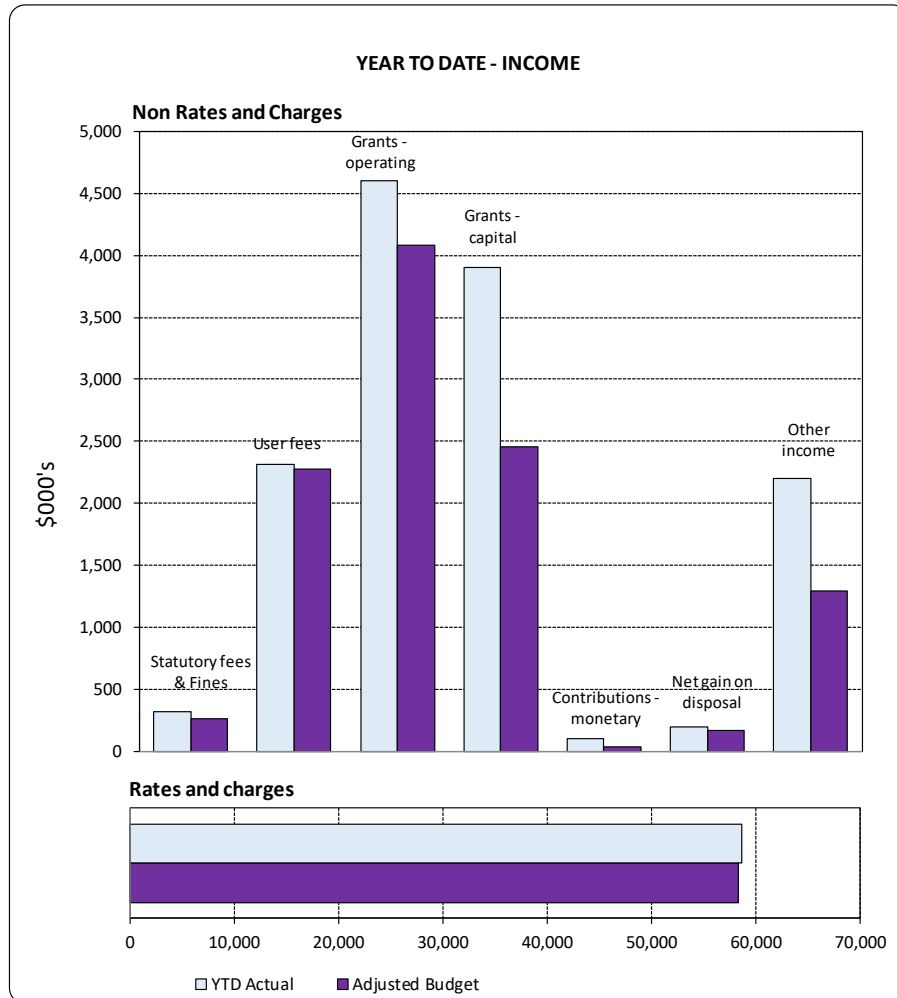
- **\$0.35 million** Supplementary rates raised since 1 July 2017.
- **\$0.52 million** Additional operating grant funding of \$405k has been approved towards the Cowwarr Recreation Reserve Clubroom Redevelopment. The first two Victoria Grant Commission instalments were \$143k higher than expected, and result in an overall annual increase of \$286k for the year. The pest animal and plant program funding of \$70k has been delayed with income expected by January 2018.
- **\$1.45 million** The capital grants funding of \$1.45 million relates to Roads to Recovery funding, which has been received in advance.
- **\$0.23 million** Asset contributions (non monetary) associated with new subdivisions have been recognised to date.
- **\$0.90 million** Other income primarily represents recognition of new assets (non cash adjustments) of \$696k. Interest on investments has exceeded the budget by \$126k mainly due to the receipt of grants in advance and the timing of expenditure.

### **Expenditure**

- **\$0.35 million** Employee costs are slightly lower than budgeted mainly due to staff vacancies throughout the organisation and the initial WorkCover premium instalment amount being less than projected.
- **\$0.36 million** Contractors, materials and services yet to be expended are primarily for:
  - a. **\$313k** - Remedial work at the Kilmany landfill site is progressing and expected to be completed in the coming months.
  - b. **\$119k** - Software/Hardware maintenance expenditure was lower than budget but is expected to be spent fully by year end.
  - c. **\$92k** - The Cowwarr Recreation Reserve Clubroom Redevelopment has commenced and is on track to be completed by May 2018.
  - d. **\$77k** - Costs associated with the major plant such as parts, maintenance and fuel are lower than projected.
  - e. **(\$161k)** - A number of community allocations including payments to Senior Citizens, L to P programme, community grants and operating subsidies for recreation facilities have been paid earlier than anticipated, due to early receipt of grant funding or annual returns.
- **(\$1.84 million)** Depreciation and amortisation is higher than budget mainly due to the accounting entry of (\$2.29 million) for the partial disposal of Port of Sale Civic Centre.



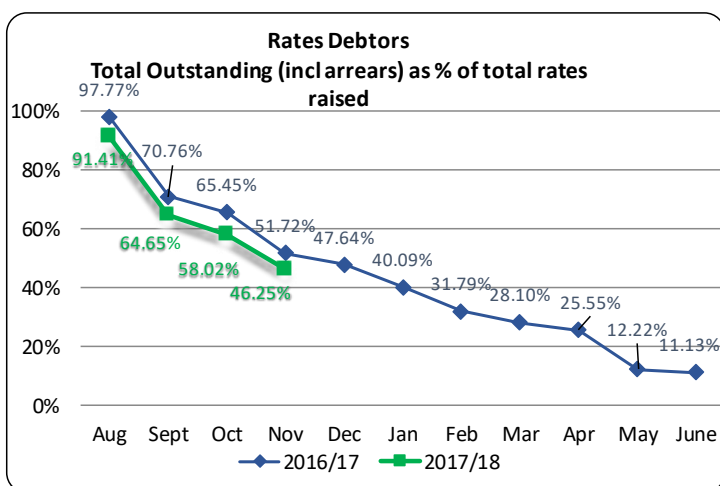
## NOVEMBER 2017 COMPONENTS AT A GLANCE



## BALANCE SHEET

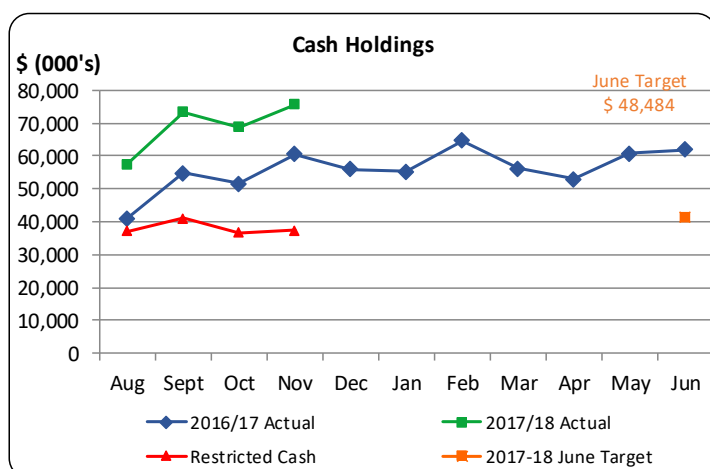
### As at 30 November 2017

Actual		Actual	Adjusted Budget	Adopted Budget
November 16		November 17	June 18	June 18
\$000's		\$000's	\$000's	\$000's
<b>Current Assets</b>				
92,043	Total Current Assets	105,338	57,266	52,644
897,258	Total Non Current Assets	850,732	879,578	941,344
989,301	<b>Total Assets</b>	956,070	936,844	993,988
<b>Current Liabilities</b>				
11,162	Total Current Liabilities	11,093	15,782	14,560
10,465	Total Non Current Liabilities	12,521	13,243	12,638
21,627	<b>Total Liabilities</b>	23,614	29,025	27,198
967,674	<b>Net Assets</b>	932,456	907,819	966,790



The rate debtors outstanding at the end of November 2017 were \$30.6 million (46.25%) compared to November 2016 of \$31.2 million (51.72%).

The second rate instalment was due on 30 November 2017.



Council cash holdings at the end of November 2017 of \$75.6 million is above the November 2016 balance of \$60.6 million.

The current cash holdings includes restricted funds of \$7.1 million to reserves, \$10.4 million to cover provisions, and \$9.56 million associated with the operating and capital carried forwards.

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

## CAPITAL EXPENDITURE PROGRAM

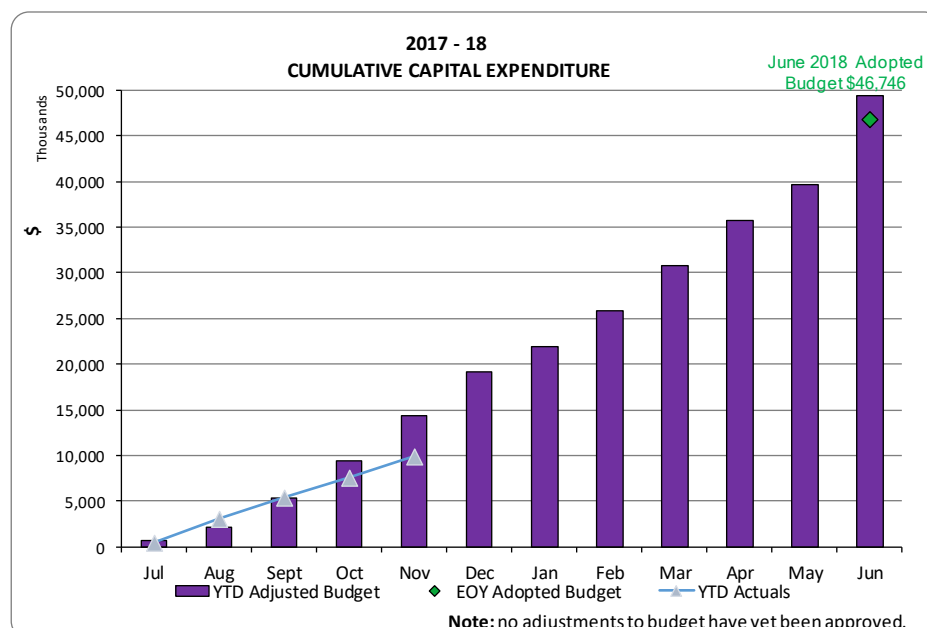
For the period ending 30 November 2017

	YEAR TO DATE 2017-18			FULL YEAR 2017-2018	
	Actual \$000's	Adjusted Budget \$000's	Variance \$000's	Adjusted Budget \$000's	Adopted Budget \$000's
Property	5,678	5,436	(242)	8,917	8,704
Infrastructure	3,102	6,732	3,630	36,354	34,156
Plant and Equipment	1,192	2,152	960	4,112	3,862
Intangibles	-	-	-	25	25
<b>Grand Total</b>	<b>9,972</b>	<b>14,320</b>	<b>4,348</b>	<b>49,408</b>	<b>46,747</b>

	YEAR TO DATE 2017-18			FULL YEAR 2017-2018	
	Actual \$000's	Adopted Budget \$000's	Variance \$000's	Adjusted Budget \$000's	Adopted Budget \$000's
Renewal	6,458	9,655	3,197	31,054	28,962
Upgrade	2,014	2,371	357	10,747	9,940
Expansion	1,490	1,627	137	4,374	4,697
New Assets	10	667	657	3,233	3,148
<b>Grand Total</b>	<b>9,972</b>	<b>14,320</b>	<b>4,348</b>	<b>49,408</b>	<b>46,747</b>

### Capital Works Summary - For the period ending 30 November 2017

- Progress on capital projects for the year to date is \$9.97 million and an additional \$1.8 million in commitments (purchase orders raised).
- The Port of Sale Cultural Precinct has progressed by \$4.7 million, with an additional \$550k in commitments.
- \$1.56 million has been spent on Roads to Recovery projects so far and funding was received for the first quarter and an additional \$886k for forecast expenditure in the second quarter this financial year.
- The 1/4 Basketball courts at Rutters Park and Yarram Skate Park are complete.
- The plant renewal program is well underway with \$550k spent and \$392k in commitments raised.
- Overall, 51 projects are in preplanning, 5 new contracts have been awarded this month and 34 projects are underway. Thirty one projects have already reached completion including the close out of some projects continued from last year.
- The Rosedale Flynns Creek Road Widening and the Maffra Tennis Synthetic Grass Resurface is complete.
- Contract has been awarded for the Port Albert Boat Ramp and Jetty Upgrade, Yarram - Regent Theatre Refurbishment and GRSC Outdoor Netball Courts Crack Sealing





## C2 - REPORT

# GENERAL MANAGER CORPORATE SERVICES

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

DIVISION: CORPORATE SERVICES

ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES

DATE: 19 DECEMBER 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 for the period 28 November 2017 to 12 December 2017.

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

***That Council note and receive the attached Assembly of Councillor records for the period 28 November 2017 to 12 December 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 for the period 28 November 2017 to 12 December 2017.

**Assembly of Councillors summary of reports received for the period 28 November 2017 to 12 December 2017.**

<b>Date</b>	<b>Matters considered</b>	<b>Councillors and officers in attendance</b>
5 December 2017	IT / Diary Meeting	Councillor Bye, Councillor Crossley, Councillor Hall, Councillor Hole, Councillor McCubbin, Councillor Maher, Councillor Ripper, Councillor Rossetti, Councillor Stephens David Morcom, Chief Executive Officer Leah Schuback, Executive Assistant
5 December 2017	Gippsland Regional Sports Complex Stage 2A ( <i>Verbal Presentation</i> ) Business Development Funding Summary Green Waste / Hard Waste Port Project Update Crown Land Caravan Park Tenure Options Development Division Update Proposed purchase of Public Open Space Options for Roadside Trading Planning update	Councillor Bye, Councillor Crossley, Councillor Hall, Councillor Hole, Councillor McCubbin, Councillor Maher, Councillor Ripper, Councillor Rossetti, Councillor Stephens David Morcom, Chief Executive Officer Arthur Skipitaris, General Manager Corporate Services Chris Hastie, General Manager Built & Natural Environment Glenys Butler, General Manager Community & Culture John Websdale, General Manager Development Karen McLennan, Manager Community Wellbeing (Item 1) Dean Morahan, Manager Asset & Projects (Item 1) Paul Johnson, Manager Business Development (Item 2, 5 & 8) Tim Rowe, Manager Natural Environment & Parks (Item 3 & 7) Samantha Nock, Coordinator Waste & Sustainability (Item 3) Sharon Houlihan, Executive Manager Major Projects (Item 4) Daniel Gall, Coordinator Commercial Facilities Management (Item 5) Liam Cole, Open Space Planning Officer (Item 7) Vanessa Ebsworth, Manager Municipal Services (Item 8) Joshua Clydesdale, Manager Land Use Planning (Item 8)

## OPTIONS

Council has the following options:

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

## PROPOSAL

That Council note and receive the attached assembly of Councillors records during the period 28 November 2017 to 12 December 2017.

## **CONFLICT OF INTEREST**

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

## **LEGISLATIVE IMPACT**

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

## **COUNCIL PLAN IMPACT**

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

### Strategic Objective 6.3

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

### Strategy 6.3.3

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

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

## ASSEMBLY OF COUNCILLORS

1. DATE OF MEETING: 5 December 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 Ripper	✓				

**Officers In Attendance:**

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

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

Name	Item No.
Leah Schuback	1
Damian Norkus	1

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

1. IT/Diary Meeting - Councillors

4. Conflict of Interest disclosures made by Councillors:

Nil



## ASSEMBLY OF COUNCILLORS

**1. DATE OF MEETING:** 5 December 2017

**2. ATTENDEES**

**Councillors:**

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

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

Others in attendance: (list names and item in attendance for)	Item No.
Karen McLennan, Dean Morahan ( <i>Verbal Update</i> )	1
Paul Johnson, Geoff Hay	2
Tim Rowe, Samantha Nock	3
Sharon Houlihan	4
Paul Johnson, Daniel Gall	5
Inspector Scott Brennan ( <i>Verbal Update</i> )	6
Tim Rowe, Liam Cole	7
Paul Johnson, Vanessa Ebsworth, Joshua Clydesdale	8
John Websdale ( <i>Verbal Update</i> )	9

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

1. Gippsland Regional Sports Complex Stage 2A (*Verbal Update*)
2. Business Development Funding Summary"
3. Green Waste / Hard Waste
4. Port Project Update
5. Crown Land Caravan Park Tenure Options
6. Development Division Update
7. Proposed Purchase of Public Open Space
8. Options for Roadside Trading
9. Various planning issues

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

Nil



## C3 - REPORT

# GENERAL MANAGER DEVELOPMENT

**ITEM C3.1****PLANNING DECISIONS**

DIVISION:

DEVELOPMENT

ACTION OFFICER:

MANAGER LAND USE PLANNING

DATE:

19 DECEMBER 2017

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

**OBJECTIVE**

To provide a report to Council on recent planning permit trends and planning decisions, made under delegation by Statutory Planners during the month of October 2017.

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

***That Council note the report on recent Planning Permit trends and Planning Application determinations between 1 October and 31 October 2017.***

**BACKGROUND**

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

A copy of planning permit decisions made between 1 October and 31 October 2017 is included in Attachment 1.

Attachment 2 provides an overview of recent planning permit trends including decisions made, efficiency of decision making and the estimated value of approved development (derived from monthly planning permit activity reporting data).

**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 of recent planning permit trends and planning application determinations between 1 October and 31 October 2017.

## **CONFLICT OF INTEREST**

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

## **COMMUNICATION IMPACT**

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

## **LEGISLATIVE IMPACT**

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

## **COUNCIL POLICY IMPACT**

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

## **COUNCIL PLAN**

The Council Plan 2017–2021 Theme 2: Services and Infrastructure states the following strategic objective and related strategy:

### Strategic Objective 2.3

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

### Strategy 2.3.3

*'Recognise and advocate for best practice land development which considers energy efficiency and sustainability for housing.'*

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

## **ENVIRONMENTAL IMPACT**

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

**PLANNING APPLICATION DETERMINATIONS  
BETWEEN 1/10/2017 AND 31/10/2017**

<b>Application No/Year</b>	<b>Date Received</b>	<b>Property Title &amp; Address</b>	<b>Proposal</b>	<b>Status</b>
181-2/2013	21/08/2017	Assessment No. 328385 LOT: 1 PS: 644814M 170 MUSTONS LANE HEYFIELD	2 lot subdivision.	Permit Issued by Delegate of Resp/Auth  9/10/2017
343-2/2015	18/10/2017	Assessment No. 92114 LOT: 1 PS: 66040 8,340 DARGO RD DARGO	Use the land as a motorcycle racing track for one event per year.	Permit Issued by Delegate of Resp/Auth  24/10/2017
70-2/2016	6/10/2017	Assessment No. 298018 LOT: 4 PS: 142739 52 RODGERS ST YARRAM	Buildings and works in association with an industrial building.	Permit Issued by Delegate of Resp/Auth  18/10/2017
26-2/2017	17/08/2017	Assessment No. 357806 LOT: 3 PS: 5876 125 BOGGY CREEK RD TINAMBA	Buildings and works / extension to existing rural industry.	Permit Issued by Delegate of Resp/Auth  4/10/2017
102-2/2017	13/09/2017	Assessment No. 104547 PTL: 103 PS: 634482S 16 SALE-COWWARR RD FULHAM	Buildings and works associated for upgrading of training facilities.	Permit Issued by Delegate of Resp/Auth  23/10/2017
106-1/2017	4/04/2017	Assessment No. 321406 LOT: 4 PS: 221450 20 RACECOURSE RD HEYFIELD	Subdivision of the land into 2 lots.	Permit Issued by Delegate of Resp/Auth  13/10/2017
171-1/2017	30/05/2017	Assessment No. 268177 CA: 62A 118 BEAGLEYS RD DEVON NORTH	Building and works associated with construction of a domestic outbuilding	Permit Issued by Delegate of Resp/Auth  25/10/2017
184-1/2017	9/06/2017	Assessment No. 315044 CA: 60 SEC: D BESSANT ST HEYFIELD	Use and development of the land for camping and caravan park.	Permit Issued by Delegate of Resp/Auth  25/10/2017
191-1/2017	15/06/2017	Assessment No. 236711 LOT: 1922 PS: 65192 362 NATIONAL PARK RD LOCH SPORT	Buildings and works associated with construction of a single dwelling.	Permit Issued by Delegate of Resp/Auth  11/10/2017
224-1/2017	7/07/2017	Assessment No. 183137 LOT: 110 PS: 82059 28 MANDALAY DVE THE HONEYSUCKLES	Buildings and works associated with development of a single dwelling.	Permit Issued by Delegate of Resp/Auth  9/10/2017
242-1/2017	26/07/2017	Assessment No. 256321 LOT: 1 TP: 210537V 54 SEVENTH AVE PARADISE BEACH	Buildings and works associated with construction of a dwelling.	Permit Issued by Delegate of Resp/Auth  19/10/2017

Application No/Year	Date Received	Property Title & Address	Proposal	Status
248-1/2017	1/08/2017	Assessment No. 101402 LOT: 1 PS: 123998 171 BROWNS RD FULHAM	House excision and boundary realignment.	Permit Issued by Delegate of Resp/Auth  13/10/2017
250-1/2017	3/08/2017	Assessment No. 346064 LOT: 1 TP: 940303A LITTLE PLAIN RD VALENCIA CREEK	Use and development of the land for a dwelling.	Permit Issued by Delegate of Resp/Auth  3/10/2017
261-1/2017	10/08/2017	Assessment No. 113399 LOT: 1 TP: 85370Y TRARALGON-MAFFRA RD COWWARR	Subdivision of the land into 8 lots.	Permit Issued by Delegate of Resp/Auth  27/10/2017
263-1/2017	14/08/2017	Assessment No. 351817 PC: 376154L 255-257 RYANS RD COONGULLA	Buildings and works associated with construction of a shed.	Permit Issued by Delegate of Resp/Auth  26/10/2017
266-1/2017	14/08/2017	Assessment No. 365452 CA: 33F SMITHS LANE BUNDALAGUAH	Resubdivision of the land to excise an existing dwelling.	Permit Issued by Delegate of Resp/Auth  24/10/2017
268-1/2017	15/08/2017	Assessment No. 282707 CA: 85A WILLS RD PORT ALBERT	Buildings and works associated with construction of two sheds.	Permit Issued by Delegate of Resp/Auth  3/10/2017
287-1/2017	29/08/2017	Assessment No. 111096 CA: 68 HENDERSONS RD TOONGABBIE	Subdivision of three lots to create four new lots.	Permit Issued by Delegate of Resp/Auth  16/10/2017
292-1/2017	4/09/2017	Assessment No. 28191 LOT: 1 TP: 548862X 83-85 PALMERSTON ST SALE	Buildings and works associated with extensions to existing dwelling.	Permit Issued by Delegate of Resp/Auth  5/10/2017
293-1/2017	4/09/2017	Assessment No. 258814 LOT: 1153 PS: 40160 3 THIRTIETH ST PARADISE BEACH	Extension to an existing dwelling.	Permit Issued by Delegate of Resp/Auth  24/10/2017
295-1/2017	6/09/2017	Assessment No. 330746 LOT: 1 PS: 63510 30 MAIN ST BOISDALE	Buildings and works associated with construction of a carport.	Permit Issued by Delegate of Resp/Auth  6/10/2017
298-1/2017	7/09/2017	Assessment No. 344754 LOT: 5 PS: 8521 CONNELLY RD MAFFRA	Resubdivision of two existing lots to create two new lots.	Permit Issued by Delegate of Resp/Auth  23/10/2017
301-1/2017	12/09/2017	Assessment No. 372771 LOT: 2 PS: 401586F HUFFERS LANE ROSEDALE	Use and development of the land for industry (steel fabrication).	Permit Issued by Delegate of Resp/Auth  24/10/2017



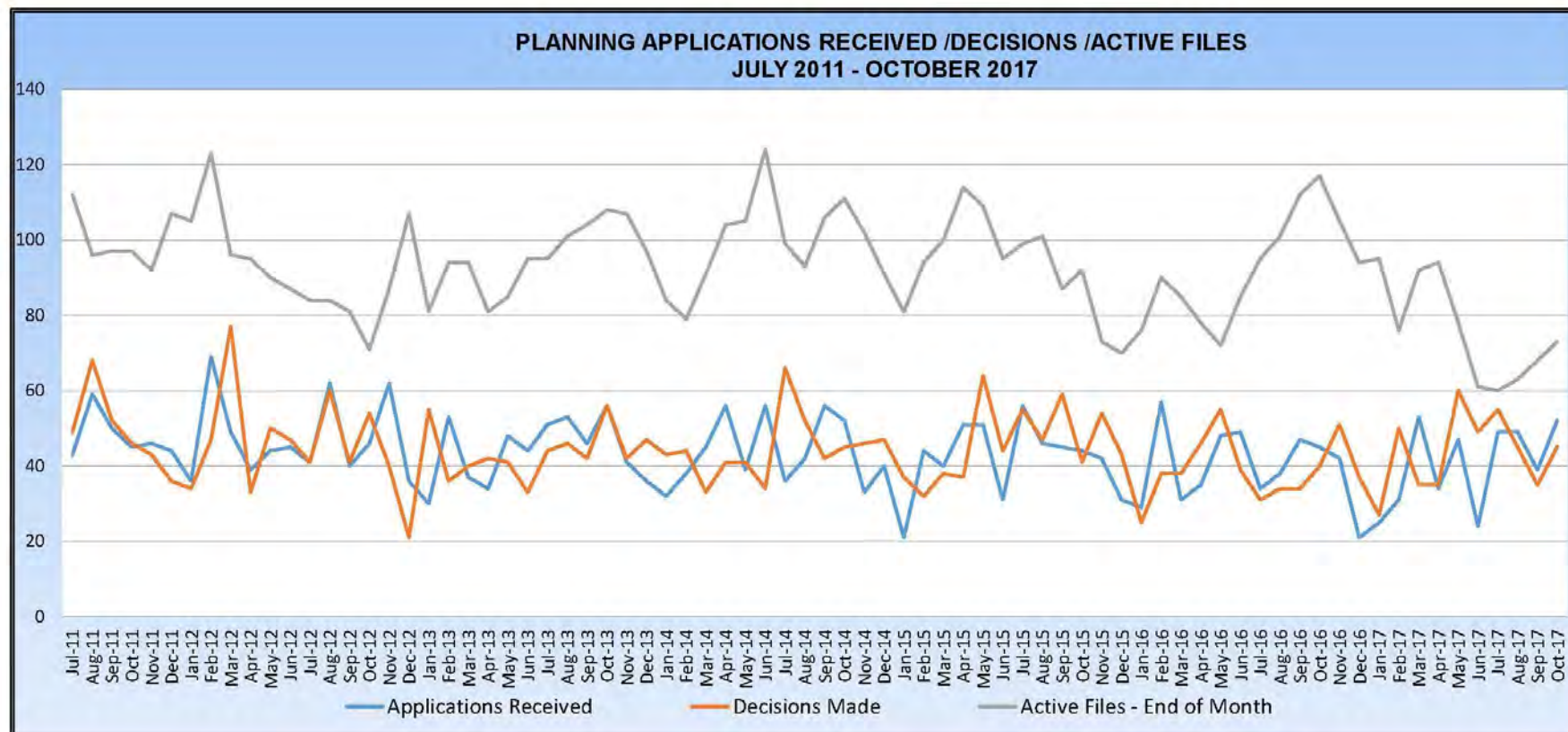
Application No/Year	Date Received	Property Title & Address	Proposal	Status
303-1/2017	13/09/2017	Assessment No. 59337 CA: 3 SEC: A 10 RIVERVIEW RD WURRUK	Buildings and works associated with extension to existing dwelling.	Permit Issued by Delegate of Resp/Auth  24/10/2017
305-1/2017	14/09/2017	Assessment No. 105767 LOT: 1 PS: 124906 1,109 SALE-COWWARR RD NAMBROK	Buildings and works associated with the construction of a shed.	Permit Issued by Delegate of Resp/Auth  18/10/2017
306-1/2017	15/09/2017	Assessment No. 369546  PLANNING & BUILDING ST WELLINGTON	Buildings and works associated with an existing memorial.	Permit Issued by Delegate of Resp/Auth  23/10/2017
310-1/2017	19/09/2017	Assessment No. 263855 LOT: 2 TP: 896245E BOODYARN RD WON WRON	Use the land for motor cycle racing event.	Withdrawn  13/10/2017
311-1/2017	19/09/2017	Assessment No. 271395 LOT: A PS: 346951N 28 PARROTS RD YARRAM	Use the land for motor cycle racing event.	Permit Issued by Delegate of Resp/Auth  13/10/2017
312-1/2017	19/09/2017	Assessment No. 273227 CA: 14 SEC: 5 2,265 SOUTH GIPPSLAND WOODSIDE	Use the land for motor cycle racing event.	Permit Issued by Delegate of Resp/Auth  13/10/2017
313-1/2017	19/09/2017	Assessment No. 300384 LOT: 2 PS: 639700H SOUTH GIPPSLAND HWY YARRAM	Use the land for motor cycle racing event.	Withdrawn  13/10/2017
319-1/2017	22/09/2017	Assessment No. 280370 PC: 377335B 28 JANETTE ST MCLOUGHLINS BEACH	Buildings and works associated with an outbuilding.	Permit Issued by Delegate of Resp/Auth  25/10/2017
320-1/2017	25/09/2017	Assessment No. 385161 CA: 25A SEC: B1 1-51 GUTHRIDGE PDE SALE	Removal of tree in a Heritage Overlay.	Permit Issued by Delegate of Resp/Auth  25/10/2017
325-1/2017	28/09/2017	Assessment No. 374652 PTL: 1 LP: 221896 68 CUNNINGHAME ST SALE	Dispensation for carparking for medical centre.	Permit Issued by Delegate of Resp/Auth  4/10/2017
326-1/2017	28/09/2017	Assessment No. 361337 LOT: 2 PS: 206837K 31 FOSTERS RD MAFFRA	Buildings and works associated with construction of a shed.	Permit Issued by Delegate of Resp/Auth  18/10/2017
327-1/2017	28/09/2017	Assessment No. 194191 LOT: 1 TP: 10405E 18 BEARUP ST SEASPRAY	Buildings and works associated with extensions to existing dwelling.	Permit Issued by Delegate of Resp/Auth  9/10/2017

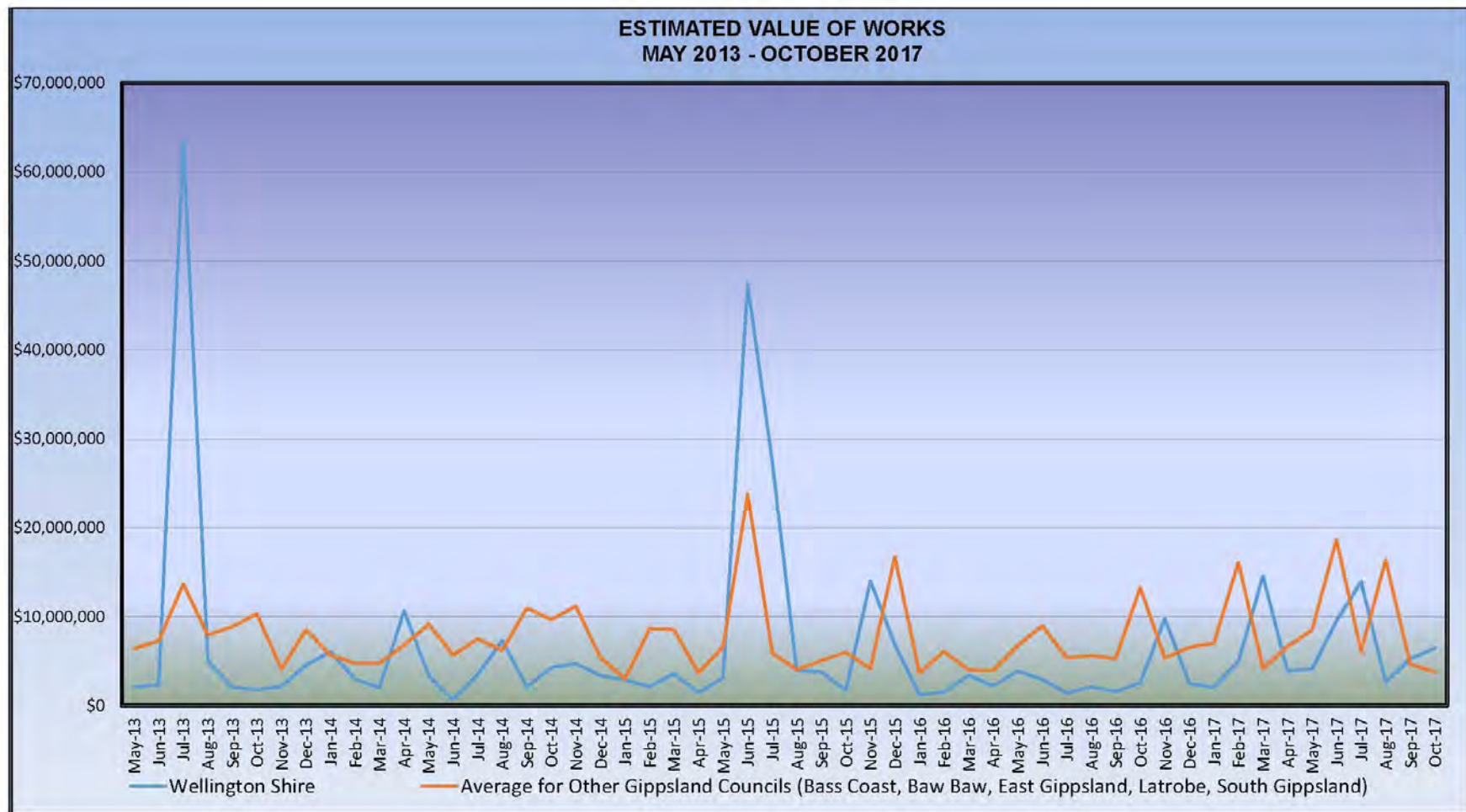
Application No/Year	Date Received	Property Title & Address	Proposal	Status
333-1/2017	4/10/2017	Assessment No. 45674 PC: 166390 29-41 PEARSON ST SALE	Buildings and works associated with alterations to school building.	Permit Issued by Delegate of Resp/Auth  18/10/2017
334-1/2017	5/10/2017	Assessment No. 410886 LOT: 1 PS: 626514C 36-38 GOVERNMENT RD. SEASPRAY	Buildings and works associated with extensions to existing dwelling.	Permit Issued by Delegate of Resp/Auth  13/10/2017
335-1/2017	5/10/2017	Assessment No. 232355 LOT: 572 PS: 53109 11 HOLMES ST LOCH SPORT	Buildings and works associated with development of an outbuilding.	Permit Issued by Delegate of Resp/Auth  19/10/2017
340-1/2017	9/10/2017	Assessment No. 217026 LOT: 635 PS: 52648 14 SEA BREEZE AVE GOLDEN BEACH	Buildings and works associated with development of garage & carport.	Permit Issued by Delegate of Resp/Auth  23/10/2017
346-1/2017	13/10/2017	Assessment No. 219980 PC: 373283Q 108-110 ASTRO AVE GOLDEN BEACH	Buildings and works associated with the construction of a carport.	Permit Issued by Delegate of Resp/Auth  23/10/2017
347-1/2017	13/10/2017	Assessment No. 191478 LOT: 34 PS: 217699 7 MCLEOD CRT ROSEDALE	Buildings and works associated with the construction of a dwelling.	Permit Issued by Delegate of Resp/Auth  27/10/2017
350-1/2017	18/10/2017	Assessment No. 12690 UNIT: 1 SP: 33936 381-385 RAYMOND ST SALE	Buildings and works to install a roller door in building facade.	Permit Issued by Delegate of Resp/Auth  31/10/2017
351-1/2017	18/10/2017	Assessment No. 230664 LOT: 2205 PS: 70941 37 GEOFFREY AVE LOCH SPORT	Buildings and works associated with construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth  30/10/2017
352-1/2017	18/10/2017	Assessment No. 194050 CA: 16 SEC: 1 46 BEARUP ST SEASPRAY	Buildings and works associated with construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth  31/10/2017
358-1/2017	23/10/2017	Assessment No. 106096 CA: 6B SEC: 10 972 SALE-HEYFIELD RD DENISON	Buildings and works associated with development of an outbuilding.	Permit Issued by Delegate of Resp/Auth  27/10/2017

**Total No of Decisions Made: 45**



Attachment 2





**ITEM C3.2****QUARTERLY STRATEGIC LAND USE PLANNING UPDATE**

DIVISION:

DEVELOPMENT

ACTION OFFICER:

MANAGER LAND USE PLANNING

DATE:

19 DECEMBER 2017

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

**OBJECTIVE**

To update Council on the strategic land use planning work program for the fourth quarter of 2017.

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

*That Council receives the 2017 fourth quarterly update on the strategic land use planning work program (included in Attachment 1 to the report).*

**BACKGROUND**

The strategic land use planning work program is regularly reviewed by Council's Strategic Land Use Planning Projects Review Group (Review Group), which was appointed by Council at the Special Council meeting of 6 December 2016. The Review Group considered it beneficial to provide Council and the community with a quarterly update of the strategic land use planning work program, which comprises various prioritised projects and planning scheme amendments as outlined in **Attachment 1**.

**OPTIONS**

That Council:

1. Receive the 2017 fourth quarterly update on the strategic land use planning work program; or
2. Not receive the 2017 fourth quarterly update on the strategic land use planning work program and seeks further information for consideration at a future Council meeting.

**PROPOSAL**

To receive the 2017 fourth quarterly update on the strategic land use planning work program.

## CONFLICT OF INTEREST

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

## LEGISLATIVE IMPACT

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

## COUNCIL PLAN IMPACT

The Council Plan 2017–2021 Theme 2: Services & Infrastructure states the following strategic objective and related strategies:

### Strategic Objective 2.3

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

### Strategy 2.3.1

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

### Strategy 2.3.2

*'Ensure sufficient land supply to provide for a range of lifestyle options which support housing diversity including affordable housing.'*

### Strategy 2.3.3

*'Recognise and advocate for best practice land development which considers energy efficiency and sustainability for housing.'*

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

## Attachment 1

### Current Strategic Planning Projects

#### North Sale Development Plan & Developer Contributions Plan

**Priority: High     Anticipated completion: 17/18**

##### Status

The North Sale Development Plan (the Development Plan) and associated Developer Contribution Plan facilitates the northern growth of the town in a coordinated way.

Drainage plans and a Traffic Impact Assessment for the Growth Area have been finalised and will inform the preparation of a final Development Plan.

Work will then commence on the preparation of the associated Developer Contributions Plan, which will seek to equitably apportion the costs associated with the required infrastructure provision.

#### West Sale and Wurruk Industrial Land Supply Strategy

**Priority: High     Anticipated completion: 17/18**

##### Status

Strategic land use planning work is underway to facilitate the release of additional land for industrial uses within West Sale and Wurruk (in accordance with *the 'Sale, Wurruk and Longford Structure Plan (2010)'*).

Following completion of an '*Analysis, Issues and Options Paper*', Urban Enterprise planning consultants have now prepared a '*Draft West Sale and Wurruk Industrial Land Supply Strategy*', which is expected to be placed on public exhibition for comment between 11 December 2017 and 26 January 2018.

Council will consider any submissions received during the exhibition period in the New Year.

#### Wellington Land Use and Development Strategy (LUDS)

**Priority: High     Anticipated completion: 17/18**

##### Status

The Land Use Development Strategy (LUDS) will provide an overarching framework to coordinate future land use and development within the Shire whilst supporting the Council Plan 2017-2021 and Wellington 2030.

LUDS will inform a future review and update to the strategic land use planning directions to Clauses 21.01, 21.02 and 21.03 of the Wellington Planning Scheme.

Following completion of the background analysis, work is currently underway to develop the long-term strategic land use planning directions for the Wellington Shire.

## Council Planning Scheme Amendments

### C92: Heritage Study Stage 2 - Implementation

**Priority: High      Completed**

#### Status

Council adopted the Wellington Shire Heritage Study - Stage 2 in September 2016.

Amendment C92 implements the recommendations of the '*Heritage Study*' by applying the Heritage Overlay (HO) to the 67 individual places identified in Stage 2.

In response to the submissions received during the formal period of public exhibition, Council officers recommended that Amendment C92 be split into two parts with Part 1 (with no objections) recommended for approval, and Part 2 (with 1 objection) being referred to an independent Planning Panel. Council adopted this recommendation at its meeting of 4 April 2017.

Amendment C92 (Part 1) documents were submitted to the Minister for Planning for Approval on 18 April 2017. The Minister for Planning approved C92 (Part 1) on 13 July 2017.

Amendment C92 (Part 2) - A Planning Panel Directions Hearing was held in Yarram on 11 May 2017. At the Directions Hearing all parties agreed to deal with the matter 'on the papers' without the need for a formal Panel Hearing. The Panel Report was received on 23 June 2017 recommending that the Heritage Overlay be applied to the former Federal Coffee Palace, Yarram. Council considered the Panel's recommendations at its 15 August 2017 meeting and resolved to adopt C92 (Part 2). C92 (Part 2) Amendment documents were submitted to the Minister for Planning for approval on 18 August 2017. Amendment C92 Part 2 was formally approved by the Minister for Planning on 26 October 2017, and now forms part of the Wellington Planning Scheme.

### C96: Heyfield Low Density Residential Rezoning

**Priority: High      Anticipated completion: 17/18**

#### Status

Amendment C96 seeks to rezone land in Heyfield to the Low Density Residential Zone as recommended in the '*Heyfield Low Density Residential Land Supply Study, 2017*'.

The rezoning will provide a potential yield of around 35 one acre lots on two sites, which are located at Burnett Court and Draper Road, Heyfield.

The exhibition period for Amendment C96 took place between 6 July 2017 and 7 August 2017. At the close of the exhibition period a total of seven (7) submissions were received. A late submission was also received on 6 September 2017 from the CFA. None of the submissions received raised objections to the proposal.

Amendment C96 was adopted by Council at its meeting of 3 October 2017, and forwarded to the Minister for Planning for approval on 10 October 2017. The Amendment has now been approved by the Minister for Planning and at the time of writing this report, is awaiting final 'gazettal'.



### **C97: Sale Sewerage Pump Station**

**Priority: High     Anticipated completion: 17/18**

#### **Status**

A formal request to rezone land at 36 - 40 Foster Street and 4 Park Street, Sale to the Public Use Zone 1 (Service and Utilities) was received from Gippsland Water on 29 May 2017. The Amendment will facilitate the provision of a new sewerage pumping station to accommodate the future growth of Sale and surrounds.

Council resolved to seek Authorisation from the Minister for Planning to proceed with a Planning Scheme Amendment at its meeting of 20 June 2017.

A formal period of public exhibition of the Amendment took place between 10 August and 11 September 2017. A total of six submissions were received, all of which either supported or raised no objections to the proposal.

Amendment C97 was adopted by Council at its meeting of 17 October 2017 and forwarded to the Minister for Planning for approval on 30 October 2017.

Council is currently awaiting the decision of the Minister.

### **C98: West Sale Airport Runway Extension**

**Priority: High     Anticipated completion: Completed**

#### **Status**

The West Sale Airport Masterplan provides the strategic justification required to undertake a Planning Scheme Amendment to rezone land at the Airport to facilitate runway extension works to allow it to be used as an essential part of Air Force pilot training.

The rezoning includes land at the eastern and western edge of the existing runway from the Farming Zone to the Special Use Zone and rezoning surplus land to the north of the runway from the Special Use Zone to the Farming Zone.

Amendment C98 also amends the existing Airport Environs Overlay extents (AEO1 and 2) to reflect the West Sale Airport 2037 Australian Noise Exposure Forecast (ANEF). This involves a significant reduction in the extent of the Airport Environs Overlay compared to the current overlay extent.

As a project of Federal, State, Regional and Local significance, a request was made to the Minister for Planning to prepare and approve Amendment C98 in accordance with Section 8(1) and Section 20(4) of the *Planning and Environment Act 1987*.

The Minister for Planning formally approved Amendment C98 on 2 November 2017.

## Private Planning Scheme Amendments

### **C84: Wurruk Growth Area**

**Priority: High      Anticipated completion: 17/18**

#### **Status**

Amendment C84 is a private rezoning request, which proposes the rezoning of land within the Western Growth Area of Sale (at Wurruk).

At its meeting of 7 March 2017, Council resolved to request the Minister for Planning to appoint an independent Planning Panel to consider the 26 submissions received during the public exhibition period, which was held between 17 November 2016 – 9 January 2017.

A Panel 'Directions Hearing' was held on 20 April 2017, whilst the Panel Hearing itself took place on 5, 6 and 7 July 2017. A site visit was conducted on 11 July 2017.

The Panel Report has been publicly available since 4 October 2017.

Council adopted Amendment C84 at its meeting of 17 October 2017 and forwarded it to the Minister for Planning for approval on 27 October 2017.

Council is currently awaiting the decision of the Minister.

### **C94: Rezoning of the former Sale Police Station Site**

**Priority: High      Completed**

#### **Status**

At the request of the Department of Justice, the former Sale Police Station (located on the South Gippsland Highway) was rezoned from the Public Use Zone to the Residential Growth Zone to facilitate its sale as a surplus asset to the Department's needs.

A formal Notice of Approval of the rezoning appeared in the Government Gazette on 14 January 2016.

The State Government continues to seek to resolve the issue of the removal of Native Title on the site, which currently prevents the sale of the land for development purposes.



**ITEM C3.3****NINETY MILE BEACH SUBDIVISIONS: COMPULSORY ACQUISITION OF COASTAL DUNE LAND**

DIVISION: DEVELOPMENT  
 ACTION OFFICER: MAJOR LAND USE PLANNING PROJECTS COORDINATOR  
 DATE: 19 DECEMBER 2017

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

**OBJECTIVE**

For Council to commence the statutory process to compulsorily acquire land in the 'coastal dunes' in accordance with Notice of Declaration pursuant to Section 172(2) of the *Planning and Environment Act 1987*, and authorise the Chief Executive Officer to sign all relevant notices and documents.

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

***That:***

- 1. Council commence the statutory process to compulsorily acquire land in accordance with the Notice of Declaration pursuant to Section 172(2) of the Planning and Environment Act 1987 dated 8 September 2016 in the 'coastal dunes' of the Ninety Mile Beach subdivisions described as Restructure Plan Stages 25 to 32 and Lots 1588 to 1610 on Plan of Subdivision LP 82059 in the Wellington Planning Scheme, only where persons with an interest in specified land cannot be contacted after the conduct of diligent enquiries or are willing but unable to transfer land to Council. (Refer to Attachment 1 for the Notice of Declaration);***
- 2. Council authorise the Chief Executive Officer to sign all notices and documents in accordance with the Land Acquisition and Compensation Act 1986 and Transfer of Land Act 1958; and***
- 3. Council declare the information contained in the confidential document Item F1.1 Attachment 2 Valuation Advice and Certificates of Valuation of this Council meeting agenda and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as 'confidential' by the General Manager Development on 11 December 2017 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989: d) contractual matters; be designated confidential information under Section 77 Clause (2)(b) of the Local Government Act 1989.***

## BACKGROUND

On 31 October 2014, the Attorney-General approved Council's request for an extension of time and variation to the Wellington Coast Subdivisions funding agreement with the State Government. This approval provided for the continued implementation of the long-term solution to the Wellington Coast (Ninety Mile Beach), and now includes the coastal dunes and flood inundation areas.

Following Council's Resolution on 3 March 2015 to request a new declaration to replace a 1988 declaration (which allowed Council to compulsorily acquire Ninety Mile Beach land), under Section 172(2) of the *Planning and Environment Act 1987* (the Act) a new Notice of Declaration pursuant to the same section of the Act was made by Order in Council and gazetted on 8 September 2016.

The new declaration applies to the 'between settlements area' and additional areas (coastal dunes and flood inundation areas) and is to enable the better use, development or planning of the area. The declaration is to be relied upon in circumstances where persons with an interest in land cannot be contacted or are willing but unable to transfer land to Council. (Refer to **Attachment 1** for the Notice of Declaration).

On 16 August 2016 Council resolved to commence the statutory process to compulsorily acquire land in accordance with the *Land Acquisition and Compensation Act 1986* in the 'between settlements area' of the Ninety Mile Beach subdivisions and authorise the Chief Executive Officer to sign all relevant statutory notices and documents, subject to the issue of a new declaration by the Governor in Council pursuant to Section 172(2) of the *Planning and Environment Act 1987*.

From January to May 2017, compulsory acquisitions were carried out in the 'between settlements area' in accordance with the Notice of Declaration of 8 September 2016 and in accordance with the statutory processes of the *Land Acquisition and Compensation Act 1986*. This included the service of notices in a newspaper circulating in the state, and notices were placed on the affected land as the notices could not be 'served' on the persons with an interest in the land as they had not been found after the conduct of diligent enquiry. A total of 438 lots were compulsorily acquired.

The diligent enquiries were carried out by Council and by external contractors to search for several hundred rated owners with a postal 'address unknown'. Last known contact details and title searches were supplied to the external contractors who carried out skip trace searches. The searches included checking various databases, online searches, numerous phone calls and probate searches of deceased estates where applicable. Voluntary assistance offers were sent out where an address was found, and where the search was unsuccessful the property was added to the 'confirmed address unknown' list.

In the Council report of 16 August 2016, it was noted that in future years further reports would be presented to Council in relation to the coastal dunes and flood inundation areas when the Ninety Mile Beach Plan project extends to these areas. This report relates to the coastal dunes area.

The coastal dunes area involves a much smaller number of private vacant lots than in the 'between settlement area'. The lots are on or next to the primary sand dunes on the beach-side of Shoreline Drive in Golden and Flamingo Beaches, on both sides of Shoreline Drive in Glomar Beach, and north of The Honeysuckles. Of the 420 lots, just under half are already owned by the State Government from a coastal dune buy back scheme carried out in the 1980s. The other half are privately owned, and five of the private lots contain three existing dwellings. Only vacant private lots are included in the Ninety Mile Beach Plan. Of the 100 lots with an 'address unknown' in the July 2017 rate records, the external contractors have since found contact details of more than half of the owners or their representatives. A voluntary assistance offer was sent out where an address was found, and where the search was unsuccessful the property was added to the 'confirmed address unknown' list of 40 lots. This could increase to approximately 60 lots as the external contractors are

conducting final searches in November/December 2017, ready for the compulsory acquisition process to commence in January 2018.

Further searches and reviews of past searches have also resulted in three additional lots in the 'between settlements area' being ready for compulsory acquisition in accordance with the 16 August 2016 resolution of Council, although this number of lots could also increase.

The proposal is for a general resolution to commence the statutory process for the 'coastal dunes', rather than listing individual land and certificate of title descriptions, and to delegate further steps to Officers.

A future report will be presented for the flood inundation areas at a later stage.

## OPTIONS

Council has the following options:

1. To resolve to commence the statutory process to compulsorily acquire land in the 'coastal dunes' in accordance with the Notice of Declaration pursuant to Section 172(2) of the *Planning and Environment Act 1987* dated 8 September 2016, and authorise the Chief Executive Officer to sign all relevant statutory notices and documents; or
2. not to proceed with the recommendations.

## PROPOSAL

That Council resolve to:

1. Commence the statutory process to compulsorily acquire land in accordance with the Notice of Declaration pursuant to Section 172(2) of the *Planning and Environment Act 1987* dated 8 September 2016 in the 'coastal dunes' of the Ninety Mile Beach subdivisions described as Restructure Plan Stages 25 to 32 and Lots 1588 to 1610 on Plan of Subdivision LP 82059 in the Wellington Planning Scheme, only where persons with an interest in specified land cannot be contacted after the conduct of diligent enquiries or are willing but unable to transfer land to Council. (Refer to **Attachment 1** for the Notice of Declaration);
2. Authorise the Chief Executive Officer to sign all notices and documents in accordance with the *Land Acquisition and Compensation Act 1986* and *Transfer of Land Act 1958*;
3. Declare the information contained in **Attachment 2** and designated under Section 77 Clause (2)(c) of the *Local Government Act 1989* as 'confidential' by the General Manager Development on 11 December 2017 because it relates to the following grounds under Section 89(2) of the *Local Government Act 1989*: (d) contractual matters; be designated confidential information under Section 77 Clause (2)(b) of the *Local Government Act 1989*.

## CONFLICT OF INTEREST

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

## FINANCIAL IMPACT

The Wellington Coast Subdivisions varied funding agreement provides funding for the costs associated with the voluntary assistance scheme, voluntary transfer scheme and compulsory acquisition processes. This includes the costs for independent valuations to determine compensation, skip trace searches carried out by external contractors, publication of statutory notices and the payment of compensation to landowners.

The total rates and charges owed by the coastal dune rated owners of the 40 lots with an 'address unknown' is less than \$20,000 as rates on these lots were excused from 1980 to 2006, and no notices were sent out. The funding agreement does not allow Council to cover the cost to Council of rates and charges not paid by landowners. However, Section 31 of the *Land Acquisition and Compensation Act 1986* does allow the acquiring authority (Council) to reduce the offer of compensation by the amount of any rates and charges that are outstanding. Any compensation payable to an owner that cannot be contacted will be set aside as unclaimed money and transferred to the State Revenue Office.

## COMMUNICATION IMPACT

Information about the Ninety Mile Beach Plan land, the voluntary assistance scheme and compulsory acquisition processes is available on Council's website and includes all Restructure Plans. Where an owner can be contacted, a package of information is sent out including an explanatory letter and a Form 2 Frequently Asked Questions sheet, and an Officer is available to answer questions.

The statutory processes in accordance with the *Land Acquisition and Compensation Act 1986* include the service of a notice of intention to acquire land with an accompanying statement (if the address of the person is known), and where the address is not known the publication of the notice in a State newspaper and on the land. Not before two months or after six months, a notice of acquisition is required to be published in the Government Gazette and a local newspaper circulating in the general area where the land is located. Where notices cannot be served, this notice will also be required to be published in a State newspaper and on the land.

## LEGISLATIVE IMPACT

Compulsory acquisition procedures will be carried out in accordance with the *Land Acquisition and Compensation Act 1986*. Formal land valuations determine the amount of compensation (refer to confidential **Attachment 2**) and statutory notices will be served and published in accordance with the required format and timelines. Notices will be lodged with the Registrar of Titles as required and, following the vesting of the land, an application will be made to have the titles registered in Council's name in accordance with the *Transfer of Land Act 1958*.

## COUNCIL POLICY IMPACT

This report is consistent with the Council policy number 2.2.3 - Debt collection and interest charging – rates, charges and fire services property levy. The subject land is referred to in section 6 'Inappropriate subdivisions – Ninety Mile Beach' and land described as 'All other restructure areas i.e. Rural Conservation, Coastal Dunes (former Beach Dune Buy Back)'. In accordance with the policy rates are charged however interest is not charged and no debt collection action is taken.

## **COUNCIL PLAN IMPACT**

This report and recommendations support the Council Plan 2017–21.

### Vision 3

*'Wellington's natural environment and landscape is clean, diverse, beautiful, accessible and protected.'*

### Strategic Objective 3.1

*'Conserve and protect our natural environment through responsible and sustainable management practices.'*

### Strategy 3.1.1

*'Ensure development is appropriate to conserve our environmentally sensitive landscapes for future generations.'*

## **PLANNING POLICY IMPACT**

This report and recommendations are consistent with the Ninety Mile Beach Policy and plans in Clause 22.08 of the Wellington Planning Scheme. The policy applies to the use, development and subdivision of land along the Ninety Mile Beach and the new Notice of Declaration pursuant to Section 172(2) of the *Planning and Environment Act 1987*, implements the Ninety Mile Beach Policy and results in the better use, development and planning of the Ninety Mile Beach area.

The policy discourages development that adversely impacts on the coastal and lakes environment, and within areas designated as 'rural conservation', and discourages any development on the coastal dunes.

## **RESOURCES AND STAFF IMPACT**

It is proposed that if the recommendation is adopted, Council would continue to administer the Ninety Mile Beach Plan using internal staff resources and the funds available under the funding agreement.

## **COMMUNITY IMPACT**

Adoption of the recommendation will have a positive impact on those landowners of coastal dune land currently willing but unable to transfer their land to Council.

There will also be a wider community benefit by compulsory acquisition of lots on the primary sand dunes and will result in a smaller number of lots remaining in private ownership as a greater number will be in Council or State ownership. This will benefit the general community as it will ensure that the natural environment and environmentally sensitive landscape of the Ninety Mile Beach primary sand dunes are protected and conserved for future generations.

It will also improve the ability of Council to develop and implement future public land management strategies in conjunction with Parks Victoria, the Country Fire Authority and other relevant agencies and government departments. This could include the removal of rubbish and unlawful storage and structures on Council-managed land, the closure of unused roads, native vegetation protection,

and future fire management strategies aimed at the reduction in bushfire risk and protection of the local communities of Golden and Paradise Beach and The Honeysuckles.

## **ENVIRONMENTAL IMPACT**

Adoption of the recommendation will result in an increase in the transfer to Council of vacant private land in the coastal dunes and therefore assist in further protection of the Ninety Mile Beach dunes from further inappropriate development and native vegetation removal. This will ensure that the natural environment and environmentally sensitive landscape of the Ninety Mile Beach primary sand dunes are protected and conserved for the benefit of future generations.

## **CONSULTATION IMPACT**

There has been a process of engagement with the land owners of the coastal dune land since July 2017, by direct letters, telephone, email and face to face. Diligent enquiries have been undertaken to locate or check contact details of landowners who have not been able to be contacted or have not responded to letters. Despite these efforts there are many land owners that cannot be contacted and it is their land that is the subject of this report. As required, statutory notices will be served and published in accordance with the required format and timelines.

**ATTACHMENT 1: NOTICE OF DECLARATION PURSUANT TO SECTION 172(2) OF THE  
PLANNING AND ENVIRONMENT ACT 1987 DATED 8 SEPTEMBER 2016 (5 pages)**

2208 G 36 8 September 2016

Victoria Government Gazette

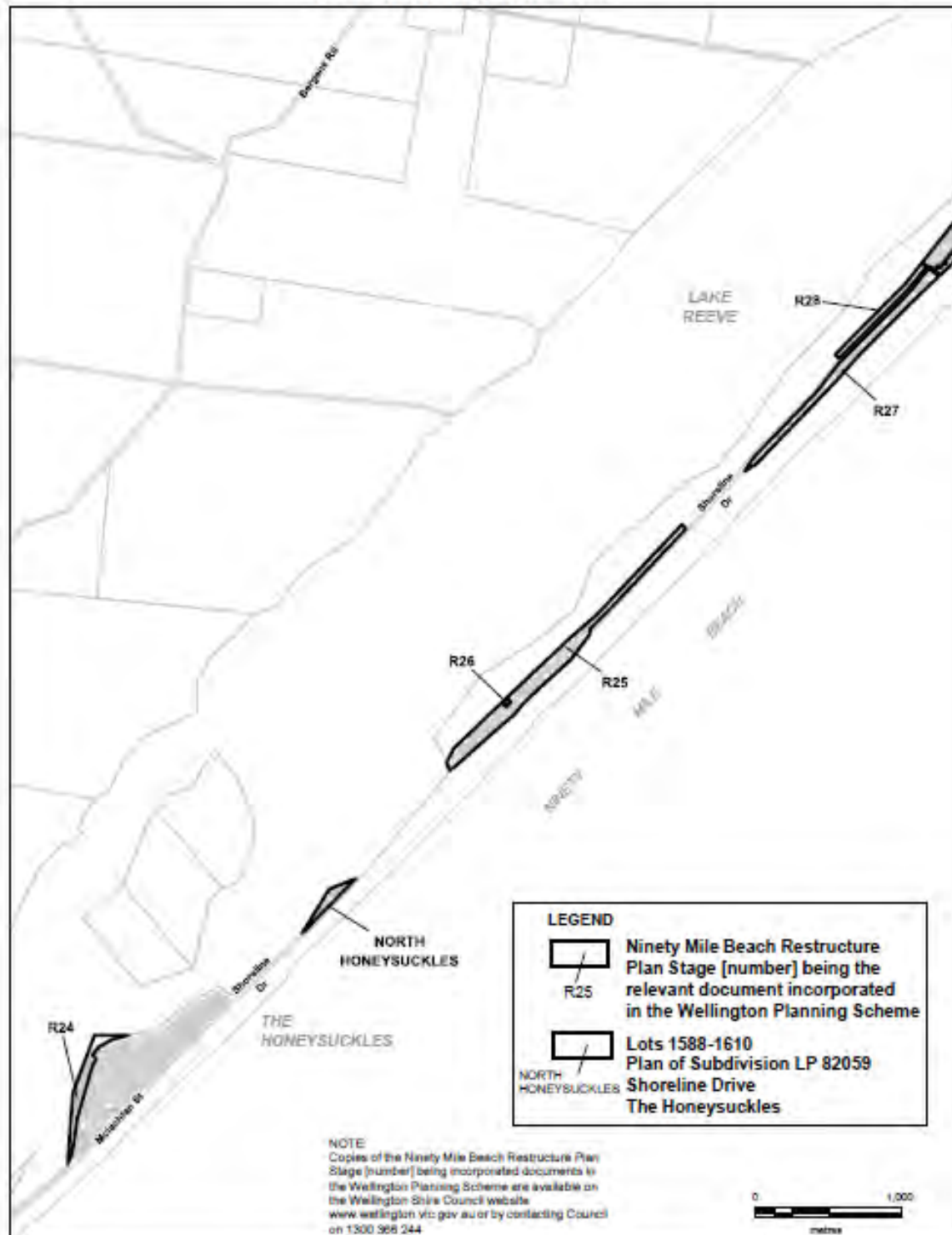
**Planning and Environment Act 1987**  
**NOTICE OF DECLARATION PURSUANT TO SECTION 172(2)**  
**Order in Council**

The Administrator, as the Governor's deputy, with the advice of the Executive Council, under section 172(2) of the **Planning and Environment Act 1987**, being satisfied that to enable the better use, development or planning of the area defined below it is desirable that Wellington Shire Council, as responsible authority, compulsorily acquires land in the area, revokes the existing declaration made on 7 September 1988 and declares the area defined below to be an area to which section 172(1)(c) of the **Planning and Environment Act 1987** applies.

The area for the purposes of this declaration is described as and shown outlined in bold on the plan in the attached Schedule.



Planning and Environment Act 1987  
NOTICE OF DECLARATION PURSUANT  
TO SECTION 172(2) SCHEDULE

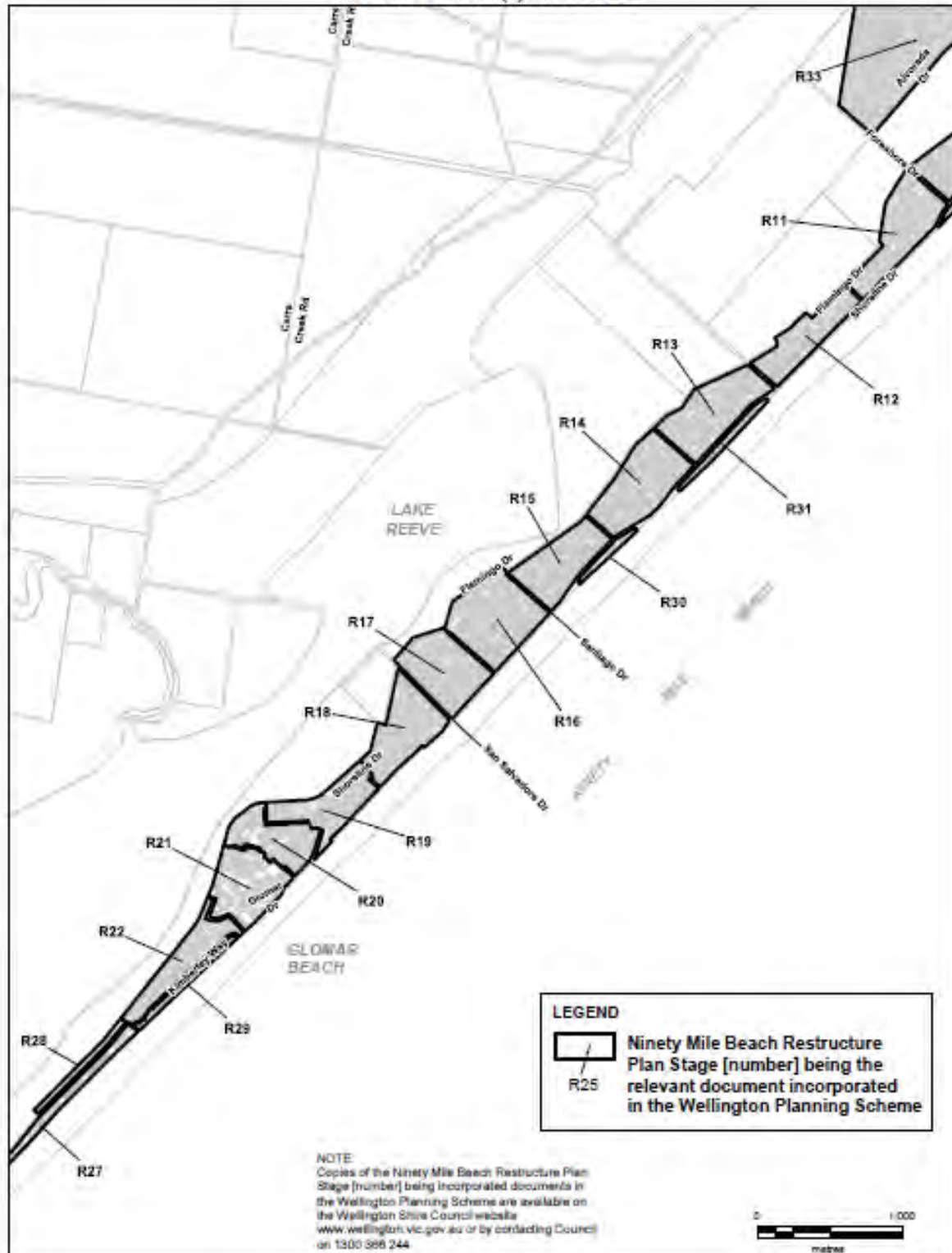


**DECLARED AREA**  
**Index Sheet 1 of 4 - LEGL/16-234**





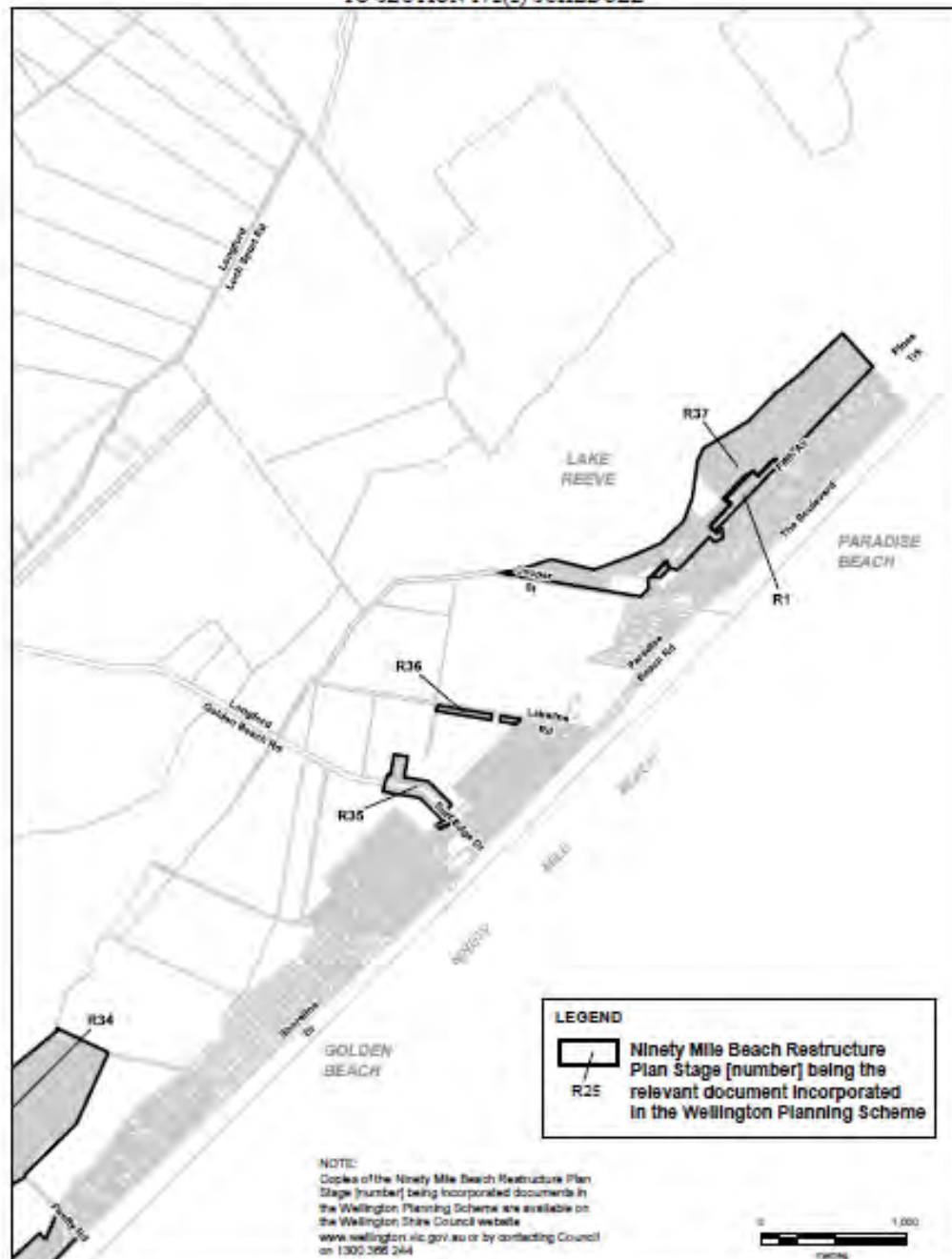
**Planning and Environment Act 1987  
NOTICE OF DECLARATION PURSUANT  
TO SECTION 172(2) SCHEDULE**



**NOTE**  
Copies of the Ninety Mile Beach Restructure Plan Stage [number] being incorporated documents in the Wellington Planning Scheme are available on the Wellington Shire Council website [www.wellington.vic.gov.au](http://www.wellington.vic.gov.au) or by contacting Council on 1300 388 244

DECLARED AREA  
Index Sheet 3 of 4 - LEGL./16-234

**Planning and Environment Act 1987**  
**NOTICE OF DECLARATION PURSUANT**  
**TO SECTION 172(2) SCHEDULE**



**DECLARED AREA**  
**Index Sheet 4 of 4 - LEGL/16-234**

This Order comes into effect on the date it is published in the Government Gazette.

Dated 6 September 2016

Responsible Minister:  
**RICHARD WYNNE**  
 Minister for Planning

**ANDREW ROBINSON**  
 Clerk of the Executive Council



## C4 - REPORT

# GENERAL MANAGER BUILT AND NATURAL ENVIRONMENT

**ITEM C4.1****ASPHALT RESHEETING URBAN STREETS**

DIVISION: BUILT AND NATURAL ENVIRONMENT

ACTION OFFICER: MANAGER ASSETS AND PROJECTS

DATE: 19 DECEMBER 2017

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

**OBJECTIVE**

For Council to consider entering into a contract for the annual program of asphalt resheeting of urban streets.

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

***That:***

- 1. Council adopt the recommendations contained in the attached confidential Tender Evaluation Report at Item F1.2 Contract 2018-037 Asphalt Resheeting Urban Streets; and***
- 2. The information contained in the confidential document Item F1.2 Contract 2018-037 Asphalt Resheeting Urban Streets of this Council meeting agenda and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the General Manager Built & Natural Environment on 30 November 2017 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989: d) Contractual matters be designated confidential information under Section 77 Clause (2)(b) of the Local Government Act 1989, except that once this recommendation has been adopted the name of the successful tenderer can be made public.***

**BACKGROUND**

The asphalt resheeting of urban streets program is an annual program targeted at highly trafficked streets, carparks or reserves where a spray sealing treatment is not cost effective. The works comprise, but are not limited to major patching, asphalt resurfacing and linemarking.

**OPTIONS**

Council have the following options available:

1. Adopt the recommendations contained in the attached confidential Tender Evaluation Report for contract 2018-037 Asphalt Resheeting Urban Streets; or
2. Not enter into a contract and not proceed with these works at this time.

## **PROPOSAL**

That Council adopt the recommendations contained in the attached confidential Tender Evaluation Report for contract 2018-037 Asphalt Resheeting Urban Streets.

## **CONFLICT OF INTEREST**

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

## **FINANCIAL IMPACT**

The proposed asphalt resheeting program is budgeted for in the 2017/18 Capital Works Program.

## **LEGISLATIVE IMPACT**

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

## **RESOURCES AND STAFF IMPACT**

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

## **COMMUNITY IMPACT**

The improved and upgraded roads and carparks will have a positive community impact.

## **ENVIRONMENTAL IMPACT**

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

## **CONSULTATION IMPACT**

Council's consultation practices that will be implemented on this project include advertising on the website, letter drops to affected properties and advance warning signs.

## **RISK MANAGEMENT IMPACT**

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



**ITEM C4.2****DUNDAS STREET RECONSTRUCTION WORKS**

DIVISION: BUILT AND NATURAL ENVIRONMENT  
ACTION OFFICER: MANAGER ASSETS AND PROJECTS  
DATE: 19 DECEMBER 2017

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

**OBJECTIVE**

For Council to consider entering into a contract for the Dundas Street, Sale reconstruction works between Stawell Street and Cunninghame Street.

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

***That:***

- 1. Council adopt the recommendations contained in the attached confidential Tender Evaluation Report at Item F1.3 Contract 2018-036 Dundas Street Reconstruction Works; and***
- 2. The information contained in the confidential document Item F1.3 Contract 2018-036 Dundas Street Reconstruction Works of the Council Meeting and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the General Manager Built and Natural Environment on 11 December 2017 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:  
d) Contractual matters  
be designated confidential information under Section 77 Clause (2)(b) of the Local Government Act 1989, except that once this recommendation has been adopted the name of the successful tenderer can be made public.***

**BACKGROUND**

The works in this contract form part of a Special Charge Scheme for Dundas Street between Stawell Street and Cunninghame Street. The works are designed to improve the road pavement, stormwater drainage and pedestrian access through these areas. The works include lowering of the road pavement to reduce flooding of adjacent properties, construction of kerb and channel, drainage, footpaths, and intersection linemarking.

**OPTIONS**

Council have the following options available:

1. Adopt the recommendations contained in the attached confidential Tender Evaluation Report for contract 2018-036 Dundas Street Reconstruction Works; or

2. Not enter into a contract and not proceed with the works at this time.

## **PROPOSAL**

That Council adopt the recommendations contained in the attached confidential Tender Evaluation Report for contract 2018-036 Dundas Street Reconstruction Works.

## **CONFLICT OF INTEREST**

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

## **FINANCIAL IMPACT**

The proposed works are budgeted for in the 2017/18 Capital Works Programs.

## **LEGISLATIVE IMPACT**

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

## **RESOURCES AND STAFF IMPACT**

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

## **COMMUNITY IMPACT**

This project is likely to result in positive community impact as it provides significant improvements to the streetscape, safer pedestrian paths and improved drainage in the area.

## **ENVIRONMENTAL IMPACT**

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

## **CONSULTATION IMPACT**

As this project is the result of a Special Charge Street Construction Scheme the impacted property owners are aware of the proposed works. Further consultation will involve advising of start dates on the website and a letter drop to all affected residents prior to work commencing onsite.

## **RISK MANAGEMENT IMPACT**

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



**ITEM C4.3****MARLEY STREET NORTH RECONSTRUCTION WORKS**

DIVISION: BUILT AND NATURAL ENVIRONMENT

ACTION OFFICER: MANAGER ASSETS AND PROJECTS

DATE: 19 DECEMBER 2017

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

**OBJECTIVE**

For Council to consider entering into a contract for the reconstruction of a section of the north end of Marley Street, Sale between Macarthur Street and Raglan Street.

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

- Council adopt the recommendations contained in the attached confidential Tender Evaluation Report at Item F1.4 Contract 2018-034 Marley Street North Reconstruction Works; and***
- The information contained in the confidential document Item F1.4 Contract 2018-034 Marley Street North Reconstruction Works of the Council Meeting and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the General Manager Built and Natural Environment on 11 December 2017 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:***  
***d) Contractual matters***  
***be designated confidential information under Section 77 Clause (2)(b) of the Local Government Act 1989, except that once this recommendation has been adopted the name of the successful tenderer can be made public.***

**BACKGROUND**

The works in this contract form part of a Special Charge Scheme for Marley Street between Macarthur Street and Raglan Street. The works are designed to improve the road pavement, stormwater drainage and pedestrian access through these areas. The works include lowering of the road pavement to reduce flooding of adjacent properties, construction of kerb and channel, drainage, footpaths, and intersection linemarking.

## **OPTIONS**

Council have the following options available:

- Adopt the recommendations contained in the attached confidential Tender Evaluation Report for contract 2018-034 Marley Street North Reconstruction Works; or
- Not enter into a contract and not proceed with the works at this time.

## **PROPOSAL**

That Council adopt the recommendations contained in the attached confidential Tender Evaluation Report for contract 2018-034 Marley Street North Reconstruction Works.

## **CONFLICT OF INTEREST**

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

## **FINANCIAL IMPACT**

The proposed works are budgeted for in the 2017/18 Capital Works Programs.

## **LEGISLATIVE IMPACT**

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

## **RESOURCES AND STAFF IMPACT**

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

## **COMMUNITY IMPACT**

This project is likely to result in positive community impact as it provides significant improvements to the streetscape, safer pedestrian paths and improved drainage in the area.

## **ENVIRONMENTAL IMPACT**

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

## **CONSULTATION IMPACT**

As this project is the result of a Special Charge Street Construction Scheme the impacted property owners are aware of the proposed works. Further consultation will involve advising of start dates on the website and a letter drop to all affected residents prior to work commencing onsite.

## **RISK MANAGEMENT IMPACT**

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

**ITEM C4.4****SUPPLY OF ELECTRICITY TO LARGE BUILDING AND FACILITIES AND UNMETERED STREET LIGHTING SITES CONTRACT (MAV Number EC8310-2018)**

DIVISION: BUILT AND NATURAL ENVIRONMENT  
ACTION OFFICER: MANAGER BUILT ENVIRONMENT  
DATE: 19 DECEMBER 2017

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

**OBJECTIVE**

For Council to authorise the Chief Executive Officer to enter into contracts for a 36-month supply of electricity to large building and facilities and unmetered street lighting sites.

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

- 1. Council adopt the recommendations contained in the attached confidential Tender Evaluation Report at Item F1.5 Supply of electricity to large building, facilities and unmetered street lighting sites contract (MAV EC8310-2018); and***
- 2. The information contained in the confidential document Item F1.5 Supply of Electricity to large buildings, facilities and unmetered street lighting site contract (MAV Number EC8310-2018) of this Council Meeting and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the General Manager Built and Natural Environment on 11 December 2017 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989: d) Contractual matters be designated confidential information under Section 77 Clause (2)(b) of the Local Government Act 1989, except that once this recommendation has been adopted the name of the successful tenderer can be made public.***

**BACKGROUND**

On behalf of participating Councils, the Municipal Association of Victoria (MAV) has engaged Trans Tasman Energy Group (TTEG) to conduct a multisite tender process for the supply of electricity to nominated Council facilities.

Council has in the past participated in the MAV collaborative procurement for electricity in accordance with the organisational procurement policy, and the current contract with ERM Power is a result of the last tender process. This contract is due to expire on 31 December 2017.

## OPTIONS

Council have the following options:

1. That Council enter into an agreement with the successful tenderer for retail supply of electricity to large building and facilities and unmetered street lighting sites; or
2. That Council not enter into an agreement and be subject to fluctuating retail market electricity pricing.

## PROPOSAL

That Council enter into a 36-month contract for the supply of electricity to large building and facilities and unmetered street lighting sites.

## CONFLICT OF INTEREST

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

## FINANCIAL IMPACT

Financial impact for supply of electricity to all large building and facilities and unmetered street lighting is included in the confidential attachment.

## LEGISLATIVE IMPACT

Under Section 186 of the *Local Government Act* 1989 (the Act), Council is required to undertake a competitive process prior to entering into a contract. Council signed an Agency Agreement with MAV to participate in a national tender through MAV for supply of electricity to large building and facilities and unmetered street lighting sites. This Agency Agreement complies with the requirements of Section 186 of the Act.

## COUNCIL POLICY IMPACT

This procurement activity complies with Council's Procurement Policy.

## COUNCIL PLAN IMPACT

The Council Plan 2017-2021 Theme 6 Organisational, states the following strategic objectives:

### Strategic Objective 6.1

"Wellington Shire Council is a leader in best practice, innovation, and continuous improvement."

### Strategic Objective 6.3

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

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

## **RESOURCES AND STAFF IMPACT**

The Built Environment Unit will provide the staff and resources to manage this contract.



## **C5 - REPORT**

# **GENERAL MANAGER COMMUNITY AND CULTURE**

**ITEM C5.1****THE WEDGE PERFORMING ARTS CENTRE ADVISORY GROUP MINUTES**

DIVISION: COMMUNITY AND CULTURE  
 ACTION OFFICER: MANAGER ARTS AND CULTURE  
 DATE: 19 DECEMBER 2017

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

**OBJECTIVE**

To receive the minutes from The Wedge Performing Arts Centre Advisory Group meeting held on 15 November 2017.

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

***That Council receive the minutes of The Wedge Performing Arts Centre Advisory Group meeting held on 15 November 2017.***

**BACKGROUND**

The Wedge Performing Arts Centre Advisory Group is a Committee of Council that meets on a quarterly basis. The membership of the Advisory Group includes one Councillor representative, seven community members, and the Entertainment Centre Manager (ex-officio).

As provided under the Committee's Instrument of Delegation approved on 18 February 2014, the objectives and Terms of Reference of the Committee are to provide advice to the Wellington Shire Council representing equally and fairly the views, requirements and aspirations of the Entertainment Centre in relation to:

- Advise Council on policies for the management and promotion of the performing arts in the Wellington Shire, in particular in relation to the Centre but also on other matters as designated by the Council.
- Develop and encourage community participation in, and utilisation of, the Centre and to assist with promoting the Centre's events and facilities to patrons and hirers.
- Advise the Entertainment Centre Manager of the Centre regarding the engagement of performances and events within the Centre's product mix.
- Liaise with the Council's art gallery and promote cooperation between the Centre and other cultural services of Council.
- Utilise networks to obtain support for the Centre, both financial and non-financial, and to assist with philanthropic support of those activities.



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

## **OPTIONS**

Council has the following options:

1. Receive the minutes from The Wedge Performing Arts Centre Advisory Group meeting held on 15 November 2017; or
2. Request additional information and receive the minutes from The Wedge Performing Arts Centre Advisory Group meeting held on 15 November 2017 at a future Council meeting.

## **PROPOSAL**

To receive the minutes from The Wedge Performing Arts Centre Advisory Group meeting held on 15 November 2017.

## **CONFLICT OF INTEREST**

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

## **COUNCIL POLICY IMPACT**

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

## **COUNCIL PLAN IMPACT**

The Council Plan 2017-21 states the following strategic objectives and related strategies:

Theme 1 Communities

### Strategic Objective 1.1

*Maintain friendly, safe communities providing opportunities for residents to lead healthy and active lifestyles.*

#### Strategy 1.1.1

*Continue to deliver services and programs that encourage and foster community wellness and the prevention of disease.*

#### Strategy 1.1.4

*Develop and foster strong relationships with funding agencies, committees of management and local communities for the provision of appropriate recreational infrastructure, programs and services to support healthy and active lifestyles*

### Strategic Objective 1.2

*Celebrate, recognise and acknowledge our diverse community and improve social connections among youth, aboriginal and aged communities.*

#### Strategy 1.2.1

*Ensure that Council services, facilities and events promote inclusivity, social connectedness and accessibility.*

## Theme 2 Services and Infrastructure

### Strategic Objective 2.1

*Council services and infrastructure are responsive to identified current and future community needs within budgeted parameters.*

### Strategy 2.1.2

*Provide access to a diverse range of recreational opportunities for all sectors of the community.*

### Strategic Objective 2.2

*Council assets are responsibly, socially, economically and sustainably managed.*

### Strategy 2.2.2

*Ensure that community facilities within the municipality continue to meet the expectations and service needs of all current and future residents.*

## Theme 4 Lifelong Learning

### Strategic Objective 4.1

*Improve people's access to opportunities to challenge and extend their thinking, promote independence, stimulate ideas, further develop leadership skills and lead meaningful lives.*

### Strategy 4.1.1

*Advocate for improved access to a broad range of high quality learning environments for all age groups and abilities across Wellington Shire.*

### Strategy 4.1.3

*Provide accessible cultural opportunities and activities for all sectors of the community.*

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

## The Wedge Performing Arts Centre Advisory Group Meeting

### Equus Cafe

Wednesday 15 November 2017  
6.00pm

### MINUTES

<b>Present:</b> Don Carmichael, Deirdre Relph, Steve Dwyer, Cr Ian Bye, Stephen Dempsey, Andrew Thomson, Brendan Peters, Melissa Forlano					
<b>Apologies:</b> Jo Clancy					
NO	ACTIVITY	DISCUSSION	ACTION	WHO	WHEN
1.	<b>PREVIOUS MINUTES</b>				
1.1	Minutes	<ul style="list-style-type: none"> <li>All issues from the Suzi Quatro concert have now been resolved</li> <li>The free tickets for secondary school students has slowed down in numbers.</li> </ul>	Have a sign at the box office advertising the tickets	Box Office Staff	
1.2	Business Arising	<ul style="list-style-type: none"> <li>2018 Season Program – Andrew presented the shows for the 2018 season, there are a few less shows than 2017, as there were lower audience numbers, which could be due too there being too many shows for people to attend.</li> <li>2018 Season Launch – The Wedge 2018 Season Launch will be held on Friday 16 February, 8pm and the host will be Cr Darren McCubbin</li> <li>New Venue Branding – The new bi-line of Performing Arts Centre went through Council and has now been approved. Andrew presented the ideas for the new signage. We are working on changing the link for our Facebook page.</li> <li>Ticketserv Update – Melissa spoke about the change over from Sabo to Ticketserv and that there is a large amount of work happening to ensure the implementation is completed late January 2018.</li> <li></li> </ul>	Andrew Thomson to send the group a finance comparison of 2016 / 2017 by end of year.		

<b>2.</b>	<b>STANDARD DISCUSSION ITEMS</b>				
2.1		<ul style="list-style-type: none"> <li>Port of Sale update – Stephen updated the group on the progress of the Port of Sale precinct. All the heavy internal work is complete. The library is moving in late December. Jobs for the Visitor Centre are currently being advertised. The Port of Sale building will open on 6 January 2018 and an official opening will be on 27 January 2018.</li> </ul>			
<b>3.</b>	<b>GENERAL BUSINESS</b>				
3.1		<ul style="list-style-type: none"> <li>Master Plan for the John Leslie Theatre – A discussion has begun about looking into future plans for the theatre, given the major developments at the adjacent Wellington Centre, Port of Sale. The team are also investigating this option due to the recent works both commencing and soon due for completion at West Gippsland Arts Centre and Latrobe City Council. Very early discussion, updates will be made to the group accordingly.</li> </ul>			
<b>4.</b>	<b>OTHER BUSINESS</b>				
4.1		<ul style="list-style-type: none"> <li>Dance for Parkinson's was presented to the group with the first trial class scheduled for Saturday 16 December. Members of the group were encouraged to advertise the program to people they know in the community.</li> </ul>			
<b>5.</b>	<b>NEXT MEETING - Wednesday February 21, 2018 – 6.00pm</b>				

**ITEM C5.2.****BRIAGOLONG RECREATION RESERVE S86 COMMITTEE OF MANAGEMENT AGM MINUTES, TERMS OF REFERENCE AMENDMENT AND MEMBERSHIPS**

DIVISION: COMMUNITY AND CULTURE  
 ACTION OFFICER: MANAGER COMMUNITY WELLBEING  
 DATE: 19 NOVEMBER 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 13 November 2017, including audited financial report, and resignation of the Tennis Club representative;
- Amend the current Briagolong Recreation Reserve Committee of Management Terms of Reference to reflect a membership of up to five community representatives; and
- Appoint the nominated Tennis Club representative and the nominated community representative, as detailed in the attached confidential report, to the Briagolong Recreation Reserve Section 86 Committee of Management for the remainder of the 3-year period, ending 18 December 2018.

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

***That Council:***

- 1. Receive the minutes from the Briagolong Recreation Reserve Committee of Management's Annual General Meeting held on 13 November 2017, including audited financial report, and resignation of the Tennis Club representative.***
- 2. Amend the current Briagolong Recreation Reserve Committee of Management Terms of Reference to reflect a membership of up to five community representatives.***
- 3. Appoint the nominated Tennis Club representative and the nominated community representative, as detailed in the attached confidential report, to the Briagolong Recreation Reserve Section 86 Committee of Management for the remainder of the 3-year period, ending 18 December 2018.***
- 4. The information contained in the confidential attachment Item F1.6 Briagolong Recreation Reserve Section 86 Committee of Management Membership of this Council meeting agenda and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the General Manager Community and Culture on 30 November 2017 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989: (h) any other matter which the Council or special committee considers would prejudice the Council or any person; be designated confidential information under Section 77 Clause (2) (b) of the Local Government Act 1989.***

## 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 in line with Council policy and relevant Council strategic documents.
- To keep the Council informed on the operations, improvements and advancements of the Briagolong Recreation Reserve by forwarding copies of all minutes of all ordinary and extraordinary meetings and the Annual Report.
- To set, maintain and collect appropriate user charges.
- To ensure that the Briagolong Recreation Reserve's capital assets are adequately maintained.
- To provide advice to Council on matters relating to the Briagolong Recreation Reserve

The Committee operates under a Terms of Reference which provide for the Council appointment of members for a 3-year term from 19 December 2015 to 18 December 2018. Committee membership is as follows:

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

Council has received an additional nomination for a community representative however under the current Terms of Reference only four positions are available which have already been appointed. The Briagolong Recreation Reserve is a major facility in Briagolong that takes many volunteer hours to function. The Briagolong Recreation Reserve Committee of Management have therefore requested that Council amend the current Terms of Reference for the Briagolong Recreation Reserve to reflect an increase of community representatives on the committee from four positions to five.

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 Briagolong Recreation Reserve Committee of Management's Annual General Meeting held on 13 November 2017, including audited financial report, and resignation of the Tennis Club representative; and
2. Amend the current Briagolong Recreation Reserve Committee of Management Terms of Reference to reflect a membership of up to five community representatives; and

3. Appoint the nominated Tennis Club representative and the nominated community representative, as detailed in the attached confidential report, to the Briagolong Recreation Reserve Section 86 Committee of Management for the remainder of the 3-year period, ending 18 December 2018; or
4. 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 13 November 2017, including audited financial report, and resignation of the Tennis Club representative;
- Amend the current Briagolong Recreation Reserve Committee of Management Terms of Reference to reflect a membership of up to five community representatives; and
- Appoint the nominated Tennis Club representative and the nominated community representative, as detailed in the attached confidential report, to the Briagolong Recreation Reserve Section 86 Committee of Management for the remainder of the 3 year period, ending 18 December 2018.

## **CONFLICT OF INTEREST**

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

## **LEGISLATIVE IMPACT**

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

## **COUNCIL POLICY IMPACT**

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

## **COUNCIL PLAN IMPACT**

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

### Strategic Objectives 2.2

*Council assets are responsibly, socially, economically and sustainably managed.*

### Strategy 2.2.2

*Ensure that community facilities within the municipality continue to meet the expectations and service needs of all current and future residents.*

## **CONSULTATION IMPACT**

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

# BRIAGOLONG RECREATION RESERVE

## Special Committee of Council

### ANNUAL GENERAL MEETING MINUTES

**MEETING DATE:** 13<sup>th</sup> November 2017

**MEETING TIME:** 7 pm

**MEETING VENUE:** Briagolong Recreation Reserve Clubrooms

**Meeting Opened Time:** 7.23pm

#### 1. Present / Apologies

Name	Title	Representing	Present / Apology
Malcom Hole	Councillor	Shire/Chair	Present
Jenny Elliott	Chairperson	Pony Club	Present
Kylie Wright	Secretary	Community	Present
Vanessa Randle	Treasurer	Tennis Club	Present
Michael Pleydell		Tennis Club	Present however resigned as Tennis club rep
Tracie Binger		Tennis Club	Present
Sharn Anlezark		Junior Football	Present
Jess Fry		Junior Football	Resigned
Darren Randle		Community	Present
Josh Harry		Community	Present
Megan Lee		Community	Present
Tracey Ryan		Pony Club	Present
Denis Murphy		Cricket Club	Present
Sean Padman		Cricket Club	Resigned
Maree May		Cricket Club	Present
Rob Morgan		Pony Club President	AGM attendance
Kylie Cunning		Pony Club	AGM attendance
Susan Reti		Pony Club	AGM attendance
Trevor Gartung		Community	AGM attendance

**Quorum Achieved:** YES

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

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

**Moved:** Jenny Elliot      **Seconded:** Kylie Wright

**CARRIED**



#### 4. Business Arising from Previous AGM

#### 5. Reports

##### 5.1 Chairperson's Report:

##### 5.2 Treasurer's Report:

- Auditors report presented.
- Yearly budget projection presented.
- October 2017 Treasurer's report presented.

##### 5.3 User Group Reports:

###### Football:

- President: Josh Harry Secretary: Melissa Conway
- Auskick U 10's, 12's and 14's next year.

###### Cricket:

- President: Michael Cassidy Secretary: Briony Padman
- Under 10's, 12's, A, C and D grade teams currently playing.

###### Tennis:

- President: Tracie Binger Secretary: Megan Lee
- 5 teams playing
- Hotshot night on Friday nights.

###### Pony Club:

- President: Rob Morgan Secretary: Kylie Cunning
- 30 members presently.

###### Community:

- Community Representative Group is currently in recess.
- Church beside school has been sold which now requires school vegetable gardens to be relocated from church grounds.
- Market's being ran regularly behind Riverstone Cafe.

#### 6. Election of Office Bearers:

All positions declared vacant.

##### 6.1 Chairperson

Moved: Darren Randle

Name: Denis Murphy

Seconded: Jenny Elliot

CARRIED

##### 6.2 Secretary

Moved: Vanessa Randle

Name: Maree May

Seconded: Kylie Wright

CARRIED

##### 6.3 Treasurer

Moved: Denis Murphy

Name: Vanessa Randle

Seconded: Kylie Wright

CARRIED

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

- Will be dispersed via email and confirmed all members have read at next monthly meeting.

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

- Denis proposed \$750 per annum per user group.
- Hire of clubrooms – Bond to be at committee's discretion and joint agreement.
- Signatories: Denis Murphy, Maree May – both to attend Commonwealth bank and have their signatures added. Once this has occurred, Jenny Elliot and Kylie Wright to attend Commonwealth Bank and have their signatures removed. Vanessa Randle to remain as signatory.

#### **CARRIED**

Additional: Trevor Gartung raised that some clubs do not have equitable use of grounds therefore should their yearly fees be reduced? Further discussions held with all present that the fees would remain the same at present however it is at the committee's discretion to review this discussion further by April 2018 and make alterations if deemed necessary.

#### **CARRIED**

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

- Will be dispersed via email and confirmed all members have read at next monthly meeting.

#### **CARRIED**

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

- Pavilion funding shown be known by December 2017 – this is dependent on whether Sports Victoria is accepted and passed.

#### **CARRIED**

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

- Meetings to be held on the 2<sup>nd</sup> Monday of each month at 7.30pm at Briagolong Recreation Reserve clubrooms.

#### **CARRIED**

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

- 8<sup>th</sup> October 2018 at 7.30pm at Briagolong Recreation Reserve clubrooms.

#### **CARRIED**

**Meeting Closed Time: 8.01pm**

## **Briagolong Recreation Reserve Committee** **PRESIDENTS REPORT 2017**

Thank you to all the committee for all of your dedication and commitment to a Public Reserve.

Each group of users have had a busy year within their own groups and raising funds towards the new building.

Due to our fantastic facilities we have had many users and enquiries over the last twelve months from parties, funerals, meetings, camping and all of our usual club activities.

I am looking forward to the next twelve months working with the committee.

*Jenny Elliott*

President

Briagolong Recreation Reserve  
Committee of Management

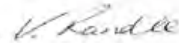
**Briagolong Recreation Reserve**  
Statement of Receipts and Expenses  
for the year ended June 30, 2017

	2016/17	CBA A/C	Bendigo A/C	2015/16	2014/15
CASH AT BANK JULY 1ST	\$ 13709.42	13709.42	0.00	\$ 15418.41	\$ 11993.32
<b>Receipts</b>					
Rent	4050.00	1800.00	2250.00	2650.00	2150.00
Wellington Shire - Operating Subsidy	15146.45	15146.45		14587.00	14163.00
Sale of Scrap (metal)					
Donations/Contributions	5000.00		5000.00		387.50
Interest	1.84	1.84		4.57	3.88
Wellington Shire - Grants	1386.00	1386.00			5000.00
Misc income (overpayment reimbursement)				250.00	
GST Refunds	448.19	448.19		1041.92	1161.52
<b>TOTAL RECEIPTS</b>	<b>26032.48</b>	<b>18782.48</b>	<b>7250.00</b>	<b>18533.49</b>	<b>22865.90</b>
<b>Expenditure</b>					
Audit Fee	330.00	330.00		319.00	294.80
Asset Purchase				281.50	1350.00
Cleaning	409.49	409.49		1020.00	1418.75
Gas					411.00
Electricity	4544.24	4544.24		4459.88	4243.89
Maintenance/Facilities	4895.71	4895.71		9755.17	8589.45
Maintenance/Equipment	906.24	906.24		636.60	1163.25
Miscellaneous items	172.60	172.60			995.78
Water	791.67	791.67		3919.93	1056.88
GST Paid	0.00	0.00		0.00	0.00
<b>TOTAL EXPENDITURE</b>	<b>12049.95</b>	<b>12049.95</b>	<b>0.00</b>	<b>20392.08</b>	<b>19523.80</b>
<b>Net Surplus(loss) Year Ending</b>	<b>13982.53</b>	<b>13982.53</b>	<b>7250.00</b>	<b>-1858.59</b>	<b>3342.10</b>
Add: outstanding cheques	1875.60	1875.60	0.00	149.60	83.00
<b>BALANCE OF CASH AT BANK JUNE 30TH</b>	<b>29567.55</b>	<b>22317.55</b>	<b>7250.00</b>	<b>13709.42</b>	<b>15418.42</b>

TOTAL OF ALL ACCOUNTS AT 30/06/2017 **\$29,567.55**

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 .....



Dated: 4 October 2017

Transaction records, Ledger, minutes and treasurers reports of the Briagolong Recreation Reserve, for the 2016/17 financial year, to be audited by:

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



## **INDEPENDENT AUDITOR'S REPORT**

To the Briagolong Recreational Reserve

### **Qualified Opinion**

We have audited the Statement of Receipts and Expenses ("the statement") of Briagolong Recreational Reserve for the year ending 30 June 2017. 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").

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 2017, is prepared in all material respects in accordance with the Wellington Shire Council Terms of Reference.

### **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 and we are therefore unable to express an opinion on whether the recorded revenue is free of material misstatement.

### **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.





### **Responsibilities of Management and the Committee for the Financial Report**

Management is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards, and for such internal control as management determines is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, management is responsible for assessing the Entity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Entity or to cease operations, or has no realistic alternative but to do so.

The Committee is responsible for overseeing the Entity's financial reporting process.

### **Auditor's Responsibilities for the Audit of the Financial Report**

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report.

We are independent of the Entity in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

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

Rochelle Wrigglesworth  
Director  
GippsAudit Pty Ltd

Date: 6 October 2017  
Place: Sale

16 NOVEMBER 2017

I, MICHAEL PLEYDAL WISH TO RESIGN AS A TENNIS  
REP FROM BRIACOLONG REC RESERVE COMMITTEE.



**ITEM C5.3****CAMERON SPORTING COMPLEX COMMITTEE OF MANAGEMENT MINUTES**

DIVISION: COMMUNITY AND CULTURE  
ACTION OFFICER: MANAGER COMMUNITY WELLBEING  
DATE: 19 DECEMBER 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 General Meeting held on 28 September 2017 including financial statement.

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

***That Council receive the minutes from the Cameron Sporting Complex Committee of Management's General Meeting held on 28 September 2017 including financial statement.***

**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 in line with Council policy and relevant Council strategic documents.
- To keep the Council informed on the operations, improvements and advancements of the Cameron Sporting Complex by forwarding copies of all minutes of all ordinary and extraordinary meetings and the Annual Report.
- To set, maintain and collect appropriate user charges.
- To ensure that the Cameron Sporting Complex's capital assets are adequately maintained.
- To provide advice to Council on matters relating to the Cameron Sporting Complex

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 Meeting, with no conflicts being declared.

## **OPTIONS**

Council has the following options:

1. Receive the minutes from the Cameron Sporting Complex Committee of Management's General Meeting held on 28 September including financial statement; 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 General Meeting held on 28 September 2017 including financial statement.

## **CONFLICT OF INTEREST**

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

## **LEGISLATIVE IMPACT**

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

## **COUNCIL POLICY IMPACT**

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

## **COUNCIL PLAN IMPACT**

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

### Strategic Objective 2.2

*Council assets are responsibly, socially, economically and sustainably managed.*

### Strategy 2.2.2

*Ensure that community facilities within the municipality continue to meet the expectations and service needs of all current and future residents.*

## **CONSULTATION IMPACT**

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

CAMERON SPORTING COMPLEX



## Special Committee of Council

### MINUTES

MEETING DATE 28<sup>th</sup> September 2017, 7.00pm  
Cameron Sporting Complex

Meeting Opened Time: 7:00pm

#### 1. Present / Apologies

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

Quorum Achieved? Yes (Bodye Darvill guest Wellington Shire)

Declaration of Conflicts of Interest: Nil

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

Moved: A. Gaw Seconded: T. Cameron CARRIED

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

#### 3. Business Arising from Previous Minutes

\*Nil

#### 4. Correspondence In:

Letter from Wellington Shire outlining subletting in our Memorandum of Understanding.

5. Correspondence Out :

Letter from Peter on behalf of CSC to Wellington Shire querying subletting in our Memorandum of Understanding.

Now that all queries were satisfied CSC committee signed off on the Memorandum of Understanding.

6. Reports

6.1 Chairperson's Report

6.2 Treasurer's Report: Moved A. Gaw 2<sup>nd</sup>: Y. Higgins

Prue Berry, Peter Anderson , Anna Gaw & Pat Weatherley to be now signatures on account and account instructions to remain 2 to sign

Tracey Cameron and Brad Spinner to be removed as signatories on the account

Moved A. Gaw 2<sup>nd</sup> T. Cameron

6.3 User Group Reports

Gymnastics

Nil

Basketball

New season starts 16/10/2017

60 junior teams

33 Senior Teams

Times will be as follows:

Monday 6pm – 9pm, Tuesday 5:15pm – 9:45pm, Wednesday (Skills 4pm – 4:45pm)

6pm – 9pm, Thursday 6pm – 8:15pm, Friday 4.30pm – 8:15pm.

CBL Men's & Women's Teams

9 children attended Jamboree

7 children academy try outs

Hockey

Season finished

U15's won

Women runner up

102 members (club record)

Maffra Hockey Club club of the year

Junior Football

Season completed

U12 Maffra Red winning C grade premiership

Very successful presentation day with a great attendance

Cricket

4 senior sides

1 under 16

2 under 14

Possibly 3 under 12's

1st round 7<sup>th</sup> October

7. Volunteers

8. OHS / Risk / Facility Fault Report

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

10. General Business:

\*Bodye Darvill WSC updated the water situation

Motion: That we approve the Nordens lane option subject to verification of pumping costs.

Moved T. Cameron 2<sup>nd</sup> P. Weatherley

Motion Carried.

- Malcolm updated that the pavilion is over budget  
Now going back to council and will report back to the committee

Motion: Repair door at pavilion with quote provided at a cost of \$650.00 plus GST

Moved: P. Weatherley 2<sup>nd</sup> A. Gaw

Motion Carried.

T. Cameron reported that window has been vandalised and brick work damaged

Report to police

Secretary to contact council regarding brickwork

Y. Higgins: Darren Bennett had a look at stadium lighting upgrading for free

Waiting for report back

B. Hillbrich:

Hockey reported synthetic ground not ready by the start of next Hockey season  
Wanted to know how much cost would be to use the ground on a pro rata basis  
next season. Committee happy to allow use on a pro rate basis

D. Allman: Cricket Club applying for a building permit for storage shed.

Request to inform personal trainer on the stadium oval to rotate around the  
ground

11. Next Meeting 19<sup>th</sup> October 2017

Meeting Closed Time: 8.10pm

These minutes are:

Confirmed as true and correct on ..... 24<sup>th</sup> October 2017  
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 2017**

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

	SEPTEMBER	Y.T.D.
Wellington Shire:		
Maintenance Grant	\$ 46,531.00	\$ 46,531.00
Audit Works		\$ 3,105.00
Reimburse Water		
Reimbursements:		
Basketball Association	\$ 567.80	\$ 2,595.77
Gymnastics		\$ 1,113.65
Rentals:		
Maffra Junior Football Club		
Maffra Hockey Club		
Maffra Cricket Club		
Schools		
Miscellaneous Rentals		\$ 200.00
Other Income:		
Miscellaneous		
GST Reimbursement		\$ 614.87
GST Collected on Receipts	\$ 56.78	\$ 701.43
Bank Interest		
Transfers:		
From Investment Acc		
From Term Deposit		

## **PAYMENTS**

	SEPTEMBER	Y.T.D.
Electricity -		\$ 1,738.32
Reserve:		
Gippsland Water		
Origin		\$ 57.59
Stadium:		
Origin		\$ 725.81
Mowing Contract:	\$ 1,835.68	\$ 5,417.50
Contract Cleaning:	\$ 874.67	\$ 2,936.94
Maintenance:		
Stadium	\$ 2,269.39	\$ 2,818.59
Reserve/Pavilion	\$ 3,750.00	\$ 4,650.00
Miscellaneous:		
Rubbish Collection	\$ 420.00	\$ 1,263.00
Toilet Supplies		
Audit Costs		\$ 300.00
Sundries:		
PO Box Rental		
Postage	\$ 36.36	\$ 36.36
Materials		
Equipment		
Bank Charges		
Other Expenses:		
GST on Expenses	\$ 918.62	\$ 1,994.42
GST to Shire	\$ 183.72	\$ 206.03
Transfer:		
To Investment Account	\$ 10,000.00	\$ 10,000.00
Term Deposit	\$ 30,000.00	\$ 30,000.00

Total Receipts	\$ 47,155.58	\$ 54,861.72
Balance 1st July 2017		\$ 10,775.83
Total		\$ 65,637.55

Total Payments	\$ 50,288.44	\$ 62,144.56
Balance 30th September 2017		\$ 3,492.99
Total		\$ 65,637.55

### **Bank Reconciliation**

Balance as per Bank Statement (copy attached)

\$ 6,048.70

Less un-presented cheques

Cheque No.	1740	\$ 935.00
	1744	\$ 309.60
	1745	\$ 226.38
	1747	\$ 639.10
	1746	\$ 261.91
	1748	\$ 183.72

\$ 2,555.71

Balance as at 30th September 2017

\$ 3,492.99

**SAVINGS ACCOUNT  
RECEIPTS**

	SEPTEMBER	Y.T.D.
Interest	\$ 0.52	\$ 1.68
Transfers In	\$ 10,000.00	\$ 10,000.00
<b>Total Receipts</b>	<b>\$ 10,000.52</b>	<b>\$ 10,001.68</b>
Balance 1st July 2017		\$ 12,073.96
<b>Total</b>		<b>\$ 22,075.64</b>

Bank Reconciliation  
Passbook Balance as at 30th September 2017

**PAYMENTS**

	SEPTEMBER	Y.T.D.
Bank Charges		
Transfers Out		
<b>Total Payments</b>	<b>\$ -</b>	<b>\$ -</b>
Balance 30th September 2017		\$ 22,075.64
<b>Total</b>		<b>\$ 22,075.64</b>

\$ 22,075.64

**TERM DEPOSIT  
RECEIPTS**

	SEPTEMBER	Y.T.D.
Interest	\$ 209.84	\$ 208.94
Transfers In	\$ 30,000.00	\$ 30,000.00
<b>Total Receipts</b>	<b>\$ 30,209.84</b>	<b>\$ 30,208.94</b>
Balance 1st July 2017		\$ 40,611.07
<b>Total</b>		<b>\$ 70,820.01</b>

Bank Reconciliation  
Term Deposit Balance as at 30th September 2017  
\$ -

**PAYMENTS**

	SEPTEMBER	Y.T.D.
Bank Charges		
Transfers Out		
<b>Total Payments</b>	<b>\$ -</b>	<b>\$ -</b>
Balance 30th September 2017		\$ 70,820.91
<b>Total</b>		<b>\$ 70,820.91</b>

\$ 70,820.91

**ACCOUNT SUMMARY**

Cheque Account	\$ 3,492.99
Savings Passbook	\$ 22,075.64
Term Deposit	\$ 70,820.91
<b>TOTAL 30th September 2017</b>	<b><u>\$ 96,389.54</u></b>

**ITEM C5.4****MAFFRA RECREATION RESERVE COMMITTEE OF MANAGEMENT MINUTES AND MEMBERSHIP**

DIVISION: COMMUNITY AND CULTURE  
 ACTION OFFICER: MANAGER COMMUNITY WELLBEING  
 DATE: 19 DECEMBER 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 Maffra Recreation Reserve Committee of Management's General Meeting held on 6 November 2017.

For Council to appoint the nominated Rockhounds representative as detailed in the attached confidential report, to the Maffra Recreation Reserve Committee of Management for the remainder of the 3-year period, ending 18 December 2018.

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

- 1. Receive the minutes from the Maffra Recreation Reserve Committee of Management's General Meeting held on 6 November 2017.***
- 2. Appoint the nominated Rockhounds representative as detailed in the attached confidential report, to the Maffra Recreation Reserve Committee of Management for the remainder of the 3-year period, ending 18 December 2018;***
- 3. The information contained in the confidential attachment Item F1.7 Maffra Recreation Reserve Section 86 Committee of Management Membership of this Council meeting agenda and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the General Manager Community and Culture on 30 November 2017 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989: (h) any other matter which the Council or special committee considers would prejudice the Council or any person;  
be designated confidential information under Section 77 Clause (2) (b) of the Local Government Act 1989.***

**BACKGROUND**

The Maffra 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 Maffra Recreation Reserve for the community in an efficient, effective and practical manner.
- To undertake activities designed to protect, promote, utilise and develop the Maffra Recreation Reserve for the use and enjoyment of the local community in line with Council policy and relevant Council strategic documents.
- To keep the Council informed on the operations, improvements and advancements of the Maffra Recreation Reserve by forwarding copies of all minutes of all ordinary and extraordinary meetings and the Annual Report.
- To set, maintain and collect appropriate user charges.
- To ensure that the Maffra Recreation Reserve's capital assets are adequately maintained.
- To provide advice to Council on matters relating to the Maffra Recreation Reserve.

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

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 Maffra Recreation Reserve Committee of Management's General Meeting held on 6 November 2017; and
2. Appoint the nominated Rockhounds representative as detailed in the attached confidential report, to the Maffra Recreation Reserve Committee of Management for the remainder of the 3-year period, ending 18 December 2018; or
3. Seek further information to be considered at a future Council Meeting.

## **PROPOSAL**

That Council receive the minutes from the Maffra Recreation Reserve Committee of Management's General Meeting held on 6 November 2017. That Council appoint the nominated Rockhounds representative as detailed in the attached confidential report, to the Maffra Recreation Reserve Committee of Management for the remainder of the 3 year period, ending 18 December 2018

## **CONFLICT OF INTEREST**

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

## **LEGISLATIVE IMPACT**

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

## **COUNCIL POLICY IMPACT**

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

## **COUNCIL PLAN IMPACT**

The Council Plan 2017-2021 Theme 2 Services and Infrastructure states the following strategic objective and related strategy:

### Strategic Objective 2.2

*Council assets are responsibly, socially, economically and sustainably managed.*

### Strategy 2.2.2

*Ensure that community facilities within the municipality continue to meet the expectations and service needs of all current and future residents.*

## **CONSULTATION IMPACT**

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

# MAFFRA RECREATION RESERVE Special Committee of Council

## MINUTES of MEETING

06/11/2017, 7.30pm

Meeting room Maffra Recreation Reserve Function Centre

President Mat Coleman

Secretary Kath Coggan 0411 098 452

1. **Present** J. Toma, L. Ogilvie, I. Crockford, M. Coleman, K. Coggan, K. Christensen, S. Bragg, P. Shelton. Guest Grant Smith (Rockhounds) D. Morahan and K. McClennan, Wellington Shire.
2. **Apologies** P. Bourke, late apology Vicki Hamilton

### 3. Declaration of Conflicts of Interest

### 4. Confirmation of Minutes of Previous Meeting

Moved by J. Toma seconded by S. Bragg

### 5. Business Arising from Previous Minutes.

Men's Shed. Peter Quennell has advised us that they have acquired the Gippsland Water premises for their shed. He thanks us for our help.

#### **Treasurers Report**

Report tabled

Request Football/Netball Club email remittance advice

#### **MOTION**

To change signatories from Mark Hewlitt and add Kath Coggan and Mat Coleman. **Moved L. Ogilvie and seconded by J. Toma**

**Moved Treasurer's report be accepted. L. Ogilvie seconded J. Toma**

### 6. Reports

6.1 **Rockhounds- Grant Smith has been nominated to be their rep**

6.2 **Maffra Football/Netball. AGM on 28/11/2017.** No anticipated changes to management. Can't afford disruption to the start of the season. All coaches appointed. Training starts at the end of November.

6.3 **Kennel Club.** 5 international judges appointed. 4 from Portugal and 1 Canada

6.4 **American Truck Historical Society.** Poultry Club have decided not to let out their kitchen but didn't inform the Truck Society. Only became aware of the situation early Nov. Will work with the Football/ Netball Club with a donation of \$200 for use of kitchen and \$200 for venue This is for the event on Nov 25<sup>th</sup> and 26<sup>th</sup>.

6.5 **Poultry Club.** No report or Representative on the Rec Reserve Committee. Also they have changed the lock and haven't given the Rec Reserve a copy. Secretary to write letter outlining these issues.

- 6.6 **Agricultural Society.** Successful show. Daytime was very busy but night time carnival marred by bad weather (again) Request that we keep vehicles off the Netball Courts. Show debrief meeting 08/11/2017
- 6.7 **Band.** Christmas Carols will be at the Rec Reserve. Tentatively booked Victoria Park
- 6.8 **Eastern Vic. Pleasure Harness Club Inc.** Dressage Champs April 2018. EVPHC upcoming events Dec 10- Christmas themed breakup, Feb 10<sup>th</sup>, 11<sup>th</sup> 2 day graded driven dressage competition

## **7. Facility Fault Report**

Plumber fixed leaking tap in Umpire's room, repairs to East toilets, repaired toilet seat in main pavilion, inspected and checked toilets near wool pavilion, replaced 2 skylights in the Woolshed Power mushrooms have been repaired by Jason Phillips

## **8. General Business**

### **Drainage update and finances discussion**

Dean Morohan and Karen McLennan from Wellington Shire were in attendance to discuss the drainage plans. Generally, we think the plans are good but became aware of the timeline and the possibility that the grounds would not be ready for the beginning of the football season. Resolved to roll the money over into the next financial year. Tenders will be put out early 2018 with the work ready to commence 1/11/2018

**Mardi Gras-** Decided not to go with this as a fund raiser. Will organize a staggered few fundraising events over the next year.

**Band room curtains.** Irene has got a quote from Maffra Floors and Walls for \$1,265 for a blind. Will get another quote.

**Defibrillator access.** Near the bar area

## **9. Next Meeting 04/12/2017 at 7.30 pm**

**ITEM C5.5****NEWRY RECREATION RESERVE COMMITTEE OF MANAGEMENT MINUTES**

DIVISION: COMMUNITY AND CULTURE  
ACTION OFFICER: MANAGER COMMUNITY WELLBEING  
DATE: 19 DECEMBER 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 Newry Recreation Reserve Committee of Management's General Meeting held on 20 November 2017.

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

***That Council receive the minutes from the Newry Recreation Reserve Committee of Management's General Meeting held on 20 November 2017.***

**BACKGROUND**

The Newry 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 Newry Recreation Reserve for the community in an efficient, effective and practical manner.
- To undertake activities designed to protect, promote, utilise and develop the Newry Recreation Reserve for the use and enjoyment of the local community in line with Council policy and relevant Council strategic documents.
- To keep the Council informed on the operations, improvements and advancements of the Newry Recreation Reserve by forwarding copies of all minutes of all ordinary and extraordinary meetings and the Annual Report.
- To set, maintain and collect appropriate user charges.
- To ensure that the Newry Recreation Reserve's capital assets are adequately maintained.
- To provide advice to Council on matters relating to the Newry Recreation Reserve.

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

## **OPTIONS**

Council has the following options:

1. Receive the minutes from the Newry Recreation Reserve Committee of Management's General Meeting held on 20 November 2017.
2. Seek further information to be considered at a future Council Meeting.

## **PROPOSAL**

That Council receive the minutes from the Newry Recreation Reserve Committee of Management's General Meeting held on 20 November 2017.

## **CONFLICT OF INTEREST**

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

## **LEGISLATIVE IMPACT**

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

## **COUNCIL POLICY IMPACT**

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

## **COUNCIL PLAN IMPACT**

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

### Strategic Objective 2.2

*Council assets are responsibly, socially, economically and sustainably managed.*

### Strategy 2.2.2

*Ensure that community facilities within the municipality continue to meet the expectations and service needs of all current and future residents.*

## **CONSULTATION IMPACT**

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

## **NEWRY RECREATION RESERVE**

General Meeting Minutes – meeting opened at 7.15pm.

20/11/2017

*Present:* M Berryman, G Smith, C Shingles,  
B Shingles, M Hole, K Whitehurst, M Humphris, K Miriams.  
*Apologies:* K Lascelles, M Cox.  
*Moved* M Berryman, 2<sup>nd</sup> C Shingles that apologies be accepted.

---

### **1. Minutes of Previous Meeting.**

The minutes were presented to be a true and correct record. Moved G Smith, 2<sup>nd</sup> M Berryman.

### **2. Treasurers Report.**

Current balance as at 20/11/17 is \$11,041.16. All accounts have been cleared. Moved that this is a true and correct record, M Berryman, 2<sup>nd</sup> K Whitehurst.

## **BUSINESS ARISING FROM THE PREVIOUS MINUTES.**

And we're still waiting – Clare to seek 2 quotes - Still waiting on the 2 quotes for replacement of the Golf Course fence on the Newry/Boisdale Road. Graeme Smith was to seek these and report back to the committee, Ken and Brad will speak to 2 local fencers and get quotes organized.

Moved M Berryman, 2<sup>nd</sup> C Shingles.

## **General Business.**

1. Malcolm spoke to us at the last meeting about getting a business plan from each club and submitting it to council, for assistance with bigger things such as kitchen update for the footy rooms, help with new car park for the fire brigade. The Football club have started and more detail will follow in the club's report.  
Moved C Shingles, 2<sup>nd</sup> M Berryman.
2. Football Corner – we had a discussion regarding the recent tragic events at this intersection. We understand that Vicroads and the Wellington Shire Council have visited the site and will be undertaking studies to see what can be done to increase safety. At this point we believe that Stop signs and a central Island may be introduced which may help slow people down. As a committee we would like to see all our troublesome intersections revisited and any missing warning signs, or improvements duly noted and rectified where possible. With members of our committee and community having to attend these horrific accidents any moves to reduce the trauma of these incidents would be gratefully received.

## **User Group Reports.**

### **Football Club.**

The football club is looking like having 4 teams again for 2018, Netball may increase to 5. As part of their business plan they would like to try and get some facilities for the girls as in change rooms/toilets, as there are no separate areas at the moment. Malcolm will present our business plan to the council and the LVA on



its completion. Some of the other things the club would like to work towards is an upgrade to the kitchen, new hot water system for the showers, better disabled access and facilities, sound system/PA, more storage, repairs to guttering and spouting, solar power and a refurb on the current storage shed (not closed in). Clare is to chase up getting the business plan finished, with a football club meeting being held tomorrow night 21/11/17.

**Motorcycle Club.**

No representative.

**Golf Club.**

The golf club has just held their annual tournament Graeme reported that attendance was up on the last few years, but they'd still love to see some new members. Graeme would like some rain to freshen the greens up before the drying summer weather gets here.

**Upper Maffra Mechanics Institute.**

Mark & Kate reported on their proposal for the UMMI (Newry Hall), they are applying for funding to upgrade the acoustics and improve the supper room and library, with new flooring and paint, repairs to dado where required, heating and cooling improvements. They have a very good chance to get some funding and take the hall to the next level. The committee was very impressed by the work they have already put in and hope they are successful in their endeavours. Our hall is a terrific asset to the whole community and the hall committee have shown how committed they are to making sure it's a user friendly facility for a wide range of user groups and the community in general, for now and well into the future.

Kate Miriams moved a motion that the Recreation Reserve Committee give their full support in assisting the Upper Maffra Mechanics Institute in its application for funding through the Latrobe Valley Authority and the Wellington Shire Council. Seconded Graeme Smith – unanimously accepted.

**Fire Brigade.**

Karen reported that they have been busy getting ready for the summer fire season. Parking space has been increased and a new fence erected. Santa will be making his annual Christmas morning run through the town, so we hope everyone enjoys a visit. It was also pointed out that the Fire station has been named as a stop point for the Great Victorian Bike ride – Karen to get in touch with Mark Coleman and find out what is expected as the riders will only have travelled from Maffra that morning.

**COUNCILLOR REPORT.**

Malcolm expressed his willingness to assist the Hall Committee and any others with funding efforts. He also reminded us to get our Business plans in to him so he can speak on our behalf.

**NEWRY 8's.**

No Representative present.

**Meeting Closed: 8.07pm. Next Meeting: Monday February 26th @ 7pm.**





## **D. URGENT BUSINESS**



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



**F. CONFIDENTIAL ATTACHMENT/S**

**F. CONFIDENTIAL ATTACHMENT/S**



**ORDINARY COUNCIL MEETING  
19 DECEMBER 2017**

On this 11 December 2017, in accordance with Section 77 Clause (2)(c) of the *Local Government Act 1989*; I, General Manager Development declare that the information contained in the attached document **ITEM F1.1 ATTACHMENT 2 NINETY MILE BEACH SUBDIVISIONS: COMPULSORY ACQUISITION OF COASTAL DUNE LAND** is confidential because it relates to the following grounds under Section 89(2) of the *Local Government Act 1989*:

d) ***contractual matters***



.....  
**General Manager Development (Delegate)**



**ORDINARY COUNCIL MEETING  
19 DECEMBER 2017**

On this day of 30 November 2017, in accordance with Section 77 Clause (2) (c) of *the Local Government Act 1989*; I, Chris Hastie General Manager Built and Natural Environment declare that the information contained in the attached document **ITEM F1.2 CONTRACT 2018-037 ASPAHLT RESHEETING URBAN STREETS** confidential because it relates to the following grounds under Section 89(2) of the *Local Government Act 1989*:

***d) Contractual matters***



.....  
**Chris Hastie General Manager Built and Natural Environment (Delegate)**



**ORDINARY COUNCIL MEETING  
19 DECEMBER 2017**

On this day of 11 December 2017, in accordance with Section 77 Clause (2) (c) of the *Local Government Act 1989*; I, Chris Hastie General Manager Built and Natural Environment declare that the information contained in the attached document **ITEM F1.3 CONTRACT 2018 – 036 DUNDAS STREET RECONSTRUCTION WORKS** is confidential because it relates to the following grounds under Section 89(2) of the *Local Government Act 1989*:

**d) Contractual matters**



**CHRIS HASTIE**  
General Manager Built and Natural Environment (Delegate)



**ORDINARY COUNCIL MEETING  
19 DECMEBER 2017**

On this day of 11 December 2017, in accordance with Section 77 Clause (2) (c) of the *Local Government Act 1989*; I, Chris Hastie General Manager Built and Natural Environment declare that the information contained in the attached document **ITEM F1.4 CONTRACT 2018 – 034 MARLEY STREET NORTH RECONSTRUCTION WORKS** is confidential because it relates to the following grounds under Section 89(2) of the *Local Government Act 1989*:

**d) Contractual matters**



**CHRIS HASTIE**  
General Manager Built and Natural Environment (Delegate)



**ORDINARY COUNCIL MEETING  
19 DECEMBER 2017**

On this day of 11 December 2017, in accordance with Section 77 Clause (2) (c) of *the Local Government Act 1989*; I, Chris Hastie General Manager Built and Natural Environment declare that the information contained in the attached document

**ITEM F1.5 ELECTRICITY CONTRACT – MAV (EC 8310-2018)** is confidential because it relates to the following grounds under Section 89(2) of the *Local Government Act 1989*:

**d) Contractual matters**



**CHRIS HASTIE**  
General Manager Built and Natural Environment (*Delegate*)



**ORDINARY COUNCIL MEETING  
19 DECEMBER 2017**

On this 30 November 2017, in accordance with Section 77 Clause (2)(c) of the *Local Government Act 1989*; I, Glenys Butler (Delegate) declare that the information contained in the attached document **ITEM F1.6 BRIAGOLONG RECREATION RESERVE COMMITTEE OF MANAGEMENT MEMBERSHIP** is confidential because it relates to the following grounds under Section 89(2) of the *Local Government Act 1989*:

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



.....  
**General Manager Community and Culture (Delegate)**





**ORDINARY COUNCIL MEETING  
19 DECEMBER 2017**

On this 30 November 2017, in accordance with Section 77 Clause (2)(c) of the *Local Government Act 1989*; I, Glenys Butler (Delegate) declare that the information contained in the attached document **ITEM F1.7 MAFFRA RECREATION RESERVE COMMITTEE OF MANAGEMENT MEMBERSHIP** is confidential because it relates to the following grounds under Section 89(2) of the *Local Government Act 1989*:

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



.....  
**General Manager Community and Culture (Delegate)**



## **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.*

IN CLOSED SESSION

*The information contained in this document has been designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the General Manager Built and Natural Environment on 11 December 2017 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989: f) legal advice*

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**ORDINARY COUNCIL MEETING  
19 DECEMBER 2017**

On this day of 11 December 2017, in accordance with Section 77 Clause (2) (c) of *the Local Government Act 1989*; I, Chris Hastie General Manager Built and Natural Environment declare that the information contained in the attached document **ITEM G1.1 STRATFORD OPEN SPACE LAND ACQUISITION** confidential because it relates to the following grounds under Section 89(2) of the *Local Government Act 1989*:

***f) legal advice***



.....  
**Chris Hastie General Manager Built and Natural Environment (Delegate)**