



WELLINGTON

SHIRE COUNCIL

The Heart of Gippsland

Council Meeting Agenda

Meeting to be held at

Port of Sale Business Centre

Foster Street, Sale

Tuesday 1 August 2017, commencing at 3pm

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ORDINARY MEETING OF COUNCIL – 1 AUGUST 2017

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Council Meeting Information

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

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

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



A - PROCEDURAL



STATEMENT OF ACKNOWLEDGEMENT

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



PRAYER

***“Almighty God, we ask your blessing upon the Wellington
Shire Council, its Councillors, officers, staff and their families.***

***We pray for your guidance in our decisions so that the
true good of the Wellington Shire Council may result to
the benefit of all residents and community groups.”***

Amen



A - PROCEDURAL

A4 CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETING/S

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

ACTION OFFICER:

GENERAL MANAGER CORPORATE SERVICES

DATE:

1 AUGUST 2017

OBJECTIVE

To adopt the minutes of the Ordinary Council Meeting of 18 July 2017.

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

That Council adopt the minutes and resolutions of the Ordinary Council Meeting of 18 July 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:

1 AUGUST 2017

ITEM	FROM MEETING	COMMENTS	ACTION BY
NIL			



A - PROCEDURAL

A9 INVITED ADDRESSES, PRESENTATIONS OR ACKNOWLEDGEMENTS



A - PROCEDURAL

A10 QUESTIONS ON NOTICE



B –REPORT

DELEGATES



C1 - REPORT

CHIEF EXECUTIVE OFFICER

ITEM C1.1**JUNE 2017 PERFORMANCE REPORT**

DIVISION: CHIEF EXECUTIVE OFFICE
ACTION OFFICER: CHIEF EXECUTIVE OFFICER
DATE: 1 AUGUST 2017

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

OBJECTIVE

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

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

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

BACKGROUND

The June 2017 Council Performance Report comprises key highlights towards achievement of the 2013 -17 Council Plan, progress in relation to Initiatives as identified in the 2016/17 Budget together with an overview of Council finances including an Income Statement, a Balance Sheet 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.

Section 138(1) of the *Local Government Act 1989* requires that at least every three months, the Chief Executive Officer must ensure that a statement comparing budgeted revenue and expenditure for the financial year with the actual revenue and expenditure to date is presented to Council at a Council meeting which is open to the public.

OPTIONS

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

1. Receive and note the June 2017 Council Performance Report; or
2. Not receive and note the June 2017 Council Performance Report and seek further information for consideration at a later Council meeting, which would result in Council not meeting legislative requirements.

PROPOSAL

That Council receive and note the attached June 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

The attached financial report informs Council on its financial operations for the June 2017 quarter as well as the expected financial position for the 2016/17 financial year.

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

Section 138(1) of the *Local Government Act 1989* requires that at least every three months, the Chief Executive Officer must ensure that a statement comparing budgeted revenue and expenditure for the financial year with the actual revenue and expenditure to date is presented to Council at a Council meeting which is open to the public.

COUNCIL POLICY IMPACT

The June 2017 Council Performance Report has been prepared in the context of existing Council policies.

COUNCIL PLAN IMPACT

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

Strategic Objective 6.3

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.

JUNE PERFORMANCE REPORT

JUNE 2017 COUNCIL PLAN HIGHLIGHTS

Gippsland Rail

The Hon Darren Chester confirmed more than half-a-billion dollars will be invested on the Gippsland train line, after the Federal Government agreed to a major funding boost towards Victoria's Regional Rail package.

The boost comes after talks between Gippsland MHR and Federal Infrastructure and Transport Minister Darren Chester and State Public Transport Minister Jacinta Allen, which saw the Federal Government agree to provide almost \$1.5 billion owed to Victoria under the Asset Recycling Initiative for the Regional Rail Revival program, announced as part of the Victorian Budget in May.

A total of \$435 million will be spent on major upgrades between Pakenham and Traralgon, and \$95 million to replace the Avon River Bridge, creating about 400 jobs.

Planning Scheme Amendments

Council has received Ministerial approval for two Planning Scheme Amendments in June 2017, including Amendment C51 (General Amendment) and Amendment C92 (Part 1) (Application of the Heritage Overlay to 66 properties across the Shire).

Building Better Organisations

Council staff delivered 'Good Governance: People Management' and co-delivered 'Finding Local Voices' workshops at Wellington Shire's Building Better Organisations Conference on 4 and 5 June. Both workshops had good attendance and received positive feedback that the content was practical, relevant and had participants thinking about changes they could make in their roles or organisations.

Stratford Netball Court

The new Stratford Netball Court was officially opened by the Mayor Carolyn Crossley on 6 May. The project has received very positive feedback from users and forms part of a strategic vision to improve the equity and accessibility of facilities for female participants at the reserve.

Briagolong Rec Reserve

Expression of Interest (EOI) for the Briagolong Recreation Reserve clubroom redevelopment was submitted to Sport and Recreation Victoria on 6 June. If successful through the EOI process, Council will be invited to submit a full application likely in late August/mid-September.

Gallery Exhibitions

The Gallery launched four exhibitions in June. They were Kenneth Jack's 'View'; 'Bohemians of the Bush'; 'Winter' and the Wellington Youth Art Prize at the Maffra Exhibition Space.

The Director opened a separate Kenneth Jack exhibition at the Briagolong Art Gallery and the Curator opened Josephine Jakobi's exhibition 'Halocline' at the East Gippsland Art Gallery.

The Gallery was successful in receiving \$11,000 from the Gordon Darling Foundation for the publication of a book on the history of artists in Gippsland.

Emergency Management updates

Council staff contributed significantly to the Gippsland Arson Prevention Program (GAPP) submission to the Parliamentary Enquiry into Fire Season Preparedness. The final report was released this month recommending funding and support for GAPP and supported Wellington Shire Council recommendation to increase the penalty for Total Fire Ban Day offences.

Aqua energy updates

June has seen a major focus on preparation for the installation of new cardio and exercise equipment at Aqua Energy and the planned Gym relaunch and Aqua Energy Gala Open day. Swim school class adjustments are also underway, prior to the July school holidays. Considerable work has been put into communications with members regarding the changes and improvements.

Infrastructure Design Works

Loch Sport, Charlies Street Boat Ramp upgrade design has been finalised and tenders are now being assessed.

Gippsland Regional Sports Complex - Stage 2 design is now primarily complete and is being prepared for tender.

Port Albert Boat Ramp and Parking upgrades consultation and design are now complete and is being prepared for tender.

Street Tree Program

In line with recent community consultation in Seaspray, 400 street trees have now been planted as part of the township street tree program. In addition, Honeysuckles residents are receiving their native trees to plant on their nature strips.

Hiawatha Flora Reserve

Roadside Weed and Pest Plan has been concluded for the 2016/2017 year. In support of this program, preliminary conversations have been held with the Hiawatha Hall Site Owners Group, and Albert River Landcare Group, regarding a collaborative approach to better protection of the Council managed Hiawatha Flora Reserve area and management of native vegetation values at the Hiawatha Picnic Reserve.

Electrical Line Clearance Management Plan

Powerline vegetation clearance has been completed for 2016/17 year. Wellington's draft Electrical Line Clearance Management Plan (ELCMP) has been completed and will be shortly submitted to Energy Safe Victoria (ESV). The next powerline audit will be undertaken as per our ELCMP in July to September 2017.

Port of Sale Precinct Updates

Port of Sale Skatepark and the first stage of the Port of Sale roadworks are now complete.

The Park Street Bridge has had all bridge beams installed and the bridge deck will be completed soon and all other works on track for completion by the end of July.

Rosedale Roundabout

As a result of upcoming VicRoads roundabout works in Rosedale, an engagement session has been scheduled in July with the Rosedale RSL regarding opportunities for the relocation the Rosedale War Memorial.

Renewal Projects

Yarram Streetscape works and the Yarram Memorial Park creek upgrade projects are also now complete.

Roundabout landscapes renewal projects for Raglan Street/York Street and Raglan Street/Guthridge Parade, Sale have been completed.

Council Plan 2017-21

At its Ordinary Council Meeting on Tuesday 6 June 2017, Wellington Shire adopted the 2017-21 Council Plan.

Council discussed and considered one written submission in relation to the 2017-21 Council Plan. This feedback was received during a four-week public consultation process and during a Special Council Meeting held on Tuesday 30 May 2017

The final 2017-21 Council Plan is built upon the Wellington 2030 Community Vision and establishes the actions Council will take over the next four years toward achieving that vision.

JUNE PERFORMANCE REPORT

Major Initiatives	Completion Target	Progress Comment	Status
LEADERSHIP AND ENGAGEMENT			
Progress the Port of Sale Cultural Hub construction project in line with the project plan.	30 June 2017 (Multiyear project)	Project largely on track as per the original project plan with the official opening due for early December 2017.	In Progress (65%)
Progress the Port of Sale Precinct (The Port) redevelopment project in line with the project plan.	30 June 2017 (Multiyear project)	Works have progressed as per the original works program. Project is on track for completion prior to the official opening in December.	In Progress (75%)
Oversee a review and update of Wellington 2030 and facilitate a comprehensive service review process across the organisation.	30 June 2017	Wellington 2030 Community Vision was adopted by Council on 16 May 2017. Plan is in place to build upon service reviews and develop a framework for service planning across the organisation.	Completed (100%)
As Chair Council of the Gippsland Local Government Network, Wellington will work with other Gippsland Councils to implement objectives in the Gippsland Regional Plan.	30 June 2017 (Ongoing)	Council continues to advocate on several regional projects including Macalister Irrigation District (MID), passenger rail, and Latrobe Valley transitional issues that affect the entire region.	Ongoing
Strongly advocate for the relocation of the Federation Training's Fulham campus to Sale CBD and in doing so improve accessibility to education and training outcomes for the Wellington community.	30 June 2017 (Ongoing)	This continues to be a high priority for Council advocacy. Council is receiving regular briefings from Federation Training CEO and the board. In response to feedback from schools, industry and the community, Council will continue to advocate for a fit for purpose facility in Wellington to address shortfall in vocational education provision.	Ongoing
ORGANISATIONAL			
Explore both Corporate (back office processing) and ICT Shared Services opportunities for the Gippsland Local Government Network (GLGN) Councils.	30 June 2017 (Ongoing)	Benchmarking data, for similar back office and ICT functions, is being reviewed to identify potential	Ongoing

Major Initiatives	Completion Target	Progress Comment	Status
		opportunities for greater efficiencies across the GLGN Councils.	
Plan and implement an organisational wide electronic document, intranet and records management system.	30 June 2017	Stage one has been completed with a draft Business Classification Scheme now developed which will be used to inform system specification and tender document for a new electronic, document and records management system in the 2017/18 period.	Completed (100%)
Implement Stage 3 of the Information Communications Technology (ICT) Strategic Road Map 2015-17 to achieve organisational wide infrastructure and technology upgrade.	30 June 2017	The ICT Strategic Roadmap 2015-17 is in its final year. To date, all strategic objectives have been delivered with great success. Major accomplishments of the plan include; Implementation of new infrastructure and technology to facilitate Councils operational requirements, Design and delivery of a new Unified Communications System to provide an effective and efficient Council communications system, the successful relocation to new Administration offices, implementation of Cloud technologies to facilitate new efficiencies across the organisation.	Completed (100%)
Manage the Port of Sale Cultural Hub and Precinct Project Information Communication Technology (ICT) and Audio Visual (AV) design and installation.	30 June 2017 (Multiyear project)	This project is progressing well for completion scheduled December 2017.	Ongoing
Implement new Position Descriptions, an automated Appraisal System and a KPI reporting database across the organisation.	30 June 2017	Position Descriptions were reviewed and finalised using the new templates for all positions. New performance appraisal system ELMO was launched and 2016/17 Performance Appraisals were completed across the organisation using the new system with more than 65% completion rate. A list of Corporate Performance Indicators (CPIs) were collated and uploaded to the Corporate Planning and Reporting System Pulse and continued reporting since September 2016.	Completed (100%)

Major Initiatives	Completion Target	Progress Comment	Status
Adopt and implement the Domestic Wastewater Management Plan (DWMP)	30 June 2017	The DPMP was approved by the Council. Memorandum of Understanding (MoU) was signed by water authorities on DWMP. Planning has now commenced for the development of an Inspection regime.	Completed (100%)
Drive the Wellington Shire Council Enterprise Agreement No. 9 renegotiation to ensure adoption of an effective and workable agreement.	30 June 2017	The Fair Work Commission formally ratified the Wellington Shire Council's Enterprise Agreement 9 (EA9). All the work required to implement the changes introduced by our new EA9 is now complete.	Completed (100%)
INFRASTRUCTURE			
Support the development of Yarram Early Learning Inc. to ensure the service is not dependent on a Council subsidy beyond June 2017.	30 June 2017	Council provided financial support to Yarram Early Learning Centre to assist with cash flow issues in January 2017. The committee will be better prepared in late 2017 to have a strong financial buffer in place for the quieter month in January 2018. Enrolments at the centre remain at 85% capacity. A new committee was elected at the Annual General Meeting in early June 2017 with four (out of the nine) positions on the committee filled by committee members who were re-elected.	Completed (100%)
Subject to receipt of State Government funding, support Defence Project AIR 5428 outcomes by commencing detailed planning and project programming for upgrades at West Sale Airport including runway extension and asphalt overlay, runway lighting and other associated works.	30 June 2017	Pre-planning works have progressed well for the West Sale Airport runway extension project. Achievements in 2016/17 include: <ul style="list-style-type: none"> * Announcement of State Government funding commitment of \$5M by Hon Ministers Noonan and Pullford in December 2016. * Project Control Group established with Terms of Reference adopted. RAAF confirming their use and requirements for works at West Sale. * Land acquisition secured via agreement to complete land exchange with adjoining land owner. Valuations showed that land received by council of greater value than that exchanged. * Regional Development Victoria Funding Agreement drafted outlining milestones and payment schedule. 	Completed (100%)

Major Initiatives	Completion Target	Progress Comment	Status
		<p>* Extensive consultation was undertaken regarding the project and as part of updating the airport's master plan. A wide range of stakeholders were engaged with over twenty meetings completed with neighbouring land owners, correspondence sent out (including a Fact Sheet) to over sixty properties within the Airport Planning Overlay. A council media release was also issued to ensure the project and master plan update received wide attention.</p> <p>* West Sale Airport Master Plan Update 2017 finalised ready for Council to consider adoption at July 2017 meeting.</p> <p>* Design and construction phases programmed so that runway extension and associated works commissioned prior to RAAF commencing pilot training operations in 2019/20.</p>	
LAND USE PLANNING			
Facilitate the release of industrial land in Wurruk/West Sale to support economic growth.	30 June 2017	With the support of State Government funding, consultants have been appointed to commence the Wurruk/West Sale Industrial Land Use Strategy to facilitate the future industrial rezoning of land identified in the Sale, Wurruk and Longford Structure Plan. Community and stakeholder engagement will be undertaken as the project progresses in 2017/18.	In Progress (15%)
Implement the North Sale Development Plan and Developer Contributions Plan into the Planning Scheme to support well planned housing growth.	30 June 2017	The draft North Sale Development Plan is well progressed and will be completed early in the 2017/18 financial year following final traffic and drainage investigations.	In Progress (75%)
ECONOMY			
Develop a report and roadmap to address further economic and social opportunities as a result of expansion of RAAF Base East Sale.	30 June 2017	The 'Economic and Social Opportunities Arising from Defence Capability Project' was completed in April 2017 and presented to Council. Specific actions are now incorporated into the Business Development team's 2017/18 priorities.	Completed (100%)

Major Initiatives	Completion Target	Progress Comment	Status
COMMUNITY WELLBEING			
Plan for the upgrade of Maffra Gymnastics Club and investigate further enhancements at the Cameron Sporting Complex.	30 June 2017	Strategic planning work around the project has been complete, awaiting Council direction on the preferred option, with a funding application to be lodged in 2017/18	Completed (100%)
Facilitate stakeholder engagement throughout the development and delivery of the Gippsland Regional Sporting Complex (GRSC) Stage 2A.	30 June 2017 (Multiyear project)	<p>Completion of tender documentation for the construction of Stage 2A of GRSC included sign off from all three presidents of Wellington Hockey Clubs.</p> <p>This was achieved following consultation with these key stakeholder groups, after having them identified as likely major users.</p> <p>Stakeholder group representatives also provided input to the proposed fees and charges and gave 'in principle' agreement with the later adopted fees.</p> <p>A GRSC User Group has been re-established, with revised membership to include representatives from the key organisations expecting to use the new synthetic pitch and pavilion, as well as representation from current key user groups.</p> <p>Revised Terms of Reference have been circulated and a nominated Councillor is also expected to attend.</p> <p>Meetings of this group will occur quarterly, commencing in July 2017.</p>	Ongoing

Initiatives	Completion Target	Progress Comment	Status
LEADERSHIP AND ENGAGEMENT			
Facilitate delivery of 2 key outcomes in the 2015-2018 Community Engagement Strategy Action Plan	30 June 2017 (Ongoing)	Although no specific actions were completed as the Action Plan had not been finalised, great progress has been established to develop 'Wellington Engagement Network – Direction and Innovation (WENDI)' as a functioning multi-division Working Group and to develop a plan for implementation of the strategy.	Ongoing
Implement the action plan association with Wellington Shire Economic Development Strategy 2016-2022.	30 June 2017 (Ongoing)	Action Plan outlines the priority actions for the business development team.	Ongoing
Facilitate stakeholder engagement throughout the delivery of the Cowwarr Recreation Reserve Clubroom Redevelopment.	30 June 2017 (Multiyear project)	Project is progressing well, and is on track to commence construction after the 2017 North Gippsland Football League season.	Ongoing
ORGANISATIONAL			
Develop an internal communications plan that will establish and embed a shared understanding of corporate expectations, culture and strategic framework.	30 June 2017	This action will be rolled over into the 2017/18 reporting period. Unable to complete this project due to workload and staffing issues	Deferred
Develop an organisation learning and development strategy to ensure that organisation learning needs are identified, prioritised and implemented cost effectively to achieve to identified outcomes.	30 June 2017	New leadership program has been approved and uploaded into the new Performance Appraisal system for employee learning and development planning for the 2017/18 financial year. This now completes the learning and development strategy for the 2016/17 year as we have now a mixture of compliance and professional development training offered to the organisation. The professional development (leadership component) was developed by way of supervisor level consultation.	Completed (100%)

Initiatives	Completion Target	Progress Comment	Status
Implementation of the 2016/17 Aqua Energy and Gippsland Regional Sporting Complex Business Plan.	30 June 2017	Targeted improvements to swim school have assisted to achieve excellent growth. Planning for Health and Fitness equipment upgrades will enable aggressive marketing and promotion of the gymnasium and related memberships in 2017/18. This is a critical area of importance for Leisure Services. It is acknowledged that a continued focus on high-level delivery of customer service must remain a priority for 2017/18.	Completed (100%)
Manage and deliver Information Communication Technology (ICT) services to East Gippsland Shire Council (EGSC) as per the Memorandum of Understanding.	30 June 2017 (Ongoing)	Major accomplishments of the ICT Memorandum of Understanding (MoU) for the 2016/17 period includes; * Design and Delivery of a new Business Centre for East Gippsland Shire Council * Implementation of a new Finance system to replace existing inefficient 10 year old system * All Service Level Agreement indicators have been delivered as per the MoU.	Ongoing
Implement the new corporate planning and reporting system to ensure strategic organisational alignment and that reporting capabilities are optimised.	30 June 2017	New Corporate Planning and Reporting system 'Pulse' was launched as part of council's new Performance & Accountability Framework. 2016/17 Business plans and new Corporate Performance Indicators across the organisation were reported in the new system since September 2016. Local Government Performing Reporting Framework (LGPRF) indicator data required for 'Know Your Council' website have also been collected through Pulse system this year. While the Pulse system is more cost effective compared to previous system, it has also given more capabilities to the organisation such as Risk reporting and Audit action reporting at a minimum cost. Overall user feedback is very positive regarding the new system.	Completed (100%)

Initiatives	Completion Target	Progress Comment	Status
Identify and implemented an automated Credit Card module to enable procurement efficiency and compliance.	30 June 2017	Credit card module has now been procured after the banking tender resolved.	In Progress (65%)
Inform Aqua Energy's business decisions through the cost allocation model data	30 June 2017 (Ongoing)	While this model provides an alternate financial view of performance it should be acknowledged that this is a very labour intensive and time consuming process and does not provide 'industry norm' comparative data. Nevertheless, the data that has been provided to date has provided interesting comparisons when viewed against the previous similar periods. It will be useful to compare the end of year data with the Local Government Performance Reporting Framework (LGPRF) report data.	Ongoing
Review Council's Business Continuity Planning framework to ensure that an effective plan is in place to maintain the continuity of critical business functions in the event of a business interruption event.	30 June 2017	Council's Business Continuity Planning framework is reviewed with a project plan developed for its renewal in 2017/18	Deferred
Provide access to hearing loop facilities at all public library branches for hearing augmentation.	30 June 2017	All branches now provide hearing loop services for the hearing impaired.	Completed (100%)
Develop and implement a Customer Service Strategy that defines the standards required to improve customer satisfaction across all Council services.	30 June 2017	Background, research and staff consultation completed to prepare the strategy document. Next steps are the draft document and draft action plan.	In Progress (55%)
NATURAL ENVIRONMENT			
Refine and implement the Wetlands Management Process into the Park Service operational plans	30 June 2017	Wetlands Maintenance Standards pro-forma/template was successfully created and standards for four wetlands for implementation were developed. Built Environment is currently considering how to link to these standards and build in additional information regarding town drainage / stormwater management.	Completed (100%)

Initiatives	Completion Target	Progress Comment	Status
Initiate the Depot Nursery Climate Change plant trials	30 June 2017	Plant trails are an initiative to support decision making across all landscapes and relate to climate change, water efficiency, efficiently use of staff resources and maintaining quality public amenity.	Completed (100%)
INFRASTRUCTURE			
Finalise a Stormwater Management Plan which identifies levels of service and service gaps for all townships, supported by a capital works program	30 June 2017	Development of a Stormwater Management Plan has commenced with an initial review of each township undertaken and scope developed. Completion of the project within the 2017/18 financial year has not been possible due to competing priorities, however development will continue in 2018/19.	In Progress (50%)
Complete a review of Councils level of service for bituminous surfacing in residential streets and courts	30 June 2017	A review of Councils level of service for bituminous surfacing in residential streets and courts has been undertaken, considering a broader application of asphalt surfaces as opposed to spray seals. While the program has been established for 2017/18, a network condition assessment will be tendered by October 2017, followed by procurement of seal and pavement management service which will inform an updated 3 year works plan covering 2018/19 to 2020/21.	Completed (100%)
Undertake a review of the 2013 - 2016 Boating Facilities Strategic Plan	30 June 2017	This project has not been completed mainly due to long service leave and resignation of the coordinator. Significant redirection of time has been spent on improving the Asbestos register and creating a draft Asbestos policy, this work will need to continue into 2017/18.	In Progress (15%)
Progress the Residential Road and Street Construction Plan projects in line with the implementation plan.	30 June 2017	Pearson and Simpson Street works are progressing as per the project plan. With the finalisation of the approvals and designs for other schemes, additional tenders will be issued early in the new financial year.	In Progress (60%)
Oversight the supervision of the Princes Highway/Cobains Road Roundabout project in line with the project plan.	30 June 2017	The Cobains roundabout project is more than 95% complete. There has been some change of scope in relation to the footpath connections and some of that work is yet to be completed. The linemarking, signage, some	In Progress (95%)

Initiatives	Completion Target	Progress Comment	Status
		landscaping and general clean up of the site is also required for the project to be completed. Some service relocations outside the contractor's control held up works earlier in the year and made it difficult to complete this project by 30 June.	
Construct the Park Street Bridge, Sale as per the project plan.	30 June 2017 (Multiyear project)	Works continued as per the original works program.	In Progress (75%)
Progress the Cowwarr Recreation Reserve Clubrooms redevelopment project in line with the project plan.	30 June 2017	As designs are yet to be received completion by next football season is partially compromised as this stage.	Deferred
Identify the key recommendations of the Turf Maintenance service review for implementation	30 June 2017	The mowing review has been a significant body of work. Actual mowing locations were obtained using GPS data. This data showed historic mowing locations from pre-amalgamation decision making, operator discretionary mowing known as mower creep and areas mown in Council owned parks and reserves. The data has been analysed and guidelines developed to support officer decision making. Council workshop endorsement for changes to the guidelines will be complimented with a review of locations against of the recommendations of the Open Space Plan 2014-24 and setting of service levels for each area against the service standards. This will allow ongoing landscape quality assessment via the horticultural landscape audit process.	In Progress (90%)
Initiate a minimum of four projects identified within the Residential Road and Street Construction Plan to the stage of public meetings and formal survey	30 June 2017	Six meetings for Residential Road and Street Construction Plan projects have been undertaken; Dundas Street, Sale - South Dundas Street, Sale - North. Merry Street, Maffra Marley Street, Sale - North Marley Street, Sale - South Riverview Road, Wurruk	Completed (100%)

Initiatives	Completion Target	Progress Comment	Status
Initiate projects for year 3 of the Boating Facilities Action Plan.	30 June 2017	Works have been undertaken at the Port of Sale, cleaning of the Charlies street boat ramp, community consultation for Port Albert and Loch Sport, working with Gippsland Port to progress the dredging at Marley Point.	Completed (100%)
Establish a 5 year work plan to reduce energy consumption by 5% per year at Desailly Street Head Office and Yarram Hub and use Planet Footprint to track results.	30 June 2017	Council has installed significant infrastructure in the corporate office including LED Organic response lighting, solar panels, programmed air conditioning/heating and timed water units. These initiatives are expected to significantly reduce the cost of operation of the corporate office. Over the 2018/19 a review of Yarram Hub energy and audit of facilities and equipment will be completed to plan for energy savings within the 2019/20 capital year.	Completed (100%)
Investigate and evaluate a replacement box office ticketing system for the Entrainment Centre.	30 June 2017	TicketServ has been chosen as the most suitable and cost effective box office system for Entertainment Centre, and is to be installed in January during the next Theatre Season break.	Completed (100%)
Identify a digital asset management system for library and art gallery collections.	30 June 2017	The Library has adopted the Portfolio system for digital asset management, which will be fully implemented over the course of the next year.	Completed (100%)
Establish a 5 year work plan to reduce energy consumption by 5% per year at Esso BHP Billiton Wellington Entertainment Centre (EBBWEC) and use Planet Footprint to track results.	30 June 2017	The Entertainment Centre has had rooftop solar panels installed during May. This is expected to produce 30 kW of power during the day and will reduce the cost of operation of the building for the coming year.	In Progress (90%)
Establish a 5 year work plan to reduce energy consumption by 5% per year at Aqua Energy and Gippsland Regional Sports Complex (GRSC) and use Planet Footprint to track results.	30 June 2017	Projects under consideration to reduce energy consumption include further roll out of LED lighting, more passive infrared (PIR) sensor light activation, pool hall lighting upgrades and water leak reduction. Planet Footprint data collection was discontinued and Alternate energy consumption tracking methodology is yet to be determined.	In Progress (65%)

Initiatives	Completion Target	Progress Comment	Status
Finalise Operational Review for Yarram Aerodrome and present to West Sale Airport and Yarram Aerodrome Strategic Advisory Group.	30 June 2017	Council Workshop was completed in to brief the Council on: 1. Background. 2. Operations. 3. Options - Status quo, advocate for development or divest. Proposal was that Council note the Yarram Aerodrome was operational.	Completed (100%)
Review land identified as surplus to Councils requirements and update Land Sales Strategy.	30 June 2017	Significant progress has been achieved with the Land Sales Strategy in terms of the refinement of process, identification and assessment of property deemed surplus to council requirements. A list of six surplus (land asset) properties have been prioritised for consideration for sale, with briefings and Council workshops to be progressed in second half on 2017. Improvements have been implemented though mapping the process in ProMapp, establishing an efficient way of allowing collaboration and contributions from other business units through OneNote. Feedback has been very positive with updates being made quickly and easily.	Completed (100%)
Apply the Community Facilities Strategy to all relevant decisions involving projects that impact community facilities.	30 June 2017	The Community Facilities Framework 2016 has been referenced during decision making around some facilities and projects. It will be a key document in the development of planning across Council's services in 2017/18.	Completed (100%)
LAND USE PLANNING			
Implement the Stage 2 Heritage Study into the Planning Scheme to protect the Shire's heritage assets.	30 June 2017	Amendment C92 (Part 1) has been approved by the Minister for Planning, which will result in the Heritage Overlay being applied to 66 places of heritage significance across the Shire. The one remaining property considered for heritage protection (former Federal Coffee Palace in Yarram) will be reported to Council for final consideration early in the 2017/18 financial year.	Completed (100%)

Initiatives	Completion Target	Progress Comment	Status
ECONOMY			
Advocate, in partnership with other Gippsland Shires, for increases and enhancements of V-Line services to Gippsland to improve connectivity and access for residents.	30 June 2017 (Ongoing)	Council advocated for the Gippsland Local Government Network (GLGN) to undertake a Gippsland Rail Needs Study. This study has been the basis for a range of regional advocacy activities and culminated in a funding announcement in June confirming that Gippsland rail line will receive a \$530 million upgrade after a federal-state funding impasse ended. A total of \$435 million will be spent on major upgrades between Pakenham and Traralgon, and \$95 million to replace the Avon River Bridge, creating about 400 jobs.	Ongoing
Seek funding to develop a business case for the extension of the Great Southern Rail Trail through to Yarram and Port Albert, to increase visitation and business opportunities in adjacent areas.	30 June 2017	Council has prioritised this project in discussions with the Latrobe Valley Authority (LVA). Council is seeking \$80,000 to undertake a business case to determine the construction and ongoing maintenance costs of the Wellington and South Gippsland Shire sections. Council is awaiting response from the LVA to determine funding opportunities to undertake this work. Project Background: The Great Southern Rail Trail involves the development of 14 km of rail trail within Wellington Shire and 8 km of rail trail within South Gippsland Shire. This project is a part of a broader vision for the Great Southern Rail Trail which, if fully realised, will create a world-class rail trail linking the Latrobe Valley with Phillip Island and the hinterland of Wilsons Promontory and Port Welshpool. Wellington Shire is seeking funding to develop a business case to examine the feasibility of the Wellington and South Gippsland Shire sections as well as the completion of the entire Great Southern Rail Trail. The business case would investigate construction and ongoing maintenance costs of the Wellington and South Gippsland Shire sections.	In Progress (65%)

Initiatives	Completion Target	Progress Comment	Status
COMMUNITY WELLBEING			
Introduce patron self-checkout units at Sale Library	30 June 2017	The first public self-service checkout unit has been installed at Sale Library in preparation for relocation to the new Wellington Centre. Another two units will be activated so patrons will have the latest technology available in the new facility.	Completed (100%)
Develop a program of annual exhibitions at Gippsland Art Gallery Sale designed to encourage emerging artists in Gippsland.	30 June 2017	The Gallery exhibition program continued throughout the year in the temporary gallery at the Port of Sale Business Centre and at the Maffra Exhibition Space. The Gallery hosted 17 exhibitions in Sale and 8 in Maffra throughout the year.	Completed (100%)
Implement Dromkeen major children's literature and illustration exhibition at Yarram Library, in partnership with State Library of Victoria.	30 June 2017	Yarram Library hosted the "Story Island" Dromkeen exhibition, a very successful literary exhibit with workshops, which attracted over 300 schoolchildren.	Completed (100%)
Complete a business case for the redevelopment of 25 metre indoor pool	30 June 2017	<p>Leisure Solutions were engaged to conduct the business case assessment into the redevelopment of the 25 metre indoor pool.</p> <p>Benchmark and other performance data has been provided. Further refinement of benchmark data has been completed to enable better comparison of business performance against like facilities.</p> <p>A structural engineering report for an assessment of the 25 metre indoor heated pool and structure has been commissioned and is expected to be completed by September 2017. This information was not currently known but is deemed to be important, due to the age of this pool (45 years).</p> <p>This will assist in informing the business case assessment regarding the possible redevelopment of this area of Aqua Energy.</p> <p>It is anticipated that the final report will be completed by end of October 2017.</p>	In Progress (90%)

Initiatives	Completion Target	Progress Comment	Status
Implement the 16/17 priorities emanating from the 2015-20 Aquatic Strategy	30 June 2017	<p>Multiple projects from the Aquatic Strategy were identified for 2016-17.</p> <p>Three projects were not completed with the Business Case for redevelopment of 25 metre pool to be concluded in 2017 and Outdoor pool plant works expected to continue over 2017/18 and beyond.</p> <p>Status of all works is as follows:</p> <ul style="list-style-type: none"> * Outdoor Shade Structure Replacement: Sale and Stratford outdoor pools - Completed * Pump Renewal: 25 metre pool pump work - final orders Completed * Sale Outdoor Pool Plant replacement: Held over to 2017/18; Tender completed for new plant and plant room design and construction. Pool tank leaks investigation still to be concluded. * Outdoor pools security fencing: Aqua Energy fence replacement postponed, to be included with outdoor pool plant replacement. * Gym airlock door: Completed. * Painting of Aqua Energy 25 metre change rooms: Completed * Business Case for redevelopment of 25 metre pool: In progress * GRSC Seating Improvements: Multilevel seats installation completed 	In Progress (90%)
Implement actions and recommendations from the Leisure Services Marketing Plan as a tool to increase memberships and participation rates.	30 June 2017	<p>Multiple actions taken to enhance membership and participation rates. This included:</p> <ul style="list-style-type: none"> * Review of preferred advertising methods (following 2017 Customer Satisfaction Survey) * Planned Gym re-launch to coincide with the planned Cardio equipment refit * Revamp of Aqua Energy Website by council's Communications team * Increased use of Facebook, Mailchimp, email and direct phone follow up calls and mail outs 	Completed (100%)

Initiatives	Completion Target	Progress Comment	Status
		<ul style="list-style-type: none"> * Modified use of radio and local paper advertising. * Improved strategies for Learn to Swim retention. * Membership attraction and retention methods with new promotional options trialled and evaluated monthly. * Other strategies have included increased use of in-house posters, greater use of targeted emails to members, improved product mix from café services, RAAF base advertising (including movies), street banner advertising and increased use of internal TV information postings. * Closer cooperation has been fostered with Council's Communications department with excellent results. * An Aqua Energy 'App' will be investigated for 2018. 	
Undertake consultation and planning to ensure the development of a first draft of the Municipal Public Health and Wellbeing plan (2017-21) by 30 June 2017.	30 June 2017	<p>The Municipal Public Health and Wellbeing Plan (MPHWP) Healthy Wellington 2017-2021 is in final draft stage and will go to the Council Meeting on 18th July 2017. The aim of the Council meeting is for Councillors to consider releasing the draft document for public consultation for a period of 8 weeks. This will be from 19th July to beginning of September. MPHWP is on track to be completed by the legislated due date on 30th October 2017.</p>	In Progress (90%)
Develop Wellington Age Friendly Plan.	30 June 2017	This will be completed in 2017/18.	Deferred
Complete a review of the Wellington Responsible Gaming Policy.	30 June 2017	The Electronic Gaming Machine (EGM) Policy was adopted by Council on 18 April 2017. The community and EGM venue operators were consulted in the development of the policy. Addressing the problem of gambling will be a focus of the Municipal Public Health Wellbeing Plan 2017 - 2021.	Completed (100%)

Initiatives	Completion Target	Progress Comment	Status
Finalise the Wellington Youth Strategy and achieve planned actions for 2016-17.	30 June 2017	The Wellington Youth Strategy 2017-2020 is in draft form and is hoped to be released by the Council in July 2017 for public feedback. There is strong commitment by the Wellington Youth Services Network for the creation of the action plan to accompany this strategy. A date for youth engagement has been set for September to finalise the action plan.	In Progress (95%)
Ensure implementation of Council led responsibilities for 2016-17 in the Healthy Wellington Action Plan	30 June 2017	<p>Walk to School program was a successful initiative with 3,024 students participating in November 2016. Prizes have been distributed to all winning schools. Loch Sport Primary School had 100% student involvement in Walk to School and was awarded first prize for the south east region.</p> <p>A highly successful Champions of change breakfast was held in November 2016 celebrating local prevention work being undertaken to reduce violence against women and children. Around 150 people attended the event.</p> <p>Wellington's 'low cost, no cost social activities guide' has been developed, distributed and welcomed in the community in early 2017.</p> <p>Wellington Shire Council secured funding from the Transport Accident Commission to expand the bike education program in Wellington through increasing the equipment and volunteer resources available to schools to implement bike education.</p>	Ongoing
Finalise the Municipal Early Years Plan with support from key partners and achieve planned actions for 2016-17.	30 June 2017	<p>Final Draft of Wellington Community Early Years Plan is due to go to Council Meeting on the 18 July 2017 for approval.</p> <p>The Early Years Project Officer lead the development of this strategy and overseeing the implementation of the action plan will be managed by the Coordinator Social Planning and Policy through the Wellington Early Years Network.</p> <p>Wellington Shire Council is a partner of Wellington Best Start program, who are leading several initiatives in the</p>	In Progress (90%)

Initiatives	Completion Target	Progress Comment	Status
		plan. Wellington Community Early Years Plan has also been linked to the Municipal Public Health and Wellbeing Plan 2017 - 2021.	
Finalise the Wellington Access and Inclusion plan and achieve planned actions for 2016-17	30 June 2017	<p>The Wellington Access and Inclusion Plan 2017 - 2022 is in draft form and Councillors will be asked to release the draft for a period of public feedback at the Council meeting on 18 July 2017. The plan describes the actions Council staff will implement to improve access and inclusion for people with disability to council services, programs and infrastructure. The plan was developed with input from community members and the Council's Access and Inclusion Advisory group.</p> <p>Successful access and inclusion initiatives in 2016/17 include;</p> <ul style="list-style-type: none"> * Aqua Energy achieving Communication Access Accreditation. * Communication boards available at Esso BHP Billiton Wellington Entertainment Centre (EBBWEC) and for emergency relief centres and Council customer service centres. * Access and Inclusion Audits completed at Wellington Shire libraries. * Auslan interpreting services made available for Council run workshops and events. * Council information being made available in alternative formats to suit varying needs. 	In Progress (80%)
Conduct a review of the community assistance grants program and implement recommendations prior to the opening of the 2016/17 Community Assistance Grants Program.	30 June 2017	Council officers will continue to review internal processes to make the Community Assistance Grants Program and Quick Response Grant application processes as seamless as possible from a community perspective. Officers will also work closely with external organisation to ensure that	Completed (100%)

Initiatives	Completion Target	Progress Comment	Status
		community grants schemes are aligned to avoid funding duplication.	
Establish a process that enables development and maintenance of 10 year capital planning of community facilities for Council approval.	30 June 2017	<p>The ten year community facilities program was presented to the Community Infrastructure Project Priorities meeting on July 22. This document forms the operational cornerstone of Council's community facilities planning in the interim until the service planning framework has been established.</p> <p>Discussing around the new process for the design phase of Council's capital works projects remains ongoing into 2017/18.</p>	Completed (100%)
Review Current Section 86 structures that are currently in place and make appropriate recommendations to be considered by Council.	30 June 2017	This project has identified several considerations that will be explored further in 2017/18.	In Progress (95%)
Ensure implementation of all municipal responsibilities identified in the Municipal Emergency Management Plan	30 June 2017	Council's responsibilities within the Municipal Emergency Management Plan achieved to a high standard. No significant activations of the plan has meant that there has been more time to dedicate to the plan review itself.	Ongoing
Ensure implementation of all municipal responsibilities identified in the Municipal Fire Management Plan (MFMP)	30 June 2017	Although the Municipal Fire Management Plan is out of date, activities and actions within the plan are done on an ongoing basis and components of the plan are reviewed regularly with the assistance of emergency management partner agencies. The Municipal Fire Management Planning Committee has undergone significant membership review and re-focused itself in the past twelve months, with thanks a proactive chair, the committee is achieving great things as a united group.	Ongoing



INTERIM
JUNE 2017

PERFORMANCE REPORT

INCORPORATED IN PERFORMANCE REPORT

INCOME STATEMENT

For the period ending 30 JUNE 2017

	FINANCIAL YEAR ENDING 30 JUNE 2017			
	Actual	Year End Forecast	Adopted Budget	Actual variance to Budget
	\$000's	\$000's	\$000's	\$000's
Income				
Rates and charges	55,417	53,977	53,722	1,695
Statutory fees & fines	692	653	461	231
User fees	6,583	6,450	6,117	466
Grants - operating	19,596	19,594	13,619	5,977
Grants - capital	9,706	11,466	15,483	(5,777)
Contributions - monetary	371	338	1,114	(743)
Contributions - non monetary	5,713	3,555	-	5,713
Net gain on disposal of property, infrastructure, plant and equipment	381	363	328	53
Other income	4,051	4,761	2,975	1,076
Total Income	102,510	101,157	93,819	8,691
Expenditure				
Employee costs	24,892	24,086	25,353	461
Contractors, materials and services	26,641	27,802	28,913	2,272
Bad and doubtful debts	77	86	111	34
Depreciation and amortisation	21,297	21,334	21,760	463
Borrowing costs	513	504	504	(9)
Other expenses	2,009	2,003	711	(1,298)
Total Expenditure	75,429	75,815	77,352	1,923
Comprehensive results for the full year	27,081	25,342	16,467	10,614

Council is required quarterly per the Local Government Act (1989) to report publicly against the original adopted budget. The following provides an explanation of the differences between the adopted budget and the interim actuals (as at 19 July 2017). The final 2016/17 financial statements will be completed in August 2017 and audited by the Victorian Auditor General and sent to the Local Government Minister by 30 September 2017. Whilst completing annual accounts to conform with all accounting standards and reporting obligations for audit, finalisation adjustments will be incorporated, with present indications for the 2016/17 surplus being approximately \$25.34 million.

ANNUAL SUMMARY - ACTUALS Versus ADOPTED BUDGET

Council's 16/17 Interim actual result of \$27.1 million is made up of:

Operating Result:	\$11.3 million	Budget of (\$1.0M),	Variance of \$12.3M.
Capital Result:	\$15.8 million	Budget of \$17.5M,	Variance of (\$1.7M).
	\$27.1 million	\$16.5M	\$10.6M

Operationally, the major variances are:	\$6.0 million	Grants advanced for 17/18
	\$1.7 million	Supplementary rates.
	\$0.5 million	Other income.
	\$0.5 million	Employee cost savings.
	\$2.3 million	Savings in materials and services.
	\$1.3 million	Aggregate of smaller variances
	\$12.3 million	

Capital, the major variances are:	\$4.7 million	Unbudgeted developer contributions.
	(\$6.1 million)	Delayed grant progress due to extended community consultation and contractor availability.
	(\$0.3 million)	Aggregate of smaller variances
	(\$1.7 million)	

A summary of major variances to budget for 2016/17 are;

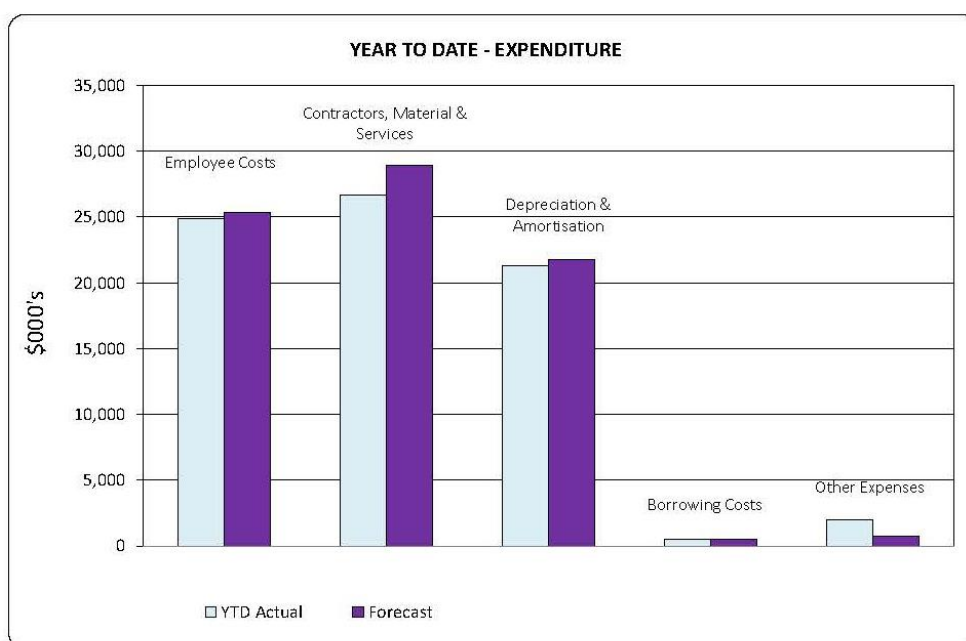
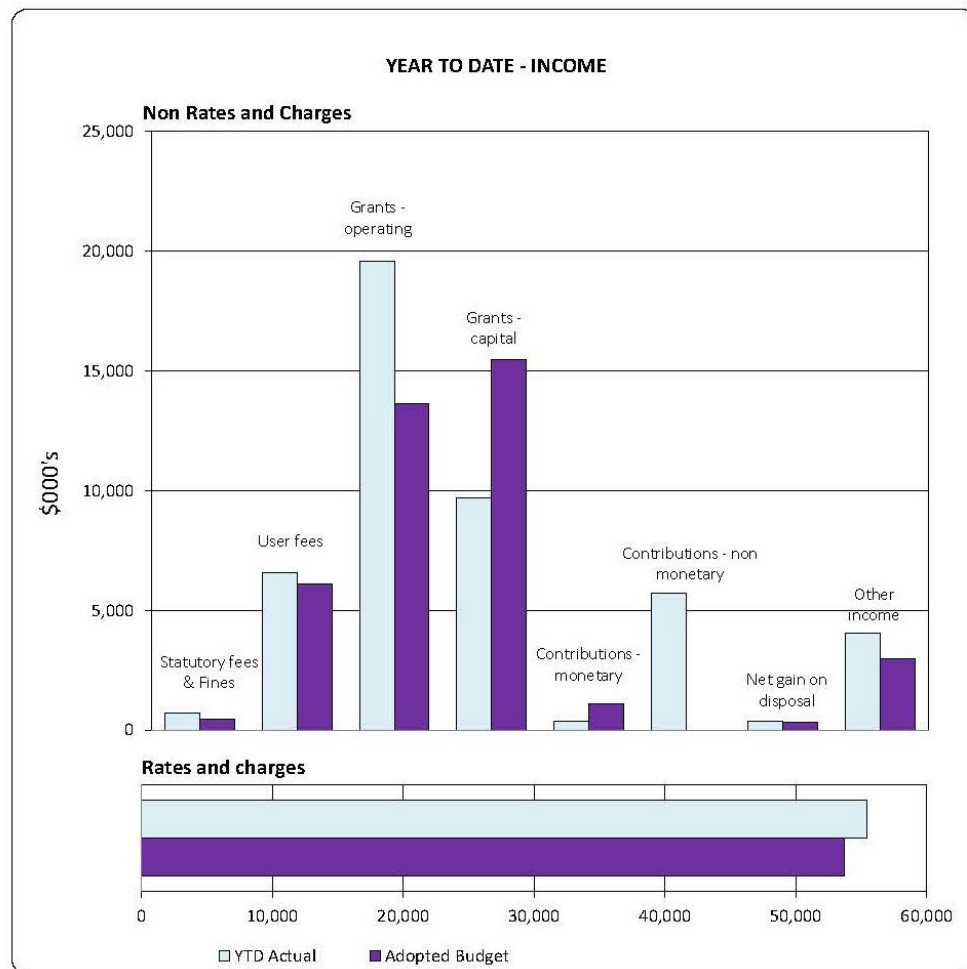
Income

- **\$1.70 million** Additional rates raised during 2016/17 due to the finalisation of supplementary valuations after the completion of the 2016/17 budget, reflecting capital improvements across the shire.
- **\$0.23 million** Planning application fees are higher than expected by \$143k due to the State Government increasing statutory planning fees in October 2016 and increased planning application during the year. Additional income of \$42k has been received for information certificates and \$35k for fire infringements.
- **\$0.47 million** Fees raised for commercial tipping, animal services and environmental health registration along with reimbursement for shared services were higher than expected for the year.
- **\$5.97 million** Operating grants variance mainly relates to 50% of Council's 2017/18 Victoria Grants Commission (VGC) allocation of approximately \$6.1 million being received in early June 2017, which will be carried forward to 2017/18.
- **(\$5.78 million)** The majority of the outstanding capital grants funding being \$4.2 million relates to Roads to Recovery projects which has been delayed, impacting the timing of claims for 2016/17, of which \$1.5 million is expected to be claimed in early 2017/18. A number of other building and other infrastructure projects have commenced but the final grant funding will not be received until 2017/18.
- **\$ 5.71 million** Asset contributions (non monetary) associated with new subdivisions have been recognised throughout the year.
- **\$1.07 million** Other income primarily represents recognition of new assets (non cash adjustments) of \$0.5 million during 2016/17. Interest on short term investments has exceed the adopted budget by \$354k mainly due to the receipt of grants in advance and the timing of expenditure.

Expenditure

- **\$0.46 million** Savings in employee costs result from minor changes to organisation structure and staff vacancies, but are partly offset by use of agency staff to backfill critical operations. Provision for employee entitlements are yet to be finalised and will impact on the final employee expenditure.
- **\$2.27 million** The variance in contractors, materials and services are primarily due to:
 - a. **\$992k** - Construction and the rehabilitation of the Kilmany Landfill site work is extending beyond original dates forecasted and now will be completed in August 2017, with the unspent funds carried forward to 2017/18.
 - b. **\$594k** - The Cowwarr Recreation Reserve Clubroom Redevelopment has been programmed to commence after the 2017 football season ends.
 - c. **\$212k** - Plant operating costs (fuel and parts) savings for 2016/17 mainly due to the unpredictably of fuel prices and breakdowns.
 - d. **\$195k** - Savings associated with lower than expected 2016/17 insurance premiums.
 - e. **\$194k** - Savings in utility charges mainly associated with street lighting and other energy efficient initiatives implemented during the year.
 - f. **\$146k** - A slowdown in voluntary transfers and the delay in the approval of the next stage of acquisitions for the Wellington Coastal Strategy project has resulted in less than expected expenditure for 2016/17. Unexpended funds will be carried forward to 2017/18.
- **\$0.46 million** The final depreciation and amortisation charges (non cash) will be determined after all the year end processes are complete. It is anticipated there will be an decrease in these charges due to delays in completing 2016/17 building and landfill improvement works.
- **(\$1.29 million)** Majority of other expenses include derecognition of assets (non cash adjustment), such as roads and buildings no longer controlled by Council.

INTERIM JUNE 2017 COMPONENTS AT A GLANCE



BALANCE SHEET

As at 30 June 2017

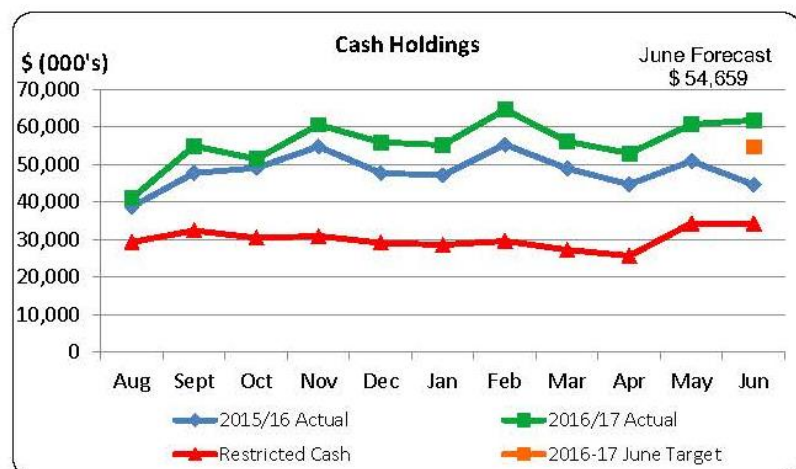
Actual		Interim Actual	Year End Forecast	Adopted Budget
June 16		June 17	June 17	June 17
\$000's		\$000's	\$000's	\$000's
Current Assets				
51,960	Total Current Assets	70,046	61,927	43,009
901,245	Total Non Current Assets	913,375	916,351	925,042
953,205	Total Assets	983,421	978,278	968,051
Current Liabilities				
13,573	Total Current Liabilities	17,398	14,213	14,997
10,773	Total Non Current Liabilities	10,049	9,858	11,536
24,346	Total Liabilities	27,447	24,071	26,533
928,859	Net Assets	955,974	954,207	941,518



The rate debtors outstanding at the end of June 2017 were \$6.90 million (11.13%) compared to June 2016 of \$6.14 million (10.61%).

\$1.8 million of supplementary rates raised in June 2017 are included representing 3.3% of the total rates. These are expected to be collected in August 2017.

In summary, an excellent effort to raise and collect \$55.7 million in 2016/17 financial year.



Council cash holdings at the end of June 2017 of \$61.8 million are higher than the expected forecast of \$54.7 million mainly due to receipt of \$6.1 million from Victoria Grants Commission and the timing of creditor payments to align with terms and contractual arrangements.

The current cash holdings includes restricted funds of \$6.7 million to reserves, \$8.7 million to cover provisions and \$11.95 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 June 2017

	Financial Year End 30 June 2017			
	Actual \$000's	Forecast \$000's	Adopted Budget \$000's	Variance \$000's
Property	8,544	8,195	12,442	3,898
Infrastructure	17,802	22,064	29,360	11,558
Plant and Equipment	2,575	3,170	3,149	574
Intangibles	33	124	675	642
Grand Total	28,954	33,553	45,626	16,672

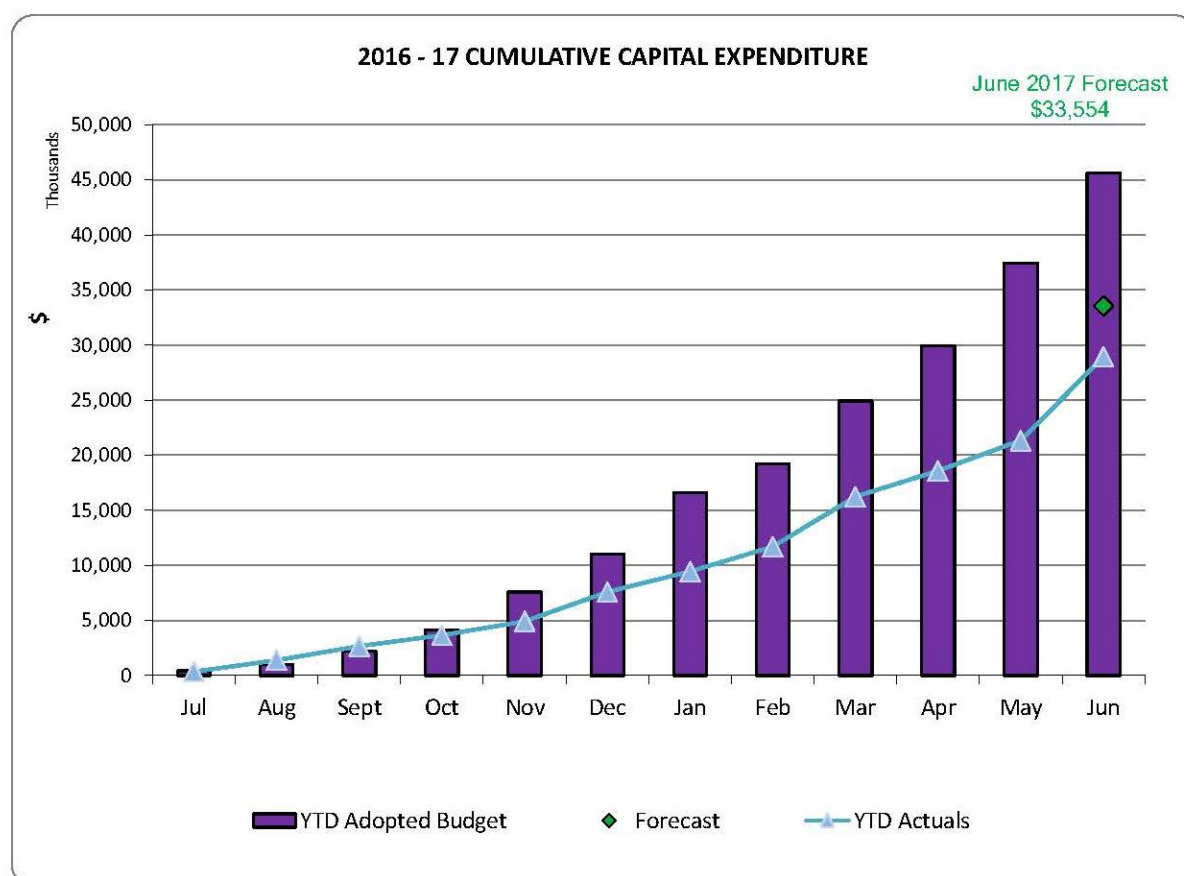
	Financial Year End 30 June 2017			
	Actual \$000's	Forecast \$000's	Adopted Budget \$000's	Variance \$000's
Renewal	21,397	24,501	29,986	8,589
Upgrade	5,155	6,467	9,661	4,506
Expansion	2,114	2,088	3,917	1,803
New Assets	288	497	2,063	1,775
Grand Total	28,954	33,553	45,627	16,673

Capital Works Summary - Financial Year Ending 30 June 2017

- A significant capital works program has been undertaken with many achievements and expenditure across the Shire of nearly \$30 million.
- The Port of Sale Cultural Precinct works has progressed by \$6.2 million.
- Roads to Recovery projects by \$7.1 million.
- other strategic projects by \$1.7 million.
- Bridge replacement and upgrades \$2.8 million.
- The budgeted capital works not completed in 2016/17 of \$16.7 million largely result from:
 - 1) Projects delayed because of contractor availability, \$4.7 million.
 - 2) Delaying street schemes to enable more community consultation, \$2.5 million.
 - 3) Projects delayed due to extended community consultation or liaison with other authorities, \$2.5 million.
 - 4) Changes in the funding profile affecting the Port of Sale Cultural Hub project, \$3.3 million.
 - 5) Projects completed as operating projects but originally approved as Capital projects, \$1.1 million.
- The full amount of the variance has been carried-forward or re-budgeted into the 2017/18 financial year. Significant ongoing planning and programming is in place to support this.

June 2017 Quarter Highlights

- Port of Sale Cultural Hub construction is progressing. The completed skatepark has received community feedback and plenty of use. The roof replacement work is complete and the road and on-street parking is complete except for the final seal which will be completed next financial year after all other work is completed.
- A total of \$1.1 million of road reconstruction contracts for Southern, Eastern and Western areas are works complete.
- The Asphalt Urban Streets annual reseal program is complete. Reseals were done on Foster St and Desailly St Church carpark, Macarthur St., Marley St. bus stop and Firebrace Road.
- Cowwarr - Cowwarr Seaton Road Widening works are complete for the financial year.
- Work has reached completion on Lays Bridge and Forsyth Bridge.
- Boisdale Newry Rd Shoulder Improvements are complete.
- Stratford- Redbank Road and Lee Street work has commenced.
- 49 projects have reached practical completion during the quarter.





C2 - REPORT

GENERAL MANAGER CORPORATE SERVICES

ITEM C2.1**ASSEMBLY OF COUNCILLORS**

DIVISION: CORPORATE SERVICES

ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES

DATE: 1 AUGUST 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 11 July 2017 to 25 July 2017.

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

That Council note and receive the attached Assembly of Councillor records for the period 11 July 2017 to 25 July 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 11 July 2017 to 25 July 2017.

Assembly of Councillors summary of reports received for the period 11 July 2017 to 25 July 2017.

Date	Matters considered	Councillors and officers in attendance
18 July 2017	IT / Diary Meeting - Councillors	Cr Bye, Cr Crossley, Cr Hall, Cr Hole, Cr McCubbin, Cr Mills, Cr Rossetti, Cr Stephens D Morcom, Chief Executive Officer S Willison, Mayoral & Councillor Support Officer D Norkus, Information Technology Officer
18 July 2017	Monthly Planning & Building Update (Verbal Update) Cameron Sporting Complex Redevelopment Victorian Police (Verbal Update) National Disability Insurance Scheme C92 Amendment Heritage Overlay Federal to Former Federal Coffee Palace Yarram Rosedale Revitalisation Project Community Energy Concept (Bendigo Experience) Illegal Dwelling Update (Verbal Update) Illegal Dwelling 2 Update (Verbal Update) Pre Briefing Councillor Attendance Voluntary Meeting (Verbal Update) Resident & Councillor Meeting Cr Mills Meeting	Cr Bye, Cr Crossley, Cr Hall, Cr Hole, Cr McCubbin, Cr Mills, Cr Rossetti, Cr Stephens D Morcom, Chief Executive Officer A Skipitaris, General Manager Corporate Services C Hastie, General Manager Built & Natural Environment G Butler, General Manager Community & Culture J Websdale, General Manager Development Joshua Clydesdale, Manager Land Use Planning (Item 1 & 5) John Traa, Coordinator Statutory Planning (Item 1) Karen McLennan, Manager Community Wellbeing (Item 2 & 4) Marcus Stone, Coordinator Community Facilities Planning Leanne Wishart, Rural Access Project Coordinator (Item 4) Barry Hearsey, Coordinator Strategic Planning (Item 5) Ben Proctor, Strategic Planner (Item 5) Tim Rowe, Manager Natural Environment & Parks (Item 6 & 7) Liam Cole, Open Space Officer (Item 6) Raquel Harris, Sustainability Officer (Item 7)

OPTIONS

Council has the following options:

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

PROPOSAL

That Council note and receive the attached assembly of Councillors records received during the period 11 July 2017 to 25 July 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:

18 July 2017

2. ATTENDEES

Councillors:

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

Officers In Attendance:

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

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

Name	Item No.
Sharon Willison	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:

ASSEMBLY OF COUNCILLORS

1. **DATE OF MEETING:** 18 July 2017

2. ATTENDEES

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

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

Others in Attendance (list names and item in attendance for):	Item No.
Josh Clydesdale, John Traa	1
Karen McLennan, Marcus Stone	2
Scott Brennan (<i>Inspector</i>)	3
Karen McLennan, Leanne Wishart	4
Barry Hearsey, Ben Proctor, Josh Clydesdale	5
Tim Rowe, Liam Cole	6
Tim Rowe, Raquel Harris, Chris Weir (<i>President Bendigo Sustainability Group</i>)	7
John Websdale	8
John Websdale	9
John Websdale	10
Resident & Councillor Meeting	11
Cr Mills meeting	12

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

- | | |
|--|--|
| 1. Monthly Planning & Building Update (Verbal Update) | 7. Community Energy Concept (Bendigo Experience) |
| 2. Cameron Sporting Complex Redevelopment | 8. Illegal Dwelling Update – (Verbal Update) |
| 3. Victorian Police Update | 9. Illegal Dwelling 2 Update – (Verbal Update) |
| 4. National Disability Insurance Scheme | 10. Pre-Briefing Councillor Attendance Voluntary Meeting - (Verbal Update) |
| 5. C92 Amendment Heritage Overlay Federal to Former Federal Coffee Palace Yarram | 11. Resident & Councillor Meeting |
| 6. Rosedale Revitalisation Project | 12. Cr Mills meeting |

4. Conflict of Interest disclosures made by Councillors:

Cr Mills declared a direct conflict of interest with item 10 and left the chamber



C3 - REPORT

GENERAL MANAGER DEVELOPMENT



C4 - REPORT

GENERAL MANAGER BUILT AND NATURAL ENVIRONMENT



C5 - REPORT

GENERAL MANAGER COMMUNITY AND CULTURE

ITEM C5.1**BRIAGOLONG QUARRY RESERVE COMMITTEE OF MANAGEMENT MEMBERSHIP**

DIVISION: COMMUNITY AND CULTURE
 ACTION OFFICER: MANAGER COMMUNITY WELLBEING
 DATE: 1 AUGUST 2017

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

OBJECTIVE

For Council to appoint the nominated community representative, as detailed in the attached confidential report, to the Briagolong Quarry 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:

- 1. Council appoint the nominated community representative as detailed in the attached confidential attachment at Item F1.1 Briagolong Quarry Reserve Committee of Management Membership;***
- 2. The information contained in the confidential attachment Item F1.1 Briagolong Quarry Reserve 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 13 July 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 Quarry 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 Quarry Reserve for the community in an efficient, effective and practical manner.
- To undertake activities designed to protect, promote, utilise and develop the Briagolong Quarry Reserve for the use and enjoyment of the local community.

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. Appoint the nominated community representative, as detailed in the attached confidential report, to the Briagolong Quarry Reserve Committee of Management for the remainder of the three-year period, ending 18 December 2018; or
2. Seek further information to be considered at a future Council Meeting.

PROPOSAL

That Council appoint the nominated community representative, as detailed in the attached confidential report, to Briagolong Quarry 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 2017-21 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 Quarry Reserve Committee of Management are open to the public

ITEM C5.2**MAFFRA RECREATION RESERVE COMMITTEE OF
MANAGEMENT MINUTES**

DIVISION: COMMUNITY AND CULTURE
ACTION OFFICER: MANAGER COMMUNITY WELLBEING
DATE: 1 AUGUST 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 Ordinary Meetings held on 1 May 2017 and 5 June 2017.

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

That Council receive the minutes from the Maffra Recreation Reserve Committee of Management's Ordinary Meeting held on 1 May 2017 and 5 June 2017.

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.

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 Ordinary Meetings held on 1 May 2017 and 5 June 2017; or
2. 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 Ordinary Meetings held on 1 May 2017 and 5 June 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 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 Maffra Recreation Reserve Committee of Management are open to the public.

MAFFRA RECREATION RESERVE COMMITTEE of MANAGEMENT
(SPECIAL COMMITTEE of WELLINGTON SHIRE COUNCIL)
GENERAL MEETING
Held Monday May 1st, 2017

PRESENT: Vicki Hamilton, Steve Bragg, Lisa Ogilvie, Mark Hewlitt, Paul Shelton, Councillor Keith Mills, Cheryl Dowling and Jennifer Toma.

APOLOGIES: Irene Crockford, Matthew Coleman, K. Christensen, Paul Bourke and Bodye Darvill. Chariman, Mark Hewlitt advised committee members that they are obliged to declare any conflict of interest arising from items to be discussed at this meeting.

MINUTES of the meeting held on Monday April 3rd, 2017 were read and received on the motion P. Shelton and seconded by C. Dowling. **CARRIED**

BUSINESS ARISING:

1/ M. Hewlitt to follow up with plumber.

2/ the old tractor requires repairs before it can be advertised for sale

3/ R. Crank placed the bars across the opening of the old gate on the main oval for safety.

4/ The Federal Government solar grants are not available in this area.

CORRESPONDENCE:

Outward: letters to committee members with meeting invitations and minutes

Inwards: E-mail WSC/ Marcus Stone re proposed drainage work for main oval

Letter Maffra Agricultural Society re repairs to Jack Williamson arena

Maffra Pollice re victim report on vandalism

WSC re request to name the main oval

ACTION- Secretary to contact Marcus Stone with the following dates; 27/28 Oct Maffra show, last football game on oval 29th Sept, proposed State Harness competition for February, and Great Victorian Bike ride 1st December.

Secretary also to contact Dean Morahan to express the Committee's request that the Function Centre be named the John Vardy Pavilion, and ask if there will be assistance from Council to pay for signage.

Correspondence read and received on the motion of V. Hamilton and seconded by S. Bragg.

CARRIED

TREASURER'S REPORT:

Was presented by the Treasurer, L. Ogilvie.

Annual accounts to user groups will be sent out this week.

The Treasurer, L. Ogilvie, moved and S. Bragg seconded that the Financial Report be received and accounts passed for payment. **CARRIED**

REPORT:

Harness Club - as tabled.

It should be noted that it is 18months since the club has been able to use Blackies Paddock.

A sub-committee of S. Bragg, C. Dowling and Councillor K. Mills will meet late June to see how to repair the paddock for use.

Maffra Band- played well at the Dawn Service and Anzac Day march.

Agricultural Society- nil

Kennel Club- is frantically searching for two international judges as two have cancelled their contract due to illness.

Football/Netball Club- good crowds for the last two games.

Truck Show- the next meeting will be on Sunday at Kilmore. There are slight problems with the Poultry Club re account payment.

GENERAL BUSINESS:

*Police suggestions after general vandalism on the Reserve, the Crime Prevention unit are happy to advise on the best places to install security cameras. **ACTION** M. Hewlitt to obtain quotes.

*Re the Jack Williamson arena possibly 2-4 truck/trailer loads of sand, quotes to be obtained. This work could be combined with Blackies Paddock work. The costs of these works are to be built into the cost of Showjumping hire.

*Request of naming the Main Oval. MOTION- This Committee recommends that the Function Centre be named the "John Vardy Pavilion". Moved M. Hewlitt and seconded by J. Toma.

*Toilet blockage- southern toilet has been repaired by the plumber

* A solar powered light for the main entrance was discussed. ACTION M. Hewlitt to contact B. Darvill.

Meeting closed at 8.35pm.

Next meeting to be held on Monday June 5th, 2017 commencing at 7.30pm.

Apology for June meeting- S. Bragg

**MAFFRA RECREATION RESERVE COMMITTEE of MANAGEMENT
(SPECIAL COMMITTEE of WELLINGTON SHIRE COUNCIL)
GENERAL MEETING**

Held Monday June 5th, 2017

PRESENT: Vicki Hamilton, Lisa Ogilvie, Mark Hewlitt, Irene Crockford, Matthew Coleman, Paul Bourke and Jennifer Toma and visitor Kath Coggan (new Agricultural Society rep, has applied to Council).

APOLOGIES: K. Christensen, Steve Bragg and Cheryl Dowling.

Chairman, Mark Hewlitt advised committee members that they are obliged to declare any conflict of interest arising from items to be discussed at this meeting.

MINUTES of the meeting held on Monday May 1st, 2017 were read and received on the motion V. Hamilton and seconded by P. Bourke. **CARRIED**

BUSINESS ARISING:

1/ Still awaiting a quote from the plumber re; pipeline.

2/ **ACTION-** Secretary to enquire again re; solar grants for the Function Centre.

CORRESPONDENCE:

Outward: letters to committee members with meeting invitations and minutes

Inwards: SRW re; water license renewal. **ACTION** after some discussion it was decided that M. Hewlitt should investigate either letting the licence lapse or trade it.

Correspondence read and received on the motion of J. Toma and seconded by I. Crockford.

CARRIED

TREASURER'S REPORT:

Was presented by the Treasurer, L. Ogilvie.

Due to the extra cost of waste bin collection the following **ACTION** was proposed, Secretary to contact B. Darvill for re-cycle bins for glass and cans.

Accounts to be paid Waste Disposal \$210.00, Power \$2,300.00 & GST to WSC \$1,200.00 also plumber \$291.00 & 123.90.

The Treasurer, L. Ogilvie, moved and J. Toma seconded that the Financial Report be received and accounts passed for payment. **CARRIED**

REPORT;

Harness Club - as tabled.

Agricultural Society- Centre-line is to begin drainage work behind the cattle pavilion & Showjumping arena on or after June 9th.

The matter of the four faulty power mushrooms was discussed an independent electrical contractor advised that there was an earth leakage that could be fixed by installing new breakers?

Kennel Club- has found two replacement judges but unfortunately one had to withdraw. On behalf of this committee a few campers have booked this the Secretary.

Football/Netball Club- made a request for new disabled signs to be obtained, **ACTION** - Secretary to contact Gipps Sport to arrange new signs as part of disability access.

An electrician to repair "EXIT" signs within the Function Centre.

GENERAL BUSINESS;

1/ V. Hamilton presented the following quotes for two truck loads of sand for the Showjumping arena: WHELAN'S \$1,000 +GST and LATROBE VALLEY SANDS \$1,000 +GST both for coarse sands. Quotes are with the Treasurer.

2/ Since WSC will not provide signage for the Function Centre the Secretary will approach State member, Time Bull, for funds as he put forward the naming request.

3/ D. Bennett account was for the sewerage pit behind the Function Centre.

4/ Contact B. Darvill re grant for solar lighting at the main entrance and solar panels for the Function centre. (Rockies electrical for solar lights around the Function Centre & main entrance.

5/ **ACTION-** contact B. Darvill to come to the July meeting for a drainage update and complete details of program for drainage works.

6/ 15amp plug for the pump on the river, account to come.

7/ Pantac Security quote for 10 cameras/ video recorder HD \$3,100.00

MOTION- moved P.Bourke and seconded by M. Coleman moved that the committee accepts this quote and that installation be undertaken. CARRIED

There could be a Crime Prevention grant thru Victoria Police to assist with costs.

Meeting closed at 8.30pm.

Next meeting to be held on Monday July 3rd, 2017 commencing at 7.30pm.

Apology for ^{July}~~June~~ meeting- I. Rockford, V. Hamilton and M. Coleman. Also K. Coggan.

ITEM C5.3**NEWRY RECREATION RESERVE COMMITTEE OF
MANAGEMENT ANNUAL GENERAL MEETING MINUTES**

DIVISION: COMMUNITY AND CULTURE
ACTION OFFICER: MANAGER HEALTHY LIFESTYLES
DATE: 1 AUGUST 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 Annual General Meeting held on 22 May 2017 including audited financial statements.

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

That Council receive the minutes from the Newry Recreation Reserve Committee of Management's Annual General Meeting held on 22 May 2017 including audited financial statements.

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.

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 Annual General Meeting held on 22 May 2017 including audited financial statements; or
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 Annual General Meeting held on 22 May 2017 including audited financial statements.

CONFLICT OF INTEREST

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

LEGISLATIVE IMPACT

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

COUNCIL POLICY IMPACT

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

COUNCIL PLAN IMPACT

The Council Plan 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 Newry Recreation Reserve Committee of Management are open to the public.

NEWRY RECREATION RESERVE

Annual General Meeting Minutes

22/05/2017 7.41pm.

Present: G Smith, M Berryman, B Shingles, C Shingles, M Cox,
M Humphris, M Hole, B Darvill.

Apologies: K Whitehurst, K Lascelles. Moved M Cox, 2nd B Shingles that apologies be accepted.

1. Minutes of Previous Meeting.

The minutes were presented to be a true and correct record. Moved M Berryman, 2nd B Shingles. Carried.

2. Treasurers Report.

Current balance as at 22/05/2017 is \$8,364.00. A proper financial statement will be forwarded to the Wellington Shire Council as soon as it is available. , Moved B Shingles, 2nd G Smith. Carried.

BUSINESS ARISING FROM THE PREVIOUS MINUTES.

Nil.

Moved C Shingles, 2nd B Shingles.

CHAIRPERSON'S REPORT

Graeme reported that we have had a successful year with all user fees collected and all groups regularly attending meetings. The RV site at the Football Ground usage seems to be working really well. Numbers of campers and people using the Golf Club and other facilities in the town have remained steady and will hopefully continue to increase in the future. Graeme thanks everyone for their tireless efforts during the year, especially Michelle Berryman and special mention to our Wellington Shire representatives, as we don't always have someone in attendance.

For a small group of users we all manage to get the job done!

Moved M Berryman, 2nd C Shingles.

User Group Reports.

Football Club.

The football club again has 4 teams again representing Nambrok-Newry as well as 4 netball teams in the Sale comp this year. With u9's, u10's, u11's and an open aged team things are really looking up for future use at the Football ground. No break ins over the past 12 months, maybe due to the campers presence at the site. A new switch board and field light have been installed and a new storage room is nearing completion. New jumpers/dresses for all teams were purchased at the start of the season and all the teams look great in their new gear.

CRG.

No issues.

Motorcycle Club.

Will be hosting the Vic Titles at the start of June. Looking like being a good weekend with entries for both days looking good. Lack of volunteers is still an issue still especially Flag marshalls.

Golf Club.

Numbers have dwindled a bit over the past 12 months with current membership, women still seem to be dwindling a little. Numbers will hopefully improve for August/September tournaments.

Upper Maffra Mechanics Institute.

Mark reported that the committee has continued to receive great assistance from the Wellington Shire with grants and funding for some major events and works on the hall. The movie night was a great success with over 100 people in attendance and around \$3,000 raised.

Fire Brigade.

No Issues.

COUNCILLOR REPORT.

Malcolm was very glad to attend our meeting and see what we've been doing. He looks forward to being able to attend every 3 months with another council representative. He also

commended our dedication to attend meetings and develop our community and hopes that with some assistance and forward planning, we will be able to move ahead in the future. He wishes us well for the year ahead.

ALL POSITIONS DECLARED VACANT.

Chairperson: Malcolm Hole took control of the meeting at 7.40pm.
C Shingles Nominated G Smith – Accepted.
Moved M Berryman, unanimously passed.

Secretary/Treasurer: G Smith Nominated M Berryman – Accepted.
Moved B Shingles, unanimously passed.

USER GROUP REP'S

Golf Club – Graeme Smith.

Motocross – Mark Cox.

Newry Football Club – Brad Shingles.

CRG – Karen Whitehurst.

FIRE BRIGADE – Karen Whitehurst/Ken Lascelles.

NEWRY 8's – Scott Elliott & Paul Bertaccini.

Upper Maffra Mechanics Institute – Kate Mirams/Mark Humphris.

Community – Michelle Berryman, Clare Shingles.

Councillor – Malcolm Hole.

Community Liaison – Bodey Darvill.

FORWARD PLANNING STRATEGIES. Please see attached.

CALENDER YEAR MEETING DATES: 29th August 2016, 21st November 2016, 20th February 2017, 22nd May 2017 and 28th August 2015.

NEXT AGM: Monday 28th May 2018 @ 7pm.

Meeting Closed: 7.58pm.

NEWRY RECREATION RESERVE
STATEMENT OF RECEIPTS AND EXPENSES
FOR THE YEAR ENDED 30 JUNE 2016



2015		2016
\$ 8,416.80	Opening Balance as at 1 July 2015	\$ 11,267.29
	Plus RECEIPTS	
5,729.00	Grants - WSC	5,900.00
4,608.30	Hire Income	2,755.08
2,319.81	Reimbursements	324.76
3,343.98	Water Right Payment	3,354.42
<u>\$ 24,417.89</u>		<u>\$ 12,334.26</u>
		\$ 23,601.55
	Less EXPENSES	
23.90	Advertising	-
160.00	Audit fees	80.00
2,986.16	Electricity	3,054.85
338.00	Facility Maintenance	29.00
-	Ground Maintenance	460.00
3,144.59	Mowing	1,908.00
6,497.95	Water	3,754.50
<u>13,150.60</u>		<u>\$ 9,286.35</u>
<u>\$ 11,267.29</u>	Closing Balance as at 30 June 2016	<u>\$ 14,315.20</u>

AUDITOR'S STATEMENT

I have audited the books of accounts of the Newry Recreation Reserve and believe that the books and financial statements produced represent a true and fair view of the operations of the committee

Signed

Wendy L. Blanch
B.Bus, FIPA
4th August 2016

CHAIRPERSON'S REPORT FOR THE NEWRY RECREATION RESERVE - 2016/2017.

What a great year we've had yet again on the Newry Recreation reserve committee! Being only a small group, it's a credit to everyone that we keep turning up and getting things done!

The RV site at the football ground is still ticking along nicely and having some visitors from time to time. This also seems to deter would be vandals etc. which has been great.

Newry Moto Cross club is looking forward to having a few more events in the next year, with membership and committee members on the increase again. Hopefully this is the case as this is a great facility to have in our area.

Newry Golf Club is still going ok – membership is still not as good as it has been, particularly the women's teams, but people are still supporting the course and that's the main thing.

Junior football and netball has a steady following again this year, with some good numbers in the U10's for both sports. Hopefully this will see the ground being used for a few more seasons yet.

Lastly I'd just like to thank all the committee members and user groups for their continued support and input –and I look forward to working with you all again for the next 12 months.

Sincerely,

Graeme Smith.

Newry Recreation Reserve 2016/2017

Schedule of user charges

Newry Golf Club	Annual user charge
	\$525.00
Newry Football Club	\$420.00
Maffra, Sale Motorcycle Club	\$525.00
Dennis Huffer	\$52.50

All user charges were put up this year by 5%

FORWARD PLANNING FOR NEWRY RECREATION RESERVE 2017/2018.

Renovations to football rooms – mainly kitchen and finish off storage cupboard.

Install Defib unit at football ground.

Replace Golf Club boundary fence along Boisdale/Newry Road.

Increase community liaison with Fire Brigade and other user groups.

Install community information and tourist information (map?) at football ground for RV campers.

Assist Hall committee with getting the bore up and running.

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

DIVISION: COMMUNITY AND CULTURE
 ACTION OFFICER: MANAGER COMMUNITY WELLBEING
 DATE: 1 AUGUST 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 Ordinary Meeting held on 21 March 2017 and meeting notes and financials from 10 April 2017 and resignation from the Pony Club representative.

For Council to appoint the nominated Pony Club representative and Community representative, as detailed in the attached confidential report, to the Briagolong 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:***

- 1. Council receive the minutes from the Briagolong Recreation Reserve Committee of Management's Ordinary Meeting held on 21 March 2017 and meeting notes and financials from 10 April 2017 and resignation from the Pony Club representative.***
- 2. Council appoint the nominated Pony Club representative and Community representative as detailed in the attached confidential report to the Briagolong Recreation Reserve Committee of Management;***
- 3. The information contained in the confidential attachment Item F1.2 Briagolong Recreation Reserve 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 13 July 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.

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 Ordinary Meeting held on 21 March 2017 and meeting notes and financials from 10 April 2017 and resignation from the Pony Club representative; and
2. Appoint the nominated Pony Club representative and Community representative, as detailed in the attached confidential report, to the Briagolong 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 Briagolong Recreation Reserve Committee of Management's Ordinary Meeting held on 21 March 2017 and meeting notes and financials from 10 April 2017 and resignation from the Pony Club representative.

That Council appoint the nominated Pony Club representative and Community representative to the Briagolong Recreation Reserve Committee of Management, as detailed in the attached confidential report, 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

MINUTES

MEETING DATE: 21st MARCH 2017

MEETING TIME: 7.30 PM

MEETING VENUE: BRIAGOLONG RECREATION RESERVE

Meeting Opened Time: 7.40pm

1. Present/apologies

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

Quorum achieved: YES

2. Declaration of conflicts of interest: NIL

Marcus discussed concept design, funding is open as of 27th March, \$700,000 budget for building concept discussed. Plans accepted by members present for purpose of funding, Marcus will complete EOI on committee's behalf.

Moved: Denis

Seconded: Darren

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

Moved: Mick

Seconded: Josh

4. Business arising from previous meeting:

- Fundraising option – Tractor pull will need catering – recreation reserve groups/users to work together to raise funds for new concept design contribution.
- Dennis/Darren discussed drafting a letter to ESSO as a funding option.

5. Correspondence in:

- Concept design email received from Marcus Stone.
- Quick response Grants information from Gabrielle Francis received via email and presented to members.

6. Correspondence out -

- Meeting minutes to shire via email

7. Reports –

7.1 Presidents report –

- NIL

7.2 Treasurers report -

- Vanessa presented February's report. Seconded by Kylie.
- Pony club cheque banked into new account.

7.3 User group reports –

Cricket club –

- Presentation night this Saturday night.

- Few clean up/tidy jobs to be done in preparation for football season.

Football club –

- Under 10's, Under 12's, registrations are underway.

Pony Club –

- Large rally last weekend as Stratford and Bushy park pony clubs joined our club for the day at Briagolong.
- Orbost show was well represented by Briagolong members, great results.
- Stratford Horse Trials upcoming.

Community –

- Recent market was a huge success – these style of market will occur twice yearly.

Tennis Club –

- 3 junior teams into finals, 2 junior teams into grand finals.
- Presentation night was a success with a great turn out.

Shire –

- NIL.

8. Volunteers: NIL this month

9. OHS/Risk/Facility Fault report:

- **Lack of Disability access still raising concerns by users/community members.**

10. New Rules of the Committee:

- All members to read.

General Business –

- Jenny discussed with committee recent pony club meeting discussions regarding the need to use top oval twice yearly to hold Gymkhana's. They are the main fundraisers for the club, Briagolong Pony Club is growing rapidly and alternate facility area for Pony Club is being considered. All other user group representatives to discuss with their prospective clubs and further discussions will be held at next Recreation Reserve Committee meeting.
- Danny Waters has approached committee regarding possible booking of venue 25th March 5-6pm, Vanessa has contact details.
- Far end top oval shelter towards pony club shed requires stabilising into the ground – Darren will complete.
- Venue tables/chairs – some have been returned (dirty), some chairs still missing.
- New locks to be put on when we have new pavilion, limited members to have keys, key register to be created and signed at every entry/lock up.
- Security system options will be a priority when new pavilion is built.
- Kylie raised issues pony club members have noted on rally days in relation to state of club rooms, kitchen, and toilet areas. All members will discuss responsibilities with their clubs.

Meeting closed: 9.30 pm

8. Next meeting: - 10th April 2017 @ 7.30pm

BRIAGOLONG RECREATION RESERVE
Special Committee of Council

MEETING NOTES

MEETING DATE: 10TH APRIL 2017

MEETING TIME: 7.30 PM

MEETING VENUE: BRIAGOLONG RECREATION RESERVE

Meeting Opened Time: 7.40pm

1. Present/apologies

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

Quorum achieved: NO

2. Declaration of conflicts of interest:

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

Moved:

Seconded:

4. Business arising from previous meeting:

- Discussions will be held in regards to the pony club using top oval twice yearly. All committee members will be informed via text of same for next scheduled meeting so that they have held discussions with their clubs.

5. Correspondence in:

6. Correspondence out -

7. Reports –

7.1 Presidents report –

7.2 Treasurers report -

7.3 User group reports –

Cricket club –

Football club –

Pony Club –

Community –

Tennis Club –

Shire –

8. Volunteers:

9. OHS/Risk/Facility Fault report:

10. New Rules of the Committee:

General Business –

- Kylie to organise applications for Briagolong Recreation Reserve committee applications for Tracey Ryan (Pony Club Rep) and herself to change to Community to fill some of positions vacant.
- Any members wishing to resign are required by Shire to do so in writing please. These can be forwarded to Kylie.

Meeting closed:

8. Next meeting: - 8th May 2017 @ 7.30pm

Treasurers Report for meeting held April 2017

Reconciled Statement for March 31 2017

Cash at Bank as at 28/02/2017 24,696.32

Income:

March

0.00

Payments:

March

Stratford Hardware - tile adhesive and spacers	-40.10
D & V Randle - record keeping book, 2 x gate sets for entrance	-102.00
Sale Water Specialists - Pump & Irrigator repairs	-845.74
Energy Australia - power bills facilities & pump shed	-1504.98
Gippsland Water	-304.02

-2,796.84

Reconciled Bank Balance to date 21,899.48

unpresented chq's & deposits

closing balance of accounts to date 21,899.48

Cheques to be authorised

Abicor - toilet rolls & hand towel -119.74

-119.74

Balance Remaining to date... 21,779.74

incoming correspondence:



D. URGENT BUSINESS



E. FURTHER GALLERY AND CHAT ROOM COMMENTS



F. CONFIDENTIAL ATTACHMENT/S

F. CONFIDENTIAL ATTACHMENT/S

**ITEM F1.1 BRIAGOLONG QUARRY RESERVE COMMITTEE OF MANAGEMENT
MEMBERSHIP. (Refer to Agenda Item C5.1)**



**ORDINARY COUNCIL MEETING
1 AUGUST 2017**

On this 13 July 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 **BRIAGOLONG QUARRY 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)

**ITEM F1.2 BRIAGOLONG RECREATION RESERVE COMMITTEE OF MANAGEMENT
MEMBERSHIP. (Refer to Agenda Item C5.4)**



**ORDINARY COUNCIL MEETING
1 AUGUST 2017**

On this 13 July 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 **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)



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*

IN CLOSED SESSION

COUNCILLOR

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