



WELLINGTON

SHIRE COUNCIL

The Heart of Gippsland

Council Meeting Agenda

Meeting to be held at

Port of Sale Business Centre

Foster Street, Sale

Tuesday 7 February 2017, commencing at 3pm

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ORDINARY MEETING OF COUNCIL – 7 FEBRUARY 2017

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Council Meeting Information

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

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

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



A - PROCEDURAL



STATEMENT OF ACKNOWLEDGEMENT

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



PRAYER

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

Amen



A - PROCEDURAL

A4 CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETING/S

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

ACTION OFFICER:

GENERAL MANAGER CORPORATE SERVICES

DATE:

7 FEBRUARY 2017

OBJECTIVE

To adopt the minutes of the Ordinary Council Meeting of 20 December 2016 and the minutes of the Special Council meeting of 20 December 2016 as tabled.

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

- 1. Council adopt the minutes and resolutions of the Ordinary Council Meeting of 20 December 2016 as tabled; and***
- 2. Council adopt the minutes and resolutions of the Special Council Meeting of 20 December 2016 as tabled.***

CONFLICT OF INTEREST

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



A - PROCEDURAL

A5 BUSINESS ARISING FROM PREVIOUS MEETING/S



A - PROCEDURAL

A6 ACCEPTANCE OF LATE ITEMS



A - PROCEDURAL

A7 NOTICE/S OF MOTION



A - PROCEDURAL

A8 RECEIVING OF PETITIONS OR JOINT LETTERS

ITEM A8(1)**OUTSTANDING PETITIONS**

ACTION OFFICER

GOVERNANCE

DATE:

7 FEBRUARY 2017

ITEM	FROM MEETING	COMMENTS	ACTION BY
Nil			

ITEM A8(2)**RECEIPT OF PETITION – CLOSURE OF PUBLIC TOILETS,
WHARF STREET, PORT ALBERT**

ACTION OFFICER: MANAGER NATURAL ENVIRONMENT & PARKS

DATE: 7 FEBRUARY 2017

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

OBJECTIVE

To present Council with a petition in relation to the closure of Public Toilets at Wharf Street, Port Albert.

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

That Council receive the attached petition in relation to the closure of Public Toilets at Wharf Street, Port Albert.

BACKGROUND

A petition containing 360 signatures has been received by Council.

A copy of the petition is attached for Council information.

LEGISLATIVE IMPACT

Section L6.59 of Wellington Shire Council Processes of Municipal Government (Meetings and Common Seal) Local Law No 1 provides for petitions and joint letters:

“A petition or joint letter presented to the Council must lay on the table for a period determined by the Council but not exceeding the next two Council Meetings. No motion, other than to receive the petition or joint letter may be accepted by the Chairperson, unless the Council unanimously agrees to deal with it earlier.”

Petition re the Closure of Public Toilets, Wharf Street, Port Albert.

To the Chief Executive Officer of the Shire of Wellington.

This petition draws to the attention of the Chief Executive Officer of the Shire of Wellington the recent closure of the public toilets located outside "Wildfish Restaurant," Wharf Street, Port Albert, and the disastrous effects such closure has for tourists and visitors (especially disabled visitors) to the area. Due to the closure of these public toilets tourists and visitors are required to walk a 1.2 kilometre round trip to the public toilet block near the boat ramp. It is of urgent importance that the public toilets at "Wildfish" be re-opened or replaced with new amenities on park land nearby.

Name	Address	Signature
<u>SOHA SATHI</u>		<u>[Signature]</u>
<u>RON SMITH</u>		<u>[Signature]</u>
<u>S. GLOVES</u>		<u>[Signature]</u>
<u>S. BRUNLO</u>		<u>[Signature]</u>
<u>D. J. K. K. K.</u>		<u>[Signature]</u>
<u>Terry Murphy</u>		<u>[Signature]</u>
<u>Glenn Eaten</u>		<u>[Signature]</u>
<u>L. Lacey</u>		<u>[Signature]</u>
<u>Lee Boales</u>		<u>[Signature]</u>
<u>VALDA NARR</u>		<u>[Signature]</u>
<u>JAMES HOPPER</u>		<u>[Signature]</u>
<u>Hollie Thomas</u>		<u>[Signature]</u>

Petition re the Closure of Public Toilets, Wharf Street, Port Albert.

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Name	Address	Signature
Lyn Brown		[Signature]
Lauren Spiteri		[Signature]
Robert Rowell		[Signature]
Fay Clark		[Signature]
W.P. HACKETT		[Signature]
L. Jackson		[Signature]
K. Egan		[Signature]
H. Sharrock		[Signature]
GREG GARDNER		[Signature]
PAMINE HARWOOD		[Signature]
JETT FARRUGIA		[Signature]

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Name

Address

Signature

M. GLEBOV

V. Skel

C. HANLEY

M. ROBBINS

R. E. Aquatuna

Stuart Green

A. Hee

P. WHITE

C. Smith

CHRIS SMITH

[Signature]

[Signature]

[Signature]

[Signature]

[Signature]

[Signature]

[Signature]

[Signature]

[Signature]

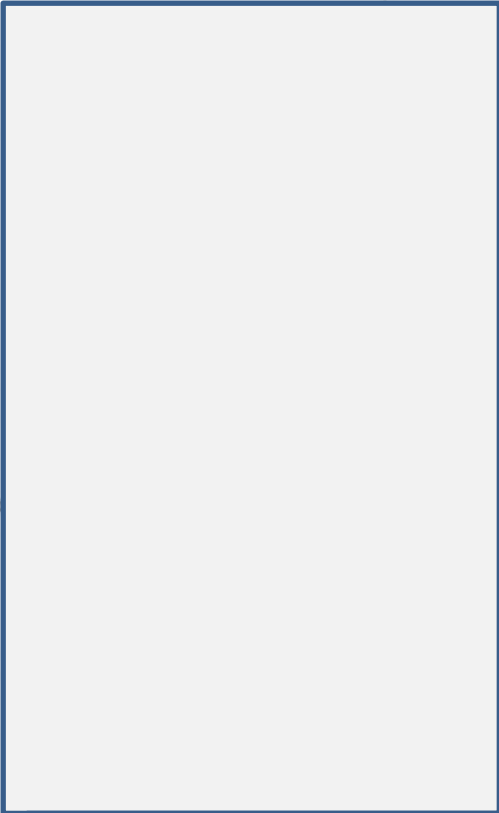
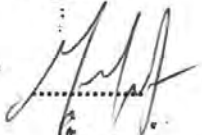
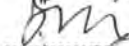

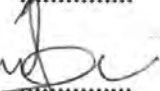

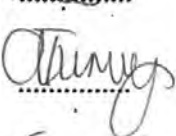
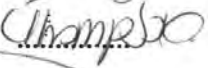

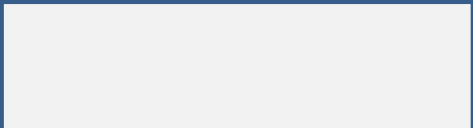
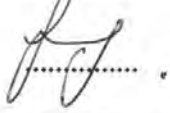

C. Smith



Petition re the Closure of Public Toilets, Wharf Street, Port Albert.

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Name	Address	Signature
M. MAMAN		
Seth		
Rob Robson		
W. James		
P. Ormrod		
A. Turvey		
L. Thompson		
D. Pano		
TO CASEY		
Terrence Daly		

Petition re the Closure of Public Toilets, Wharf Street, Port Albert.

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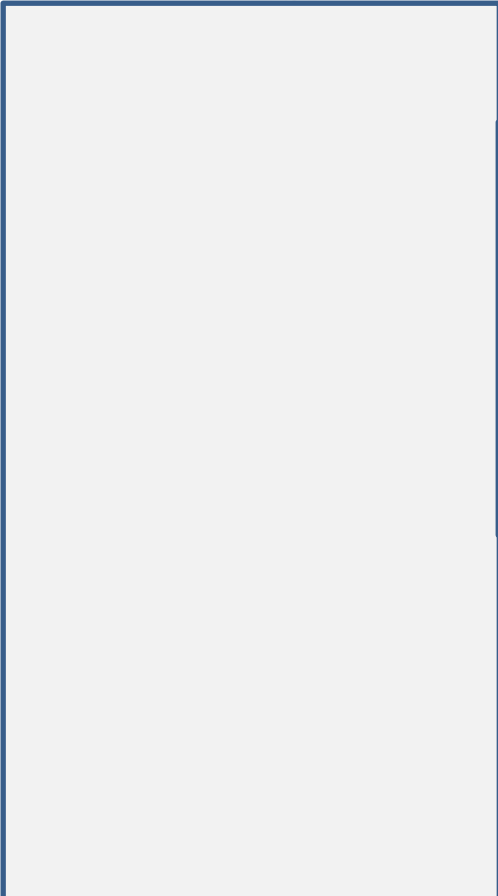
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Name	Address	Signature
SEFF BUCHANAN		
Will Southwell		W Southwell
MARG PROUD		M. Proud
DORIS ELDRIDGE		D. Eldridge
Ray Clarke		Ray
Rhonda Young		R. Young
Dana Irving		Dana Irving
B. Harty		B. Harty
I Pacey		I Pacey
J Pacey		J Pacey

Petition re the Closure of Public Toilets, Wharf Street, Port Albert.

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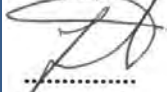
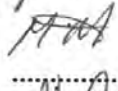
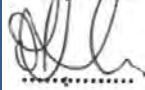



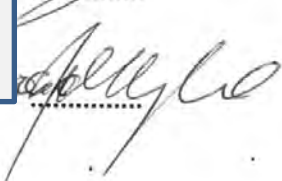
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Name	Address	Signature
W. Koskiewicz		William Koskiewicz
C. Beaman		Leif
M. Thomson		John Thomson
B. Morris		Bob Morris
V. Kumar		V. Kumar
CHOWE		Al
J. Howe		J. Howe
S. Goulens		S. G.
IAN GUTHRIE		Ian Guthrie
Sharon Marshall		Sharon Marshall

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Name	Address	Signature
SHARON STAIT		
COLLEEN KROPPACK		
Rachel McKay		
Terry Murphy		
MARY MURPHY		
M. Lambie		
Nick Maudslayi		
B. Tillack		
L. GARDENER		
Hoghill		

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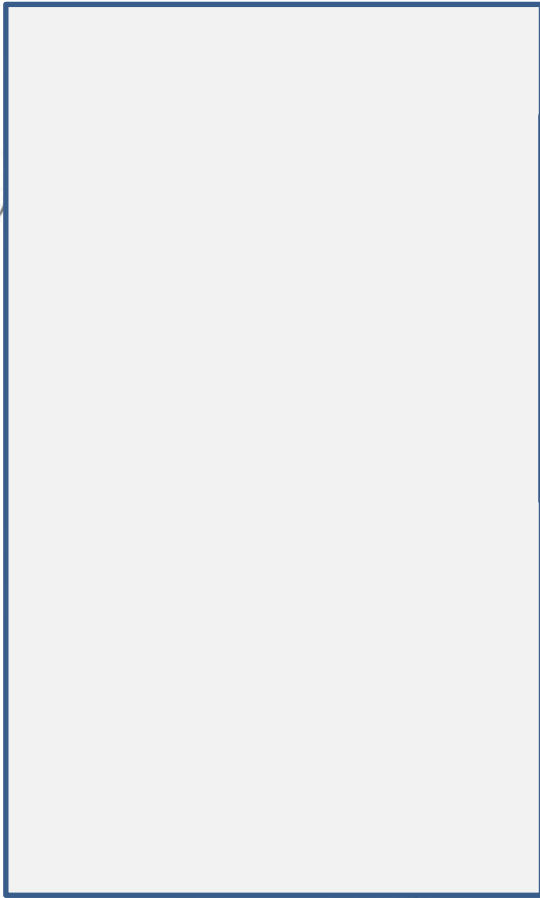
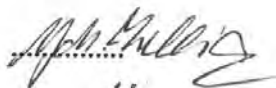




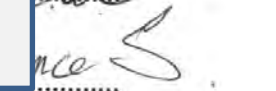
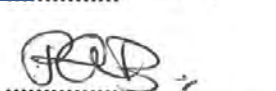
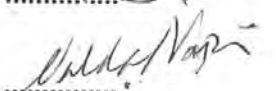
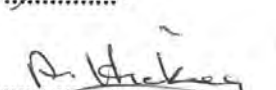

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Name	Address	Signature
<u>Bill Black</u>		<u>Black</u>
<u>David Cuthbert</u>		<u>Cuthbert</u>
<u>CHRIS EVANS</u>		<u>C. Evans</u>
<u>Claudia Middleton</u>		<u>C. Middleton</u>
<u>SABINA BROWN</u>		<u>S.B.</u>
<u>A Morgan</u>		<u>A Morgan</u>
<u>J Berryman</u>		<u>Berryman</u>
<u>G. Barnes</u>		<u>G Barnes</u>
<u>S. Toman</u>		<u>S. Toman</u>
<u>R. Kew</u>		<u>R. Kew</u>

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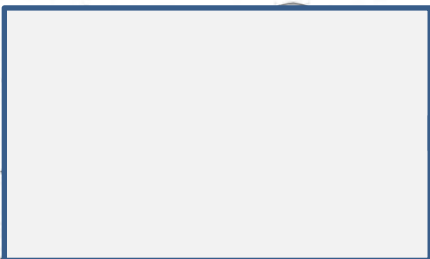
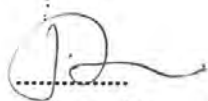



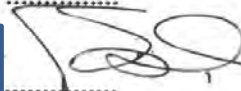
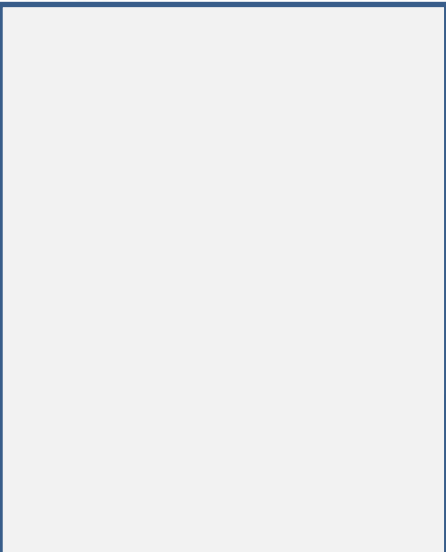
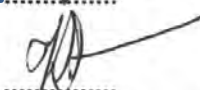
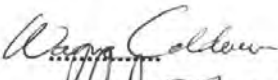
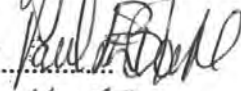


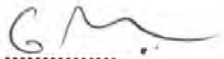
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Name	Address	Signature
Johanna Zillig		
Catharine Beard		
Mike Hearse		
Stan Harrison		
Christina		
K. Griffiths		
R. Bigham		
V. NAPIER		
A. Hickey		
T. Young		

Petition re the Closure of Public Toilets, Wharf Street, Port Albert.

To the Chief Executive Officer of the Shire of Wellington.

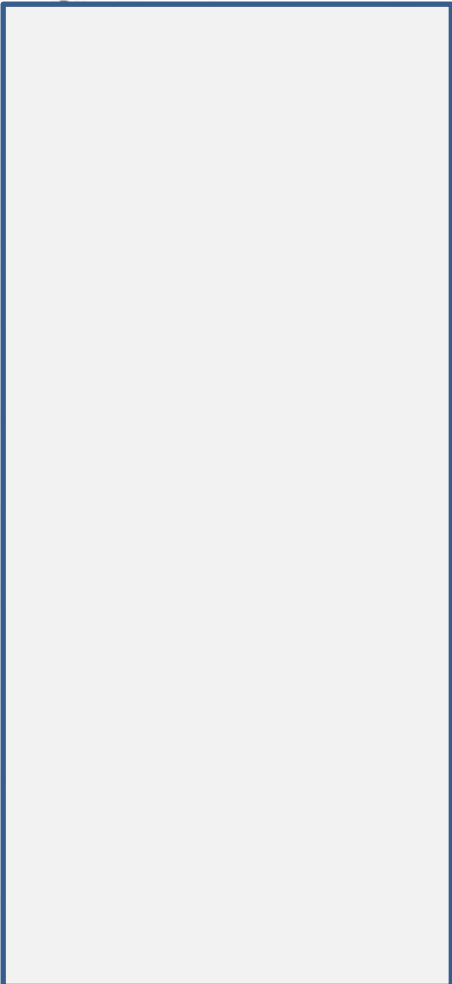




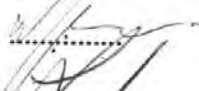
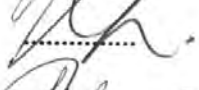
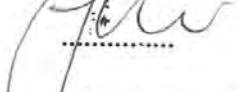
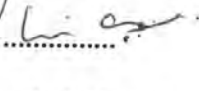
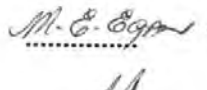
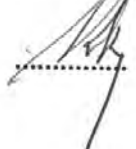
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Name	Address	Signature
<u>Don Narnier</u>		
<u>ANDREW DAVIS</u>		
<u>Scott Mulorey</u>		
<u>BARR GREENLAP</u>		
<u>J.D. Robson</u>		
<u>Wayne Caldwell</u>		
<u>Paul Ball</u>		
<u>M. King</u>		
<u>B. Baird</u>		
<u>G. Neockan</u>		

Petition re the Closure of Public Toilets, Wharf Street, Port Albert.

To the Chief Executive Officer of the Shire of Wellington.

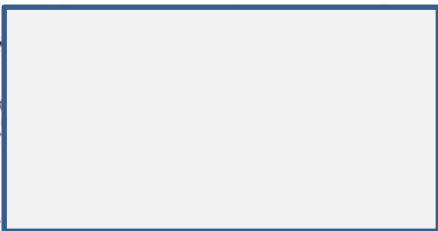

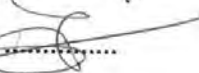
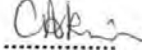
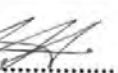
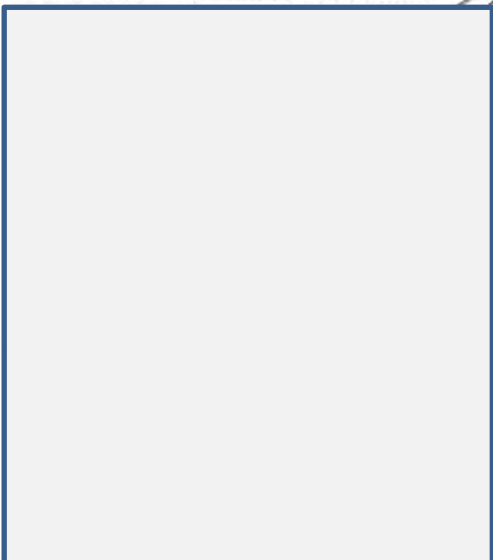
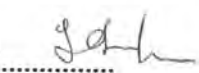
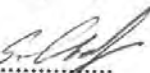
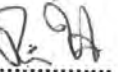

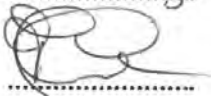
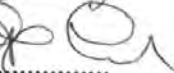

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Name	Address	Signature
<u>Mark Gouden</u>		
<u>Cadya Adams</u>		
<u>ANGUS HUGHES</u>		
<u>DAMON HUGHES</u>		
<u>Wyatt Kilgour</u>		
<u>Janiz Tausat</u>		
<u>Jordan van Kester</u>		
<u>LUCI GRANGE</u>		
<u>MAGGIE FOR</u>		
<u>Snoddy 15</u>		

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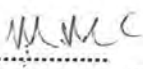
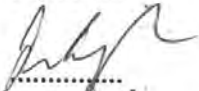
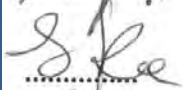
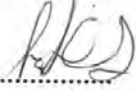



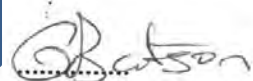
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Name	Address	Signature
WALTER JONES		
Mr Hargreaves		
Glad Atkinson		
Sandra Sandford		
S. O'Hughlan		
SIMON CHALKLEY		
R. Howell		
Beth Morgan		
		
NEIL FLETCHER		

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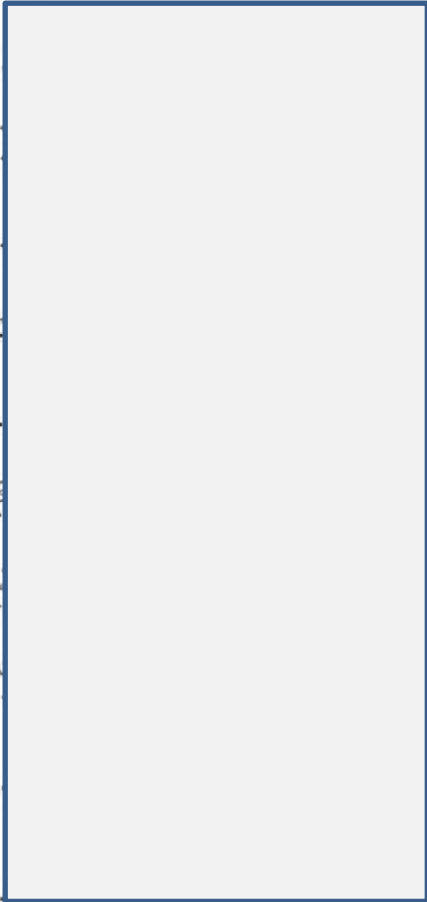
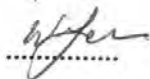

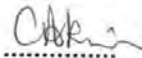


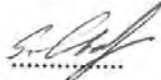



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Name	Address	Signature
OTTAVIO CAMBRAY		
R. Clarke		
M. McDamara		
J. BOWMAN		
Stacey Kree		
Lon E		
Peter McAleese		
Gill Clark		
Carol Clark		
Chynna Batson		

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WALTER JONES		
Ken Haggewear		
Glad Atkinson		
Sandra Sandila		
S. O'Hughlan		
SIMON CHALKLEY		
R. Howell		
Beth Morgan		
NEIL FLETCHER		

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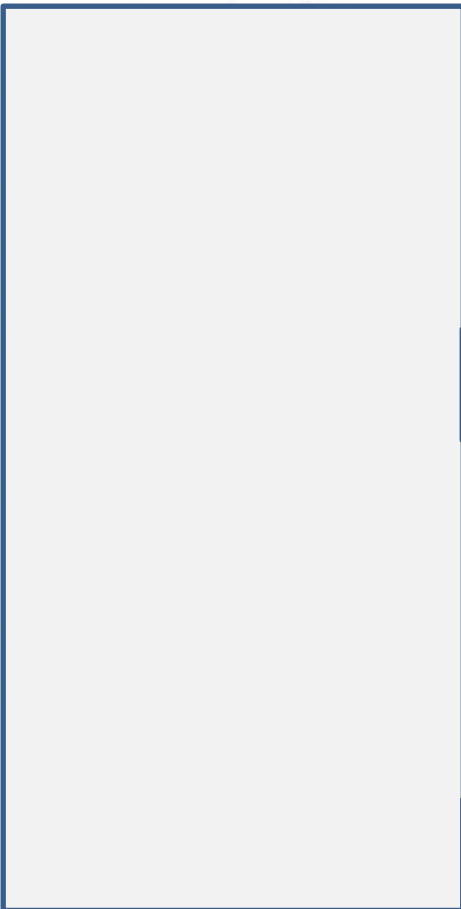
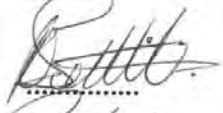
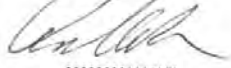



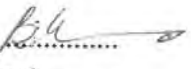
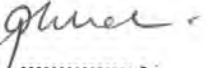
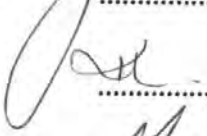


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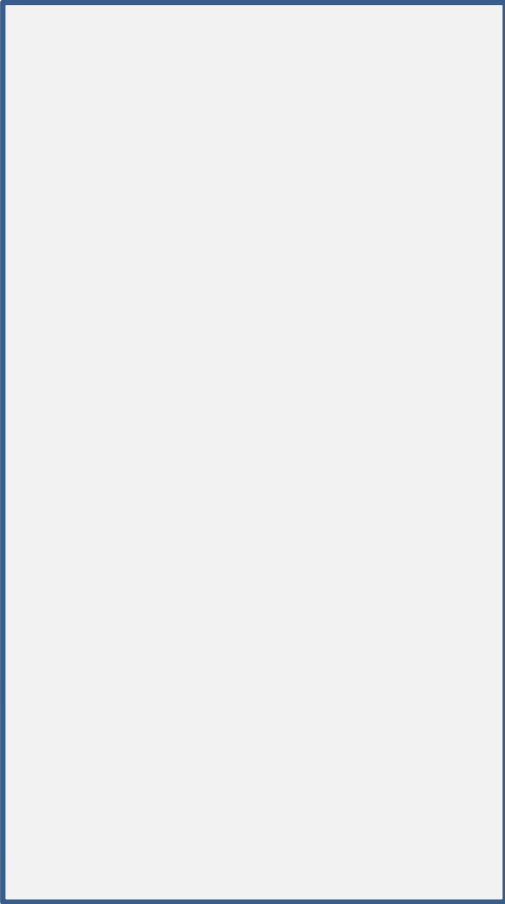

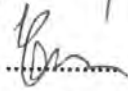
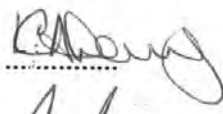
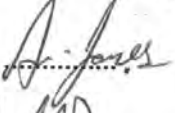

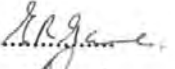
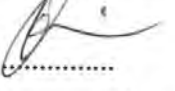



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Name	Address	Signature
A. Southwell		
P. Maher		
Ian Garth		
T. BATSON		
B. Green		
B. Gordon		
T. MITCHEM		
K. Lambick		
M. NAPIS		
M. KAUSCHEL		

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Name	Address	Signature
<u>John Sermon</u>		
<u>Glenn Cooper</u>		
<u>Cynthia Lang</u>		
<u>Andrew Jones</u>		
<u>Maria Bugger</u>		
<u>E. Corn Lang</u>		
<u>Cliff Prain</u>		
<u>Debbie Conroy</u>		
<u>Bob Conroy</u>		
<u>Alex Hallett</u>		

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Name

Address

Signature

Joel

DANIEL

R. O'H

S. K. H. H.

Linda Hammond

Stephen Hammond

Venera Beaney

Rory

H. STAIT

IAN STEVENSON

Venera Beaney

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Name	Address	Signature
Willa Killary		Willa Killary
B. Carstairs		B. Carstairs
A. Koran		A. Koran
Barry Buchanan		Barry Buchanan
Gayle Kae		Gayle Kae
Imena Dely		Imena Dely
K. Parkinson		K. Parkinson
Robert Koo		Robert Koo
Brian Guter		Brian Guter
Chris Goo		Chris Goo

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Name

Address

Signature

S. McVOR

J. WILKINSON

PAUL PRICE

S. J. L.

off B...

Angie Barrand

P. Maher

V. Vanboon

Phil Terry

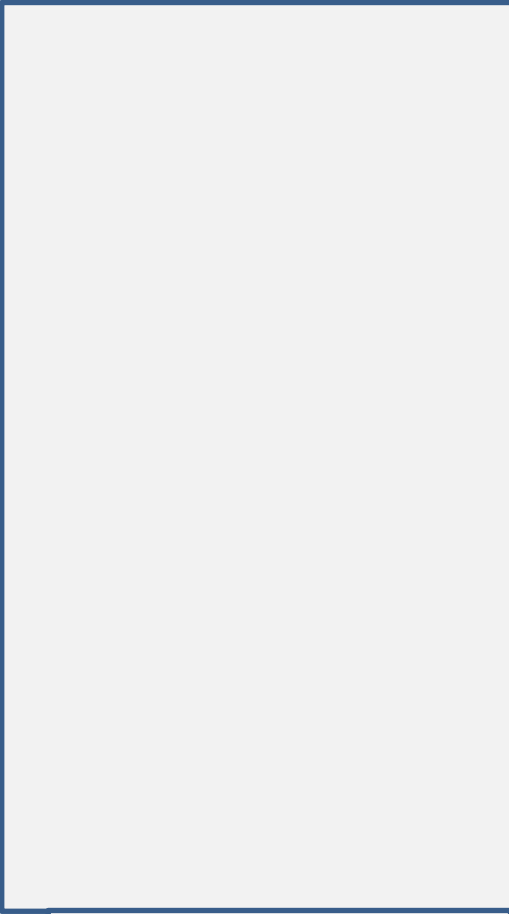

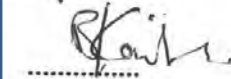
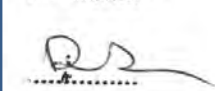


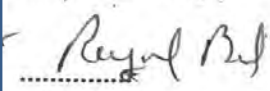
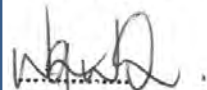
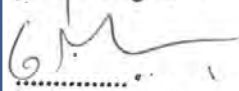


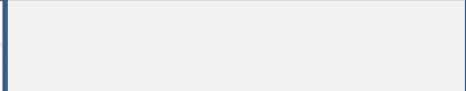
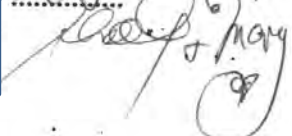
S. Parkinson

M. Laub

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Name	Address	Signature
MARIE WEST		
BARBARA KUSS		
DAVE BUNAGAN		
Leigh Delampla		
Lesley Trenfield		
Ray Bass		
WAYNE WILSON		
Gavin Nocker		
Janet Chisn		
Elke Bush		
Michael/MARY ISAAC		

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Name	Address	Signature
G.D. FARMY		[Signature]
Naivle howe		[Signature]
MAX LAUB		[Signature]
Al Bendall		[Signature]
D. Black		[Signature]
L SIMMONS		[Signature]
Blake McDermott		[Signature]
Kiri Knapkins		[Signature]
BOB ASTDOWN		[Signature]
M. Raden	[Signature]	

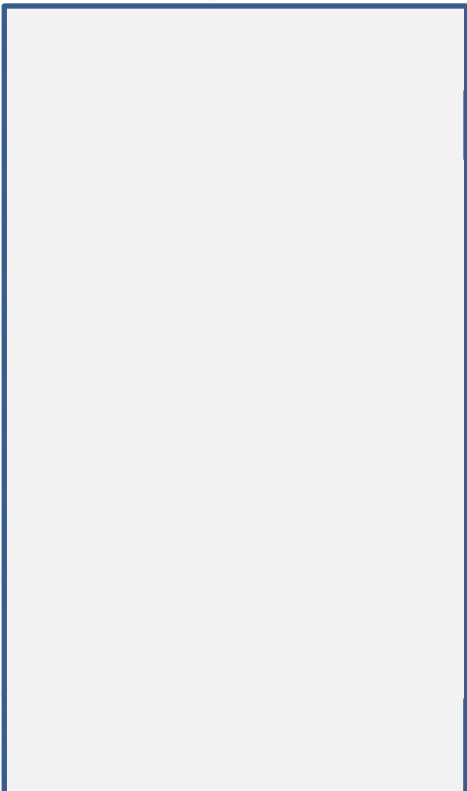









Address

Signature

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Name	Address	Signature
PAOLO NATALI		
LR RUSSELL		
J. Graham		
R. Berry		
T. Burns		
Emma Higgs		
J. Allen		
LEIGH HIGGS		
Karen Davis		

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Name	Address	Signature
<u>RUSSELL GORMY</u>		
<u>PHILIP KENDALL</u>		
<u>LINDSAY MYALL</u>		
<u>Darren King</u>		
<u>J Carrington</u>		
<u>P. Wason</u>		
<u>J. ASHFORD</u>		
<u>P. ASH FORD</u>		
<u>Eckhouschick</u>		
<u>L. GUSSAGO</u>		

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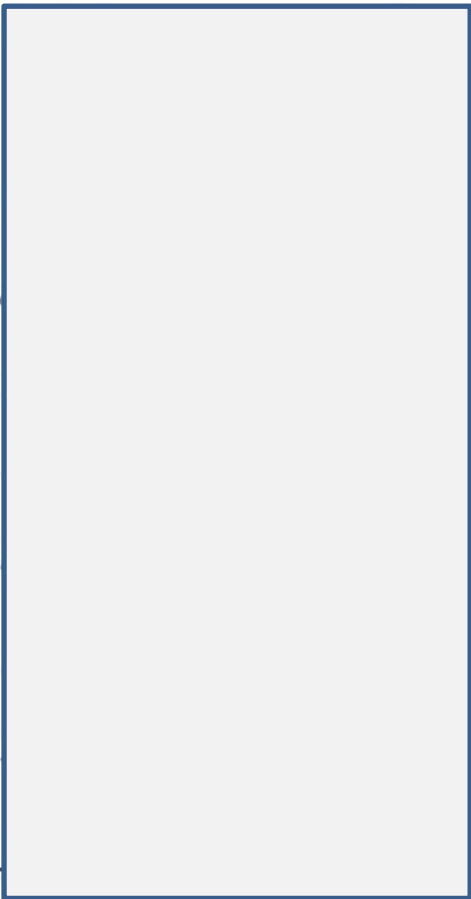









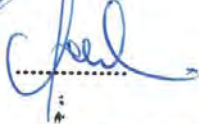

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Name	Address	Signature
Dale Gillie		[Signature]
BARB MUNRO		[Signature]
DAVID KERIN		[Signature]
J Kibben		[Signature]
Anna Lier		[Signature]
Russell Williams		[Signature]
Ross BOCHANAN		[Signature]
STEVE WATTS		[Signature]
JOHN LARROSE		[Signature]
Uwe Steinki		[Signature]

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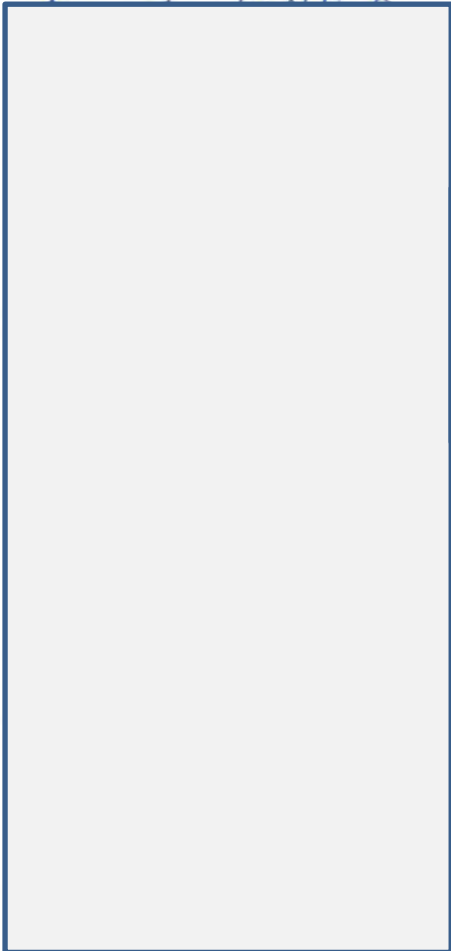










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Name	Address	Signature
Kylee Anmann		
Leesa Kelly		
Rhiannon Kelly		
		
Naomi Murrells		
Sherralee Dow		
Christine Matthews		
Greg Millen		
Adrian Cox		
John Bax		

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GRAHAM McFARLANE		
J THOMAS		
P. Grieve		
C. Dalton		
JEFF REID		
Martin Paol		
Stephen Cook		
K. Mercieca		
CHRISTOPHER		
AL BONDALL		

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This petition draws to the attention of the Chief Executive Officer of the Shire of Wellington the recent closure of the public toilets located outside "Wildfish Restaurant," Wharf Street, Port Albert, and the disastrous effects such closure has for tourists and visitors (especially disabled visitors) to the area. Due to the closure of these public toilets tourists and visitors are required to walk a 1.2 kilometre round trip to the public toilet block near the boat ramp. It is of urgent importance that the public toilets at "Wildfish" be re-opened or replaced with new amenities on park land nearby.

Name	Address	Signature
Carol Buckle Stimson		
Andrew Stimson		
Daniel Kors		
Georgina Kors		
Margaret Ferme		
Bill Ferme		
Hessany		
Shane McGowan		
Indi McGowan		
Nina McGowan		

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Name

Address

Signature

Anthony

V. Porter

M. Flower

R. Matricciani

A. Matricciani

Z. Matricciani

R. Matricciani

Margaret Smith

Allan Smith

Suzy Smith

Anthony

V. Porter

M. Flower

R. Matricciani

A. Matricciani

Z. Matricciani

R. Matricciani

M. E. Smith

Allan Smith

Suzy Smith

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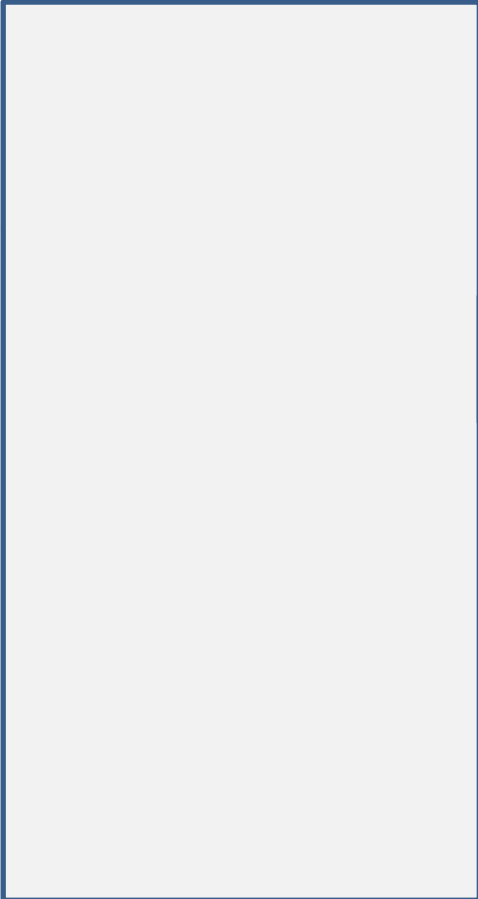






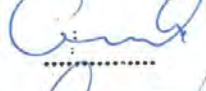



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Name	Address	Signature
Mark Smith		
M. AURICE MARIANI		
Raydee MARIANI		
Rob Milburn		
John Sharkey		
Rob Squire		
Mark Wear		
Tim Smith		
Karen Smith		
REEDON JEE		
1 PM I		

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Name	Address	Signature
Kathryn Hilt		
Ashlea Bird		
D. HOOGESTRA		
L. ANDERSON		
F. SAMIOS		
G. RORKE		
Helmut Jaensch		
Emily Stanton		
Jared Stafford		
Tony BOHAGIAN		

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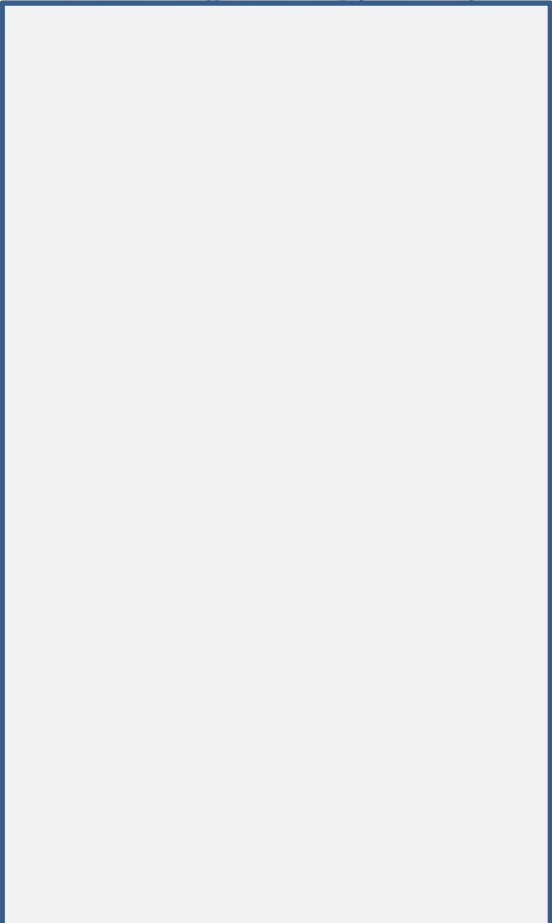






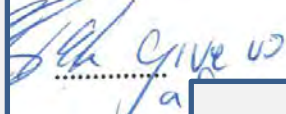



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Name	Address	Signature
FARRANT		
MORROW		
P. Spiteri		
L. BURGESS		
ANCELOPLOS NICHOLAS		
T. Seccombe		
G. JONES		
L. WARD		
J. O'HALLORAN		
V. O'Halloran		

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Name	Address	Signature
J. Wiseman		
D. McKeane		
K. GRAY		
P. GARY		
J. Simpson		
N. Fuller		
B. Black		
V. OLDJOHN		
D. BREHEN		
J. AKERS		

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Name

Address

Signature

David Akers

LORNA AKERS

AORIAN TARAU

VIVIAN ROSALES

BRAHMAN SHANKAR

Nicola Treller

TABETHA GREEN

DheBlanc

Colin FRASER

Susan Fraser

















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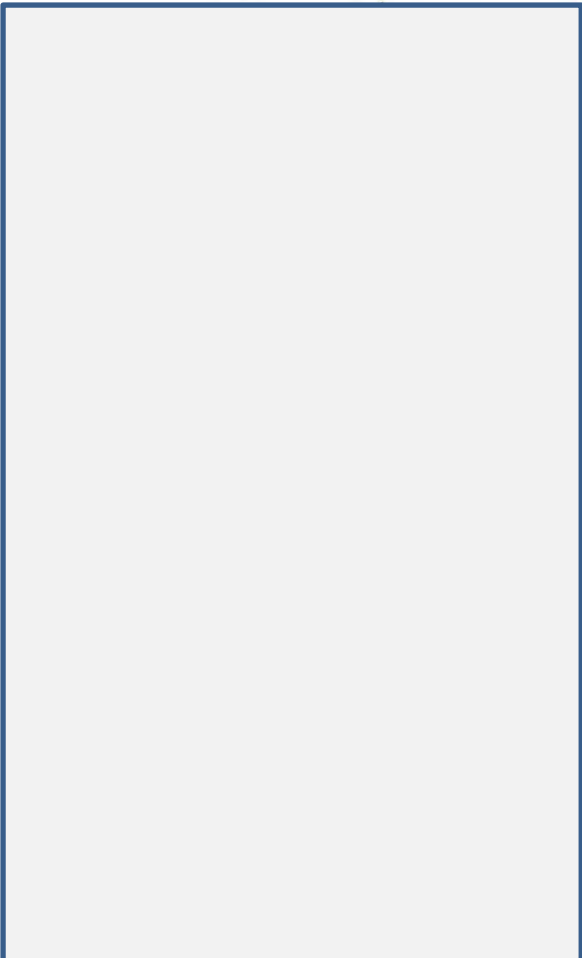
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Name	Address	Signature
Deanne Hunter		
ANITA HUNTER		
Beryl Thompson		
Tom Bourne		
Nancy Bourne		
STEVE NEALGOWS		
Ian Nicol		
Jack Milner		
Melissa Nicol		

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Name	Address	Signature
R Howell		R. Howell
S Gately		S Gately
J Gotsler		J Gotsler
H Gotsler		H Gotsler
T. & A. CASTLE		Tony Castle
Ravinder		Ravinder
C. TRUONG		C. Truong
J BENNETT		J Bennett
R Conroy		R Conroy
Tony Joun		Tony Joun

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Name

Address

Signature

D. Bass

C Wright

Dagmar Bass

J. Kirkpatrick

P. Ormrod

C-SMITH

C. Smith

C. Smith

K. Smith

E. Smith



cw







C.S



C Smith

KS

E. Smith



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**NOMINATION OF MUNICIPAL ASSOCIATION OF VICTORIA
BOARD CANDIDATE, FOR THE GIPPSLAND REGION**

DIVISION: CHIEF EXECUTIVE OFFICE
ACTION OFFICER: CHIEF EXECUTIVE OFFICER
DATE: 7 FEBRUARY 2017

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

OBJECTIVE

For Council to nominate a Councillor as the Gippsland Region candidate, for the Municipal Association of Victoria's (MAV) Board elections.

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

That Council nominate as the Gippsland Region candidate, for the Municipal Association of Victoria's Board elections.

BACKGROUND

The MAV is incorporated by an Act of State Parliament and it assist councils by:

- advocating to increase funding so that councils can provide and improve community services.
- providing best practice tools and resources to assist councils become more efficient.

Their rules provide that the MAV Board is elected by members every two years.

The election for both the President and Regional Board members will be held on Friday 3 March 2017, with nominations for the Board positions opened on Tuesday 24 January 2017.

Nominations must be received no later than 4pm, 21 days prior to the Election Day (i.e. 4pm on 10 February 2017) together with a 150 word candidate statement.

The President is elected at large and the regional Board members are elected by MAV representatives within each region.

Councillor Hole is currently a MAV Board Member, representing the Gippsland Region.

As nominations are currently open, it is proposed that the Council nominate a Councillor to represent the Gippsland Region on the MAV Board.

A copy of a notice from the Returning Officer for the Board election, which includes further information concerning the election and a nomination form is attached for Council's information.

OPTIONS

Council has the following options:

1. Nominate a Councillor as a candidate for election to the MAV Board; or
2. Not nominate a Councillor as a candidate for election to the MAV Board.

PROPOSAL

That Council nominate a Councillor as the Gippsland Region candidate, for the Municipal Association of Victoria's Board elections.

CONFLICT OF INTEREST

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



Victorian Electoral Commission
Level 11, 530 Collins Street
Melbourne Vic 3000
T (03) 8620 1100 F (03) 9629 8632
vec.vic.gov.au

Letter D17/2210

20 January 2017

Dear MAV Representative

Elections for the Municipal Association of Victoria President and Management Board

I have been appointed by the Municipal Association of Victoria (**MAV**) as the Returning Officer to conduct the elections for the MAV President and Regional Representatives on the MAV Management Board to be held on 3 March 2017. The elections are in accordance with the procedures set out in the *MAV Rules 2013*.

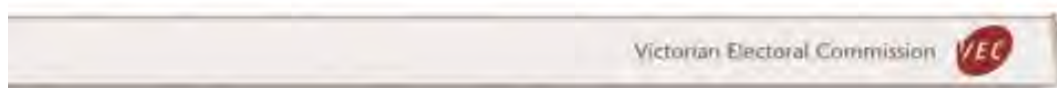
As you have been advised by the MAV, nominations for MAV President and Regional Representatives **open on Tuesday 24 January 2017**. To assist with those intending to stand for election to the MAV Management Board, I have enclosed an electronic copy of the nomination form.

Nominations close at 4.00 pm on Friday 10 February 2017. Any nominations received after this time must be rejected. Nomination forms, candidate statements containing no more than 150 words of **unformatted text**, and candidate photographs may be lodged by email to me at phillippa.heskett@vec.vic.gov.au, but must be received by the time nominations close.

You will be aware that nominations can only be made by the MAV Representative and, as Returning Officer, I am obliged to check the eligibility of each nominee. All nominations will be checked for eligibility against the list of appointed MAV Representatives as advised to the MAV by councils through completion of *Schedule 1 – Notification of appointment form*. It is therefore very important that all councils submit the notification of appointment form to the MAV as soon as possible, if this has not already been done.

A ballot draw to determine the order that candidates' names will be listed on the ballot paper will be held for each contested elections, beginning at 4.30 pm on Friday 10 February 2017. The ballot draws will occur at the Victorian Electoral Commission on Level 11, 530 Collins Street, Melbourne. Candidates wishing to attend the ballot draw or planning on appointing a scrutineer to be present at the ballot draw will need to advise me in writing as soon as possible after submitting their nomination form—preferably, please note it at the same time as the nomination form is submitted so the necessary arrangements can be made with building security.

Following the close of nominations and the conduct to the ballot draw, all MAV Representatives will be sent information about candidates, the position for which they have nominated, and the order that candidates' names will appear on the ballot paper.



Voting packs will be posted by Australia Post *ExpressPost* no later than Thursday 16 February 2017. These will be addressed to the contact address nominated by MAV Representatives and advised by them to MAV. Voting by MAV Representatives can commence immediately after their receipt of the voting pack.

The MAV has also asked that I draw your attention to the three Presidential Candidate Forums, the details of which were provided in MAV's election notification.

Finally, I note that it is important for all MAV Representatives to cast their votes and to post these using the reply-paid envelope promptly to allow as much time as necessary to ensure the votes are received by the **close of voting at 4.00 pm on Friday 3 March 2017**.

I anticipate that the count will commence immediately after the close of voting. This will enable candidates to appoint scrutineers to attend the count, should they wish to do so.

If you have any questions, please contact me on (03) 8620 1144 or by email at phillippa.heskett@vec.vic.gov.au.

Yours sincerely

Phillippa Heskett
Returning Officer, MAV President and Management Board Elections 2017

Municipal Association of Victoria

SCHEDULE 4

Nomination Form (Clause 1 of Schedule 2)

Nomination for election of Board Members held on **Friday 3 March 2017**.

I, the undersigned _____

Being the representative of the _____
(insert name of council)

do hereby nominate _____
(insert name of councillor in full)

as a candidate for election to the following position:

☐ President

☐ Board member for the _____ region
(insert name of region)

(Mark with an "X" the election for which the candidate is nominated)

Signature _____

And I, the above-named _____
(insert name of councillor in full)

consent to the nomination and declare that I am the appointed

representative of _____
(insert name of council)

Signature _____

NOTE: A separate nomination form must be completed and delivered to the Returning Officer for each election for which a candidate is to be nominated.

ITEM C1.2**DECEMBER 2016 PERFORMANCE REPORT**

DIVISION: CHIEF EXECUTIVE OFFICE
ACTION OFFICER: CHIEF EXECUTIVE OFFICER
DATE: 7 FEBRUARY 2017

IMPACTS

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

OBJECTIVE

For Council to receive and note the December 2016 Council Performance Report.

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

That Council receive and note the December 2016 Council Performance Report as attached.

BACKGROUND

The December 2016 Performance Report comprises key highlights towards achievement of the 2013-17 Council Plan, progress in relation to Major Initiatives and 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 December 2016 Performance Report, Council can resolve to either:

1. Receive and note the December 2016 Performance Report; or
2. Not receive and note the December 2016 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 December 2016 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 provides information that informs Council on its financial operations for the December 2016 quarter as well as the expected financial position for the 2016/17 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 December 2016 Performance Report has been prepared in the context of existing Council policies.

COUNCIL PLAN IMPACT

Objective 2.2 states that Council will:

"Maintain processes and systems to ensure sound financial management"

Objective 2.3 states that Council will:

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

DECEMBER PERFORMANCE REPORT

DECEMBER 2016 COUNCIL PLAN HIGHLIGHTS

Memorial Service

December saw the passing of our most loved patron and supporter Mr John Leslie OBE. One of John's last wishes was to have a Memorial Service held for him in the "John Leslie Theatre" which took place on 21 December.

Gallery & EBBWEC Updates

The Gallery opened a new exhibition on 8 December at the Maffra Exhibition Space, Libby Witchell's 'Here Come the Wind' children's book illustrations for Sarah Corbel's book of the same title.

The Gippsland Art Gallery Society held a fundraising event at Equus with the John Gibson Trio and Dan McKamy on 8 December. The event raised over \$3,000 for acquisitions for the Gallery.

Three hundred people attended the Australian Shakespeare Company's "Tinkerbell and the Dream Fairies" on 18-19 December at the Sale Botanical Gardens.

Over 250 people attended EBBWEC's first New Year's Eve Concert starring David Hobson on 31 December.

Fire Inspections

Compliance inspections have largely been completed across the Shire for 2016. Fire Prevention Notices were issued to 869 individuals (577 properties); and 136 Infringements were issued (92 properties). By property, we have issued less notices than last year and 29% less than the 3-year average. By property, we have issued more Infringements than last year but 17% less than the 3-year average.

Walk to School Campaign

For the second year in a row, a Wellington Shire Primary School has won the highest percentage of walks for the month of October for the South-Eastern Region (Mallacoota to bordering Melbourne suburbs). The winning school was Loch Sport Primary School who achieved 100% of walking and active travel for the month of October. Winning schools will receive a full-day clinic delivered direct to each school by Melbourne City Football Club coaches and a classroom soccer kit.

State Grants for Baldwin Recreation Reserve

Harriet Shing, Member for Eastern Victoria Region announced on 19 December 2016 that Council will receive a \$100,000 grant from the Victorian Government's Community Sports Infrastructure Fund – Female Friendly Facilities. The \$100,000 will contribute towards the \$233,630 redevelopment of Baldwin Recreation Reserve facilities, including new unisex officiating rooms along with much needed female change facilities and other amenities. Baldwin Recreation Reserve is home to the Sale Soccer Club.

Presentation to Sale Bridge Club

A successful presentation was completed to the Sale Bridge Club regarding their possible move to the premises of the Sale Tennis Club. A significant number of questions were raised and answered successfully.

Aqua Energy Updates

A new look Aqua Energy website was launched and feedback has been very positive so far. Radio advertising continues, with promotion of the outdoor pool season ongoing. Summer timetables for Group Fitness and the Intensive Learn to Swim program are now available and have been distributed.

A new cafe menu was introduced to the Aqua Energy café and is showing positive impact on sales.

Consultation on GRSC Stage 2

Consultation with key user groups was held to seek and incorporate feedback on the proposed design of the new Gippsland Regional Sporting Complex pavilion and synthetic pitch.

Business cases for pool developments

Sport & Leisure Solutions commenced consultation on the business case for redevelopment of the Aqua Energy 25 metre indoor pool.

Evaluation of Requests for Quotation was also commenced for a business case for heating the Yarram Outdoor pool.

Heyfield Residential Lot Review study

The draft Heyfield Low Density Residential Lot Review study has been completed, which will be publicly exhibited in January/February 2017. This project aims to identify suitable land in Heyfield for short term 'acre lot' residential development.

Amendment C90 in public exhibition

Planning Scheme Amendment C90 (Precincts 3 and 11 of the Longford Development Plan) is on public exhibition from 15 December 2016 to Monday 30 January 2017. The Amendment proposes to rezone land for rural lifestyle lots, to support the future growth of Longford as a key rural residential settlement.

RACV Great Victorian Bike Ride

Bicycle Victoria announced Gippsland as the region for the RACV Great Victorian Bike Ride 2017. Yarram, Seaspray and Maffra will be the Wellington overnight stays.

Opportunities from project AIR5428

Consultant from AEC Group interviewed stakeholders at business sites or Council offices on 12-16 December 2016, as part of the Economic and Social Opportunities arising from Defence Project AIR 5428.

DECEMBER 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 (Ongoing)	Tender awarded within budget and construction commenced on 6 September 2016. Works progressing as per program.	In Progress (20%)
Progress the Port of Sale Precinct (The Port) redevelopment project in line with the project plan.	30 June 2017 (Ongoing)	Civil works commenced and Park Street Bridge commencement is imminent. Tender for building and footpath works closed.	In Progress (15%)
Oversee a review and update of Wellington 2030 and facilitate a comprehensive service review process across the organisation.	30 December 2017	All Business Units are reviewing Service Review Templates to ensure consistency of information and data provided through reviews. Over 140 Council services are being reviewed. Forty people including; community members, Councillors, council staff and organisation representatives attended a workshop on 23 November 2016 to analyse the feedback from the 2030 consultation. A draft Wellington 2030 Strategic Vision was provided to Councillors at a Council workshop on 20 December 2016.	In Progress (45%)
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)	Council liaising with Federation Training as they continue to review potential opportunities for Sale CBD.	Ongoing

Major Initiatives	Completion Target	Progress Comment	Status
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 opportunities for greater efficiencies across the GLGN Councils.	Ongoing
Plan and implement an organisational wide electronic document, intranet and records management system.	30 June 2017	Work has commenced for development of a new Business Classification Scheme to assist with best practice records and information management. A new Business Classification Scheme will see the introduction of a hierarchy of pre-defined terms, moving from broad business functions to more specific business activities.	In Progress (45%)
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	Microsoft Windows 10 deployment is now complete as per schedule. New GIS Business System Servers have been set up and application configuration is in progress. New ICT equipment refresh and microwave works across the shire is continuing. In progress/no major issues to report.	In Progress (70%)
Manage the Port of Sale Cultural Hub & Precinct Project Information Communication Technology (ICT) and Audio Visual (AV) design and installation	30 June 2017	Preliminary construction program has now been received from builder. ICT/AV sub plan is in progress. No issues to report.	In Progress (25%)
Implement new Position Descriptions, an automated Appraisal System and a KPI reporting database across the organisation	30 June 2017	Position Descriptions have been finalised using the new templates for all positions. Finalised Corporate Performance Indicators (CPIs) were uploaded to the Pulse system for reporting. A shortlisted set of CPIs were presented to CMT on 20 December to review before including in quarterly Council Performance Report.	In Progress (80%)

Major Initiatives	Completion Target	Progress Comment	Status
Adopt and implement the Domestic Wastewater Management Plan (DWMP)	30 June 2017	The DPMP has now been approved by Council and next item required is the memorandum of understanding (MoU) which has been sent to the water authorities for consideration. Signatures being sought for the MoU.	Completed
Drive the Wellington Shire Council Enterprise Agreement No. 9 renegotiation to ensure adoption of an effective and workable agreement.	30 June 2017	Negotiations are continuing.	In Progress (50%)
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	Financial Reports for the Centre at the end of October 2016 were trending to an approximate \$20,000 to \$30,000 deficit. This will be monitored closely over the next couple of months. Centre enrolments remain stable.	In Progress (45%)
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	Council workshop and report regarding land acquisition considered at meeting on 20 December 2016. This follows discussions and some agreement being reached on a land exchange. Regional Development Victoria (RDV) Funding agreement specifics being worked through.	In Progress (50%)
LAND USE PLANNING			
Facilitate the release of industrial land in Wurruk/West Sale to support economic growth	30 June 2017	A project brief has been finalised for this study. Officers have recently lodged an application with the Victorian Planning Authority to seek additional funding to widen the scope of this project. Once the outcome of this funding application is known, consultants will be appointed to undertake the project.	In Progress (10%)
Implement the North Sale Development Plan and Developer Contributions Plan into the Planning Scheme to support well planned housing growth.	30 June 2017	At its meeting of 20 September 2016, Council resolved to endorse the draft North Sale Design Response Plan for public exhibition between 10 October and 21 November 2016. A series of community and stakeholder workshops, facilitated by Mesh Planning, were held on Wednesday 19 October 2016 to seek feedback on the draft Design	In Progress (70%)

Major Initiatives	Completion Target	Progress Comment	Status
		Response Plan. Community and stakeholder submissions are currently being considered by Council officers and Mesh Planning prior to finalising this plan in the New Year.	
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	AEC Group Consultant met with a range of stakeholders in Sale 12-16 December 2016, on their views for opportunities from expanded Defence presence in Sale.	In Progress (50%)
COMMUNITY WELLBEING			
Plan for the upgrade of Maffra Gymnastics Club and investigate further enhancements at the Cameron Sporting Complex.	30 June 2017	Inside Edge Sports & Leisure Consultants continue to progress on demand assessment and feasibility study as per project timelines.	In Progress (40%)
Facilitate stakeholder engagement throughout the development and delivery of the Gippsland Regional Sporting Complex Stage II A.	30 June 2017	<p>Successful and productive consultation session was held on 14 December with key user group representatives to seek and incorporate feedback on the proposed design of the GRSC Stage 2A pavilion and synthetic pitch.</p> <p>This resulted in changes to the proposed storage and office areas and modifications to the kiosk design.</p> <p>Recognition of the history of the three major clubs is to be incorporated too.</p>	In Progress (45%)

LEADERSHIP AND ENGAGEMENT			
Facilitate delivery of 2 key outcomes in the 2015-2018 Community Engagement Strategy Action Plan	30 June 2017	Wellington Engagement Network – Direction and Innovation (WENDI) process finalised - 18 nominations received and all Business Units represented. First meeting booked for 13/2/2017. WENDI working group will lead the delivery of outcomes of the Community Engagement Strategy and accompanying Action Plan.	Ongoing
Implement the action plan association with Wellington Shire Economic Development Strategy 2016-2022.	30 June 2017	Actions for 2017/18 are progressing as expected at this early part of the reporting year.	In Progress (50%)
Facilitate stakeholder engagement throughout the delivery of the Cowwarr Recreation Reserve Clubroom Redevelopment.	30 June 2017	JJC Design have prepared the first draft of the designs and these have been sent to the Committee of Management (CoM) for review. Meeting will be held with CoM, architect and users in January 2017.	In Progress (40%)
ORGANISATIONAL			
Develop an internal communications plan that will establish and embed a shared understanding of corporate expectations, culture and strategic framework.	30 June 2017	Internal communications plan is in draft stage.	In Progress (25%)
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	A learning and development calendar for the 2016-17 financial year has been developed and is available on the staff intranet. This will support the development of an overall organisational learning and development strategy.	In Progress (30%)
Implementation of the 2016/17 Aqua Energy and Gippsland Regional Sporting Complex Business Plan.	30 June 2017	Final touches and adjustments to the Aqua Energy / GRSC Business Plan will be completed by 31 December. Implementation of several of the identified 'Key Actions' has continued.	In Progress (85%)
Manage and deliver Information Communication Technology (ICT) services to East Gippsland Shire Council (EGSC) as per the Memorandum of Understanding.	30 June 2017	EGSC New Finance System scoping is now complete as per schedule. Now awaiting statement of works for project prototype commencement. EGSC New Business Centre ICT Project progressing as per schedule with new	In Progress (25%)

		Datacentre now complete - ICT/AV construction in progress. Completion scheduled June 2017.	
Implement the new corporate planning and reporting system to ensure strategic organisational alignment and that reporting capabilities are optimised.	30 June 2017	Reporting for the Local Government Performance Reporting Framework (LGPRF) indicators will be completed for the first time using new Pulse system on 20 January 2017	In Progress (95%)
Identify and implement an automated Credit Card module to enable procurement efficiency and compliance.	30 June 2017	Research is continuing.	In Progress (5%)
Inform Aqua Energy's business decisions through the cost allocation model data.	30 June 2017	Cost Allocation data has been compiled for quarter one of 2016-17. While this shows some areas of improved performance, the first quarter data does not include all expected utilities expenditure for the period. A clearer picture is anticipated for end of quarter 2. The Cost allocation model data will be further considered as part of the business case analysis for the Aqua Energy 25 metre pool study.	In Progress (45%)
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	Due for commencement in January 2017.	Not started
Provide access to hearing loop facilities at all public library branches for hearing augmentation.	30 June 2017	Installed and operating in all 5 branches.	Complete (100%)
Develop and implement a Customer Service Strategy that defines the standards required to improve customer satisfaction across all Council services.	30 June 2017	First meeting of Customer Service Strategy Working Group took place. Terms of Reference was finalised and Policy was drafted.	In Progress (35%)

NATURAL ENVIRONMENT			
Refine and implement the Wetlands Management Process into the Park Service operational plans	30 June 2017	Draft Management Plans in place which require further refinement before implementing.	In Progress (60%)
Initiate the Depot Nursery Climate Change plant trials	30 June 2017	Trial beds starting to show difference between irrigated plant performance and non-irrigated plant performance.	In Progress (45%)
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 a review of each township undertaken. Proposed to complete by early 2017 for planned workshop with Council.	In Progress (30%)
Complete a review of Councils level of service for bituminous surfacing in residential streets and courts	30 June 2017	Analysis progressing for completion in February 2017.	In Progress (20%)
Undertake a review of the 2013 - 2016 Boating Facilities Strategic Plan	30 June 2017	Conducted community engagement prior to the review.	In Progress (20%)
Progress the Residential Road and Street Construction Plan projects in line with the implementation plan.	30 June 2017	Pearson-Simpson Street due to be awarded as soon as tender evaluation is completed. Other schemes advertised for formal adoption in the new year.	In Progress (20%)
Oversight the supervision of the Princes Highway/Cobains Road Roundabout project in line with the project plan.	30 June 2017	Work is progressing with construction in Cobains Road approximately 85% complete.	In Progress (30%)

Construct the Park Street Bridge, Sale as per the project plan.	30 June 2017	Design is complete and contractor mobilised to the site. Bridge is due to be closed in the New Year.	In Progress (20%)
Progress the Cowwarr Recreation Reserve Clubrooms redevelopment project in line with the project plan.	30 June 2017	The redevelopment of the Cowwarr Recreation Reserve Clubrooms will commence after the 2017 winter football season.	Not due to start
Identify the key recommendations of the Turf Maintenance service review for implementation	30 June 2017	Data sourcing and guiding principles compiled for current and known mowing areas. Finalising data for mowing areas coming online within the next 2 years.	In Progress (75%)
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	5 Meetings for Residential Road and Street Construction Plan projects have been undertaken, including: Dundas Street - South and Dundas Street – North, Merry Street, Maffra, Marley Street, Sale, (North), Marley Street (South).	Completed (100%)
Initiate projects for year 3 of the Boating Facilities Action Plan.	30 June 2017	Finalising design for Loch Sport.	In Progress (30%)
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 (Ongoing)	N/A	Not started
Investigate and evaluate a replacement box office ticketing system for the Entrainment Centre.	30 June 2017	After trialling and evaluating 3 industry standard software packages, TicketServ from Standing Room Only (SRO) has been chosen as the most suitable and cost effective system. Baw Baw Council has already moved to this system as well as many other venues in the Victoria network and it is also East Gippsland Council's preferred option.	Completed (100%)
Identify a digital asset management system for library and art gallery collections.	30 June 2017	First assets added to digital collection and work on refining search targets under development before public release and promotion in 2017. Collection Development Policy and engagement with potential stakeholders to be undertaken to build a considered digital asset collection in future.	In Progress (90%)

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 (Ongoing)	A meeting with all relevant stakeholders is planned in January to assist in developing the 5 year plan.	In Progress (40%)
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 (Ongoing)	Elements identified in the works plan were included in December Project Assessment Statement (PAS) submissions, for consideration as 2017-18 Capital Expenditure projects, and beyond. Meeting scheduled for 4 January to discuss planning process for Planet Footprint.	In Progress (30%)
Finalise Operational Review for Yarram Aerodrome and present to West Sale Airport and Yarram Aerodrome Strategic Advisory Group.	30 June 2017	Council Workshop completed.	Completed (100%)
Review land identified as surplus to Councils requirements and update Land Sales Strategy.	30 June 2017	Sale of Hopkins Road council property being progressed. Tenant notified and given notice. Property to be advertised for sale from January 2017.	In Progress (50%)
Apply the Community Facilities Strategy to all relevant decisions involving projects that impact community facilities.	30 June 2017	The Community Facilities Framework (CFF) is now being referenced and policies amended on review. In October Rental and Leasing of Council Owned Properties, Policy 4.3.2 was reviewed to ensure the CFF was appropriately referenced.	In Progress (15%)
LAND USE PLANNING			
Implement the Stage 2 Heritage Study into the Planning Scheme to protect the Shire's heritage assets.	30 June 2017	At its meeting of 6 September 2016, Council resolved to seek Authorisation from the Minister for Planning to proceed with Amendment C92 to implement the recommendations of Stage 2 of the Heritage Study and apply the Heritage Overlay to 67 places across the Shire. The requisite Amendment documents were forwarded to the Minister for Planning on 14 September 2016. Ministerial authorisation has now been received and public exhibition is underway. Submissions to the Amendment will be considered by Council in the new year.	In Progress (50%)

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 continues to advocate for improved rail infrastructure and services.	In Progress (50%)
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 continuing to liaise with State Government on opportunities.	In Progress (50%)
COMMUNITY WELLBEING			
Introduce patron self-checkout units at Sale Library	30 June 2017	Meeting held with IT to determine number of kiosks at Sale, vendor analysis, compatibility of software and hardware design. A three month trial is envisaged and vendors to be contacted for current users of their systems.	In Progress (50%)
Develop a program of annual exhibitions at Gippsland Art Gallery Sale designed to encourage emerging artists in Gippsland.	30 June 2017	Curatorial mentoring of the winning emerging artist of the 'The Next Big Thing' continued in December.	In Progress (65%)
Implement Dromkeen major children's literature and illustration exhibition at Yarram Library, in partnership with State Library of Victoria.	30 June 2017	Evaluation submitted to State Library for this successfully hosted exhibition.	Completed (100%)
Complete a business case for the redevelopment of 25 metre indoor pool	30 June 2017	First meeting was held with Sport and Leisure Solutions in mid December. Data review is expected to begin in January. Additional consideration may be given to the further development of alternative water spaces (i.e. the indoor leisure/ Play pool). Ultimate financial viability will be a major determinant in this process.	In Progress (20%)

Implement the 16/17 priorities emanating from the 2015-20 Aquatic Strategy	30 June 2017	<ul style="list-style-type: none"> • Outdoor Shade Structure Replacement: Rosedale & Maffra: Completed • Pump Renewal Program - Ongoing • Heyfield Pool Building Replacement – Completed • Sale Outdoor Pool Plant replacement - Integrity of pipe work confirmed. Pool tank leak was investigated • Sale 25m Plant room roof replacement - Completed • Outdoor pools security fencing – Commenced at Stratford Outdoor Pool • Aqua Energy fencing replacement postponed pending closure of the outdoor pool season - early 2017 • Aqua Energy People Address system - Commissioned • Business Case for 25 Metre Pool redevelopment. - Contractor commenced 	In Progress (45%)
Implement actions and recommendations from the Leisure Services Marketing Plan as a tool to increase memberships and participation rates.	30 June 2017	<ul style="list-style-type: none"> • New Aqua Energy website awareness promoted (via signage, pull-up banners and on Facebook site). Retention calls are continuing. • Promotion of outdoor pools continues in local radio and supported with local newspaper articles (following media release). • Christmas / New Year group fitness timetable and Learn to Swim Intensive promoted. • No Joining Fee promotion continues. • End of year Swim school newsletter distributed via email and hard mail. • February Health & Fitness (Membership) promotion planning underway. • Mid season Outdoor Pool Membership promotion prepared. 	In Progress (45%)

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	Councillor Workshop held on 20 December on achievements of current Municipal Public Health and Wellbeing plan (MPHWP) (Healthy Wellington plan). CEO Meeting is scheduled in January 2017 with CEO's of local health services (Wellington Primary Care Partnership, Central Gippsland Health Service, Yarram and District Health Service, and Gippsland Womens Health) and the CEO of Wellington Shire Council. The aim of the meeting is to endorse the planning process and to agree for another four years of integrated MPHWP.	Ongoing
Develop Wellington Age Friendly Plan.	30 June 2017	Progress Report on Age Friendly Project was submitted to Department of Health & Human Services in December. In summary: 30 different consultation sessions occurred with approximately 306 people consulted. People ranged from older residents across Wellington Shire and professionals within the Community, Health and Age Care sectors. Of the \$100,000 project funding the following money has been acquitted thus far: Project Officer Wages (over 2 year period) - \$44,139, Community Engagement / Lunches - \$3,750, Remaining Money for Local Age Friendly Projects - \$52,111. 29 local projects were identified by the Consultation projects. The projects will be divided into projects that can be funded by Age Friendly project money, funded by WSC Community Grants Scheme and funded by external funding sources.	Ongoing
Complete a review of the Wellington Responsible Gaming Policy.	30 June 2017	Councillor Workshop Presentation complete. Overall, the draft revised policy was well received with only minor comments made. These were to: advocate for the reduction in Wellington Shire Electronic Gaming Machines (EGM) cap, advocate for Community Benefit fund (% of funds received from EGM) to go towards Wellington Shire Community Grant Scheme. A meeting is scheduled January 2017 with EGM Venue Operators to provide feedback on the Policy. The Draft policy will be available to the community for public feedback during January to February 2017.	Ongoing

Finalise the Wellington Youth Strategy and achieve planned actions for 2016-17.	30 June 2017	The Youth Summit 2016 was postponed. The next Wellington Youth Services Network meeting will be held early in the new year.	In Progress (55%)
Ensure implementation of Council led responsibilities for 2016-17 in the Healthy Wellington Action Plan	30 June 2017	<p>Healthy Wellington Annual Report to Department of Human Services has been completed and submitted by December due date. Summary of progress includes:</p> <ul style="list-style-type: none"> • Physical Activity - 10 of the 11 projects on track to be completed by 2017. One project already completed. • Healthy Eating - 9 of the 12 projects on track to be completed by 2017. One project completed. One project not started and no plans. • Social Connection and Inclusion - 12 of the 14 projects on track to be completed by 2017. One project requiring further resources to complete by 2017 and one not started and no plans. • Prevention of Violence Against Women and Children - 11 of the 15 projects on track to be completed by 2017. Four projects completed. 	Ongoing
Finalise the Municipal Early Years Plan with support from key partners and achieve planned actions for 2016-17.	30 June 2017	Council Workshop to present Municipal Early Years Plan to Councillors was cancelled and rescheduled to March 2017. No further update or action this month.	Ongoing
Finalise the Wellington Access and Inclusion plan and achieve planned actions for 2016-17	30 June 2017	Meetings are scheduled in January and February with the Municipal Services, Natural Environment, and Media business units. Once meetings occur, the final draft of the Access and Inclusion Plan can be completed. The related Council Workshop is scheduled for end of March 2017.	Ongoing
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	CEO has advised to maintain the existing Community Assistance Grants but to provide Councillors with an overview of process and assessment criteria at the workshop on 21 February 2017.	In Progress (5%)

Establish a process that enables development and maintenance of 10 year capital planning of community facilities for Council approval.	30 June 2017	This program will evolve annually to guide long term planning and decision making in relation to the capital budget and community facilities planning priorities.	In Progress (30%)
Review Current Section 86 structures that are currently in place and make appropriate recommendations to be considered by Council.	30 June 2017	Completed a S86 Committees review document provided by Surf Coast Shire. Expecting to receive collated feedback from other local governments across Victoria in response to this which will be used to inform the March/April workshop.	In Progress (50%)
Ensure implementation of all municipal responsibilities identified in the Municipal Emergency Management Plan	30 June 2017	Preparation for the summer season has been the focus in December.	In Progress (45%)
Ensure implementation of all municipal responsibilities identified in the Municipal Fire Management Plan	30 June 2017	New and replacement Fire danger period and fire danger rating signs have been approved and are currently being installed across the Shire. Fire season briefings and fire season newsletter continue, monthly and weekly, respectively. The fire hydrant marker replacement program continues for the VicRoads network. Involved in Gippsland Arson Prevention Program Summer Season Arson Campaign media. The 2016/17 fire prevention inspections program is ongoing, with second inspections largely complete, infringements issued and contractors being engaged to complete forced fire hazard clearing. Fire season roadside slashing is ongoing across the Shire.	In Progress (55%)

DECEMBER 2016 QUARTERLY FINANCE SUMMARY

INCORPORATED IN PERFORMANCE REPORT

INCOME STATEMENT

For the period ending 31 December 2016

	YEAR TO DATE 2016-2017			FULL YEAR 2016-2017	
	Actual	Adopted Budget	Variance	Adjusted Budget	Adopted Budget
	\$000's	\$000's	\$000's	\$000's	\$000's
Income					
Rates and charges	53,904	53,621	283	53,722	53,722
Statutory fees & fines	495	309	186	461	461
User fees	2,787	2,576	211	6,114	6,117
Grants - operating	6,712	7,221	(509)	13,527	13,619
Grants - capital	2,750	3,308	(558)	15,699	15,483
Contributions - monetary	301	104	197	1,300	1,114
Net gain on disposal of property, infrastructure, plant and equipment	155	243	(88)	388	328
Other income	2,342	1,192	1,150	2,955	2,975
Total Income	69,446	68,574	872	94,166	93,819
Expenditure					
Employee costs	12,208	12,966	758	25,361	25,353
Contractors, materials and services	11,440	14,182	2,742	29,586	28,913
Bad and doubtful debts	-	-	-	111	111
Depreciation and amortisation	10,498	10,968	470	21,760	21,760
Borrowing costs	273	260	(13)	504	504
Other expenses	1,197	430	(767)	711	711
Total Expenditure	35,616	38,806	3,190	78,033	77,352
Surplus for the period	33,830	29,768	4,062	16,133	16,467

Note: The adjusted budget figures reflect any known changes that have arisen since the adoption of the original budget. Including these changes in an adjusted budget figure enables Council to more accurately monitor financial performance during the year and predict the end of year position.

Major variances that have occurred Year to Date December 2016 are:

Income

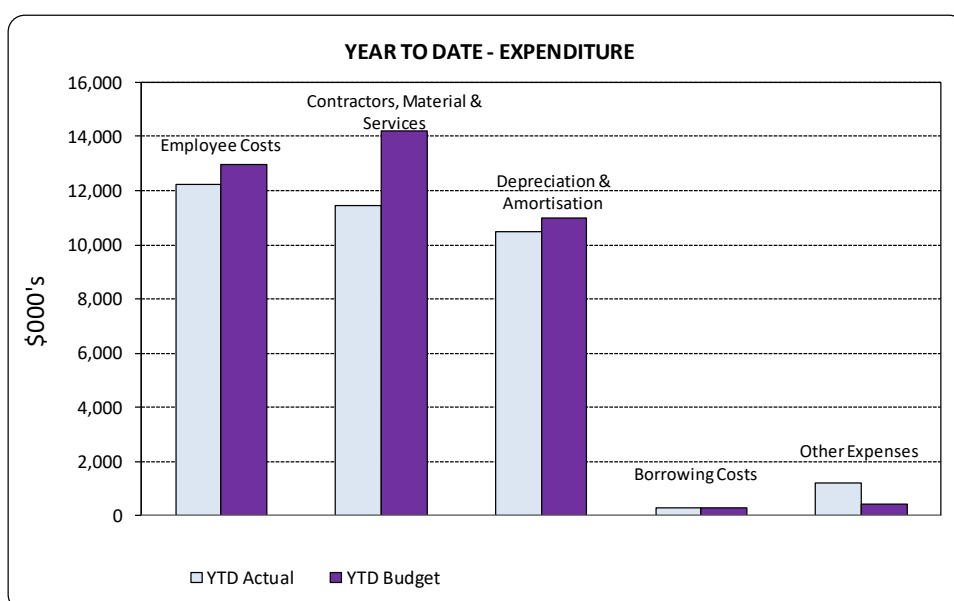
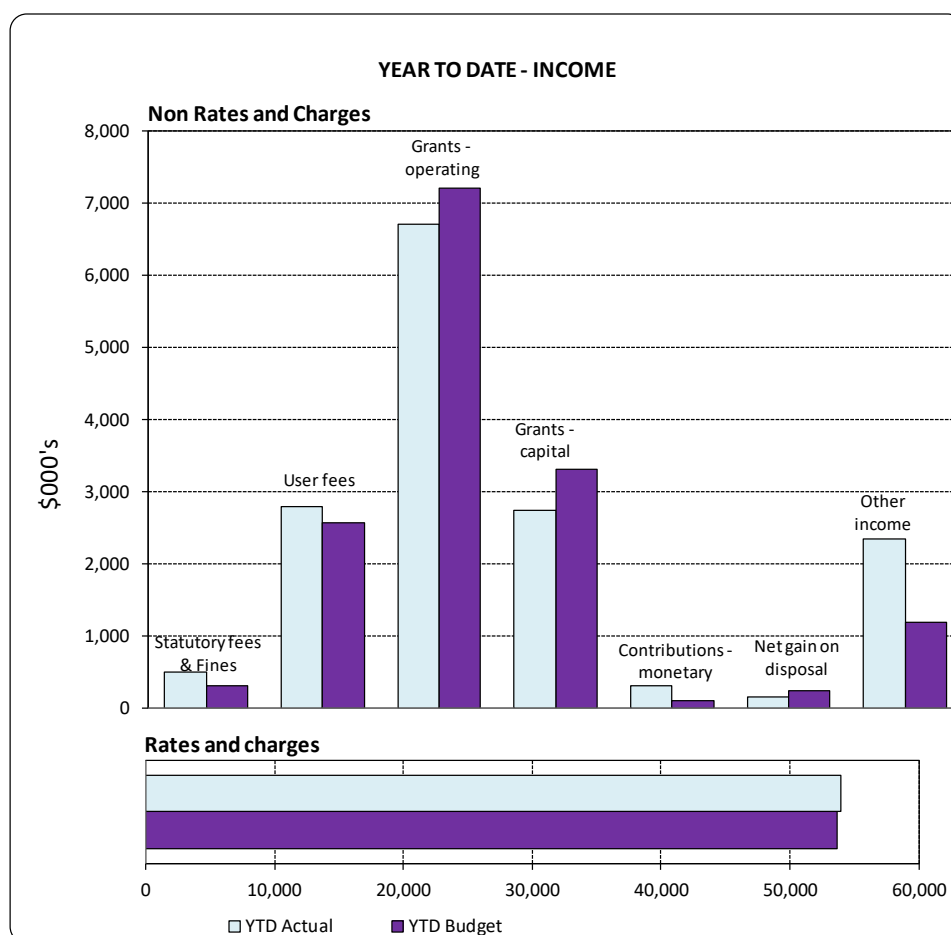
- **\$283k** - Additional rates and charges have been raised through supplementary valuations since the preparation of the 2016/17 budget.
- **\$186k** - Fire infringements are higher than anticipated by \$125k due to fines for noncompliance now being issued to multiple individual joint property owners rather than a single fine against the property itself. Planning application fees are also higher than anticipated by \$35k due to increased State Government planning fees introduced on 13 October 2016.
- **\$211k** - The bulk of the user fees variance relates to an additional \$129k commercial tipping fees raised for processing a higher than anticipated waste volume. Entertainment Centre revenue was greater than expected due to higher ticket sales for popularity of upcoming shows, but partly offset by increased artist fees and marketing costs. The additional income is partly offset by lower than expected revenue from Maffra caravan park due to the closure of the facility.
- **(\$509k)** - The delay in the receipt of \$185k for EBBWEC and the Art Gallery is due to the restructure of the government departments, resulting in administrative changes, with the funding for the Art Gallery expected shortly and EBBWEC by the end of the financial year. A reduction to the State Revenue Office (SRO) invoice for its share of the 2015/16 general revaluation costs is due to a lower than predicted rate being paid by the SRO for the data. A total of \$150k operating grant funding initially budgeted to be received in 2016/17 was actually received in 2015/16 including \$90k for the Cowwarr Recreation Reserve Clubroom Redevelopment and \$60k for Municipal Emergency programs. Council has been advised that the State Government is paying SES units direct the \$76k funding included in the 2016/17 budget.

- **(\$558k)** - Several Roads to Recovery projects has been delayed impacting the timing of construction, hence (\$621k) of grant funding. These projects include the Boisdale Newry Road Shoulder Improvements, the Cobains Road Reconstruction, and the Wurruk - Riverside Drive Reconstruction. The final claim for the Gordon St Recreation Reserve Clubroom Redevelopment of (\$126k) will be submitted on completion of electricity works by SP Ausnet. Capital grant funding of \$163k for Commercial Road Yarram Streetscape improvements was received earlier than expected and the project is likely to be completed in February 2017.
- **\$197k** - Several contribution payments totalling \$97k have been received earlier than anticipated for projects such as the Cowwarr Recreation Reserve Clubroom Redevelopment and the Stratford Recreation Reserve Netball Court. The Cunninghame Street Reconstruction street project expected to be completed in 2015/16 is now complete and the owners contribution income raised in November 2016. Income received towards public open space contribution is higher than projected, with this income transferred to reserve for construction of future playgrounds.
- **\$1,150k** - Other income mainly represents recognition of new assets (non cash adjustments) of \$889k during 2016/17. Rental revenue earned from Council properties was higher than expected by \$134k compared to the budget.

Expenditure

- **\$758k** - Employee costs are under budget by \$459k due to vacancies, timing of leave taken by the staff and the delay of wage indexation until Council's new Enterprise Bargaining Agreement is finalised. Part of these savings have been offset by the use of agency staff to backfill critical customer focused operations. Savings of \$189k from the WorkCover premium instalment have realised following premium finalisation in November 2016.
- **\$2,742k** - Gains in contractors, materials and services are primarily due to:
 - a. The Princes Highway/Cobains Road Intersection Upgrade works of \$688k are being undertaken by the developer, wet weather has slowed construction but is expected to catch up in the coming months.
 - b. Construction of the \$600k rehabilitation of the Kilmany Landfill site has commenced later than expected but is expected to be complete in May 2017.
 - c. Payment of \$219k for Council election services has been delayed, and is now expected in early 2017.
 - d. Underspends of \$202k in rural sealed and gravel roads, and roadside vegetation areas are due to emergency works such as drainage taking precedence over the scheduled jobs.
 - e. Electricity underspends of \$144k are due to a mixture of lower than anticipated usage as a result of the shift to more efficient LED street lighting and other savings across council facilities.
 - f. Several annual insurance invoices for 2016/17 were lower than expected resulting in \$47k savings. In addition, a lower than anticipated number of claims have been made for 2016/17 resulting in a further \$36k underspend.
 - g. The majority of the remaining underspends relate to operational expenditure which includes maintenance of infrastructure and facilities, a slowdown in voluntary transfers relating to the Wellington Coastal Strategy, and contributions to third parties which are expected to be made over the coming months.
- **\$470k** - Depreciation and amortisation (non cash) is lower to date for buildings and landfill improvements mainly due to the timing of capital works completion.
- **(\$767k)** - Other expenses include the derecognition of assets (non cash adjustment), such as roads and buildings no longer controlled by Council.

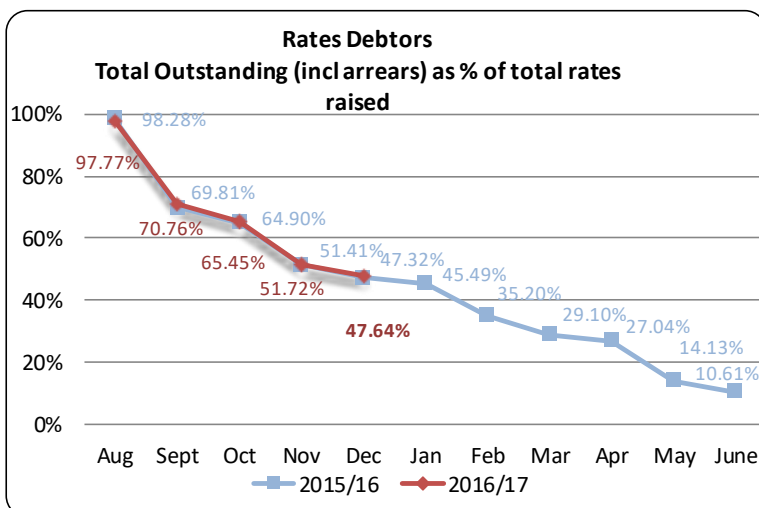
DECEMBER 2016 YEAR TO DATE COMPONENTS AT A GLANCE



BALANCE SHEET

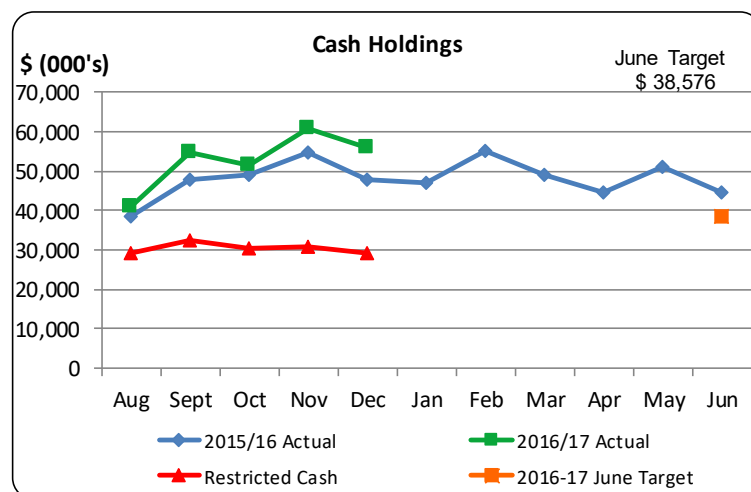
As at 31 December 2016

Actual		Actual	Adjusted Budget	Adopted Budget
December 15		December 16	June 17	June 17
\$000's		\$000's	\$000's	\$000's
Current Assets				
75,628	Total Current Assets	84,943	44,535	43,009
890,485	Total Non Current Assets	897,504	926,310	925,042
966,113	Total Assets	982,447	970,845	968,051
Current Liabilities				
11,927	Total Current Liabilities	10,309	14,885	14,997
10,815	Total Non Current Liabilities	10,153	10,969	11,536
22,742	Total Liabilities	20,462	25,854	26,533
943,371	Net Assets	961,985	944,991	941,518



The rate debtors outstanding as at the end of 31 December 2016 was \$28.8 million (47.64%) compared to December 2015 of \$27.2 million (47.32%).

Final notices for balances greater than \$50 outstanding for the second instalment have been issued in December 2016.



To date the cash movements are trending in line with previous years which is pleasing. Council cash holdings at the end of December 2016 of \$55.9 million is above the December 2015 balance of \$47.8 million. The current cash holdings includes restricted funds of \$7.8 million to cash back reserves, \$9.0 million to cover provisions and \$9.8 million associated with the 2015/16 operating and capital carried forwards.

Not included in the Restricted Cash is \$9.4 million anticipated working capital required until next rate instalment.

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

CAPITAL EXPENDITURE PROGRAM

For the period ending 31 December 2016

	YEAR TO DATE 2016-2017			FULL YEAR 2016-2017		
	Actual \$000's	Adopted Budget \$000's	Variance \$000's	Adjusted Budget \$000's	Achieved %	Adopted Budget \$000's
Property	(412)	401	813	12,221	(3%)	12,442
Infrastructure	7,003	8,260	1,257	31,551	22%	29,359
Plant and Equipment	965	2,178	1,213	3,359	29%	3,149
Intangibles	24	211	187	707	3%	675
Grand Total	7,580	11,050	3,470	47,838	16%	45,625

	YEAR TO DATE 2016-2017			FULL YEAR 2016-2017		
	Actual \$000's	Adopted Budget \$000's	Variance \$000's	Adjusted Budget \$000's	Achieved %	Adopted Budget \$000's
Renewal	6,536	9,464	2,928	31,343	21%	29,352
Upgrade	919	1,418	499	10,693	9%	10,293
Expansion	(8)	115	123	3,671	(0%)	3,917
New Assets	133	53	(80)	2,131	6%	2,063
Grand Total	7,580	11,050	3,470	47,838	16%	45,625

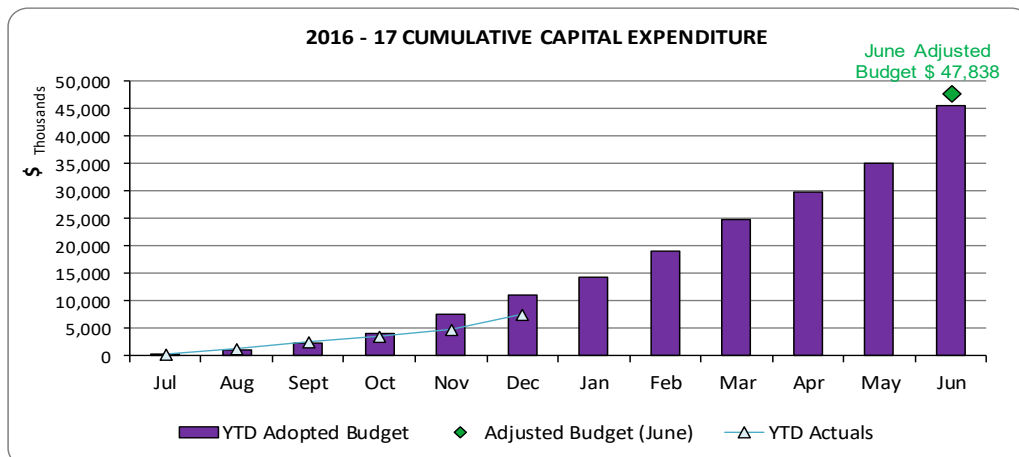
December 2016 Highlights

- Port of Sale Cultural Hub construction works are progressing. Port precinct roadworks are underway and construction tenders have been awarded for precinct civil and building works. Skate park detailed design is progressing.
- Contract has been awarded for Residential Street Construction - Simpson and Pearson St Sale.
- Contractor has commenced on site for Stratford- McAlister & Wellsford Roundabout
- Trenton Valley Bridge - contract awarded, construction to commence February 2017.
- Baldwin Reserve Car Park Reconstruction - work complete.
- Wurruk Settlement Road Lower Widening - construction commenced and is expected to be completed in March 2017.
- Stratford pool security fence has been completed.
- Overall - four projects have had contracts awarded and five more have commenced work during the month. Nine contracts had work completed during the month.

Summary Year To Date 2016-2017

As at 31 December 2016, the adjusted capital expenditure budget is \$47.8 million. 145 projects planned for the year.

Status	% of Capital Works	Other:	% of Capital Works
Complete	15%	Red	2%
Commenced	26%	Amber	1%
Contract	8%	Multi Year	6%
Preplanning	33%	Transferred	9%
Other	18%		



ITEM C1.3**PORT OF SALE NAMING RECOMMENDATIONS**

DIVISION: CHIEF EXECUTIVE OFFICER
ACTION OFFICER: EXECUTIVE MANAGER MAJOR PROJECTS
DATE: 7 FEBRUARY 2017

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

OBJECTIVE

The objective of this report is to recommend Council adoption of naming recommendations for the Port of Sale precinct and various buildings, facilities, features and services within the precinct.

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

That Council adopt the naming recommendations presented on 20 December 2016 for the Port of Sale precinct and main entities, specifically that the:

- precinct name 'Port of Sale' be retained and the shortened version 'The Port' be adopted and used for branding and marketing purposes as a locator, '... at the Port', for various buildings, features, facilities and services
- entertainment centre name be adopted as 'The Wedge'
- new cultural hub building name be adopted as 'The Wellington Centre' for the purposes of building signage and address labels on publications rather than for branding and marketing purposes
- 'Gippsland Art Gallery' name be retained
- library service name be adopted as 'Sale Library'
- Council chamber name be retained as 'The Wellington Room'
- visitor information centre name be adopted as 'Sale Visitor Centre'
- new café name be adopted as 'Dock 70'
- name of the park where the skate park is located be adopted as 'Sale Skate Park'

BACKGROUND

The historical name of the precinct is the Port of Sale. As part of a 2004 major redevelopment project, the Port of Sale was branded with an associated logo, font type and colour and signed on road approaches and at precinct entry points. The infrastructure features named in the area also include the Sale Swing Basin and the Sale Canal.

As part of a capital funding agreement for the project to construct the entertainment centre, naming rights were given to Esso BHP-Billiton resulting in the centre's current formal name being the 'Esso BHP-Billiton Wellington Entertainment Centre' (EBBWEC). The funding agreement including naming rights is due to expire in early 2018 and Esso has indicated its acceptance of a potential name change for the entertainment centre occurring slightly earlier than the agreement's timeframe to coincide with the opening of the new cultural hub and precinct, currently programmed for December 2017.

The working name, 'Port of Sale Cultural Hub', has been used throughout the current redevelopment project's planning, design and delivery phases but was always indicated as not the permanent name of the building.

The services to be located within the cultural hub have existing names that are variously branded and recognised in their respective industries and by community, stakeholder and user groups including 'Gippsland Art Gallery', 'Sale Community Library', 'Wellington Room' and 'Wellington Council Chamber' and the 'Wellington Visitor Information Centre'.

Under accreditation guidelines for visitor information centres, there are limited options for centre names being 'Visitor Information Centre' or 'Visitor Centre'.

'Seed Café' has been utilised for the proposed social enterprise café to be established in the cultural hub. 'Seed' is an acronym for Social Enterprise Embracing Diversity and was adopted by the George Gray Centre Inc, the not-for-profit organisation which will run the café, as a working name only while the business case was developed. George Gray Centre has indicated it is open to a different name for the café.

The name 'Cullinan Park' was selected as the name for the area currently occupied by the Sale skate park by the Sale Town Council in 1937 at the time of the Crown land parcel being formally reserved and Council becoming the land manager. Council wished to honour Thomas Cullinan, eleven times Mayor of Sale. There has been no sign identifying this as the park's name for many years and the park is generally known by the community as the 'Sale Skate Park'. At a Council workshop on 18 August 2015, branding of the precinct was discussed and it was put to Council that the precinct and building would be branded as 'The Port' during the redevelopment project.

A Council workshop on 15 November 2016 informed Councillors of upcoming consultation and engagement of consultants to consider naming options and recommendations for the precinct and its buildings, facilities, features and services.

Branding and graphic design consultants, *The View From Here* and *Design By Pidgeon*, were engaged in November 2016 to undertake a review of naming history and considerations, undertake stakeholder consultation and present naming recommendations to Council.

A presentation by *The View From Here* and *Design By Pidgeon* to Councillors on 20 December 2016 included the following naming recommendations:

Precinct and Main Entities

The following names are recommended for the main precinct and entities in the precinct:

Entity	Current Name	Recommended Name
Areas both sides of the Sale Swing Basin bordered by Park Street to the west, Foster Street to the north, Raymond St to the east and Punt Lane to the south-east	Port of Sale	Port of Sale '... at the Port'
Entertainment Centre	Esso BHP-Billiton Wellington Entertainment Centre	The Wedge

New cultural hub	Port of Sale Cultural Hub	The Wellington Centre*
- art gallery	Gippsland Art Gallery	Gippsland Art Gallery
- library	Sale Community Library	Sale Library
- Council Chamber	Wellington Room	Wellington Room
- visitor information centre	Wellington Visitor Information Centre	Sale Visitor Centre
- café	N/A – new service (known as Seed Cafe during project development)	Dock 70
Skate park area	Sale Skate Park Cullinan Park	Sale Skate Park

** functional name for purposes of physically locating the building via signage and for address labels and other publications rather than for branding and marketing purposes*

Features, Rooms and Spaces

There are many features contained within the precinct including the new climbing nets, barbeque shelters, hub entrance forecourt, grassed terraces and Aboriginal interpretive path as well as in the main buildings including meeting rooms, theatre, restaurant, galleries, children's zone, youth zone, atrium, amphitheatre steps, research area, activity room and café.

It is recommended that new names be considered for these features, rooms and spaces, possibly associated with operating funding sponsorship and that Council officers continue to work with stakeholders and potential sponsors to identify and implement appropriate names for the following:

Entity	Process to select name
New cultural hub	
- meeting rooms	Work with interested stakeholders to select names
- children's zone	
- youth zone	
- library atrium	
- research area	
- Gallery library	
- Workshop and Activity Room	Work with potential sponsors for naming rights
- Gallery 1 (2 storey feature gallery)	
- Gallery 2 (contains Annamieke Mein collection exhibition)	
- Gallery 3	
- Gallery 4	
Entertainment centre	
- John Leslie Theatre	Retain name
- Hua Family Meeting Room	Review current sponsorship agreement
- Equus Restaurant	Review with current operator
Precinct	
Aboriginal interpretive path	Naming suggestions requested from Gunaikurnai traditional owners

Cullinan Park	Refer to Place Names Committee for consideration of potential alternative locations for the name 'Cullinan Park'
Macmillan Street	Refer to Place Names Committee for renaming to Canal Road for simplicity reasons of having a single name for the whole length of the street to the south-west of the Sale Swing basin
Other locations and buildings in the precinct	Advise owners and lessees of new names and opportunities to use ' <i>... at the Port</i> ' as a locator in their own naming and branding

Upon adoption of names for the main entities of the precinct, work will commence with the project consultants to develop a brand with associated logo, colour, font, materials and text for use in various promotion and marketing materials including signage for the new cultural hub and redeveloped precinct.

OPTIONS

Council has the following options:

1. Adopt the naming recommendations presented on 20 December 2016 for the Port of Sale precinct and main entities being various buildings, features, facilities and services as itemised in this Council report.
2. Request development and presentation of alternative naming recommendations for the Port of Sale precinct and various buildings, features, facilities and services.

PROPOSAL

That Council adopt the naming recommendations presented on 20 December 2016 for the Port of Sale precinct and main entities, specifically that the:

- precinct name 'Port of Sale' be retained and the shortened version 'The Port' be adopted and used for branding and marketing purposes as a locator, '*... at the Port*', for various buildings, features, facilities and services
- entertainment centre name be adopted as 'The Wedge'
- new cultural hub building name be adopted as 'The Wellington Centre' for the purposes of building signage and address labels on publications rather than for branding and marketing purposes
- 'Gippsland Art Gallery' name be retained
- library service name be adopted as 'Sale Library'
- Council chamber name be retained as 'The Wellington Room'
- visitor information centre name be adopted as 'Sale Visitor Centre'
- new café name be adopted as 'Dock 70'
- name of the park where the skate park is located be adopted as 'Sale Skate Park'

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

Funding for this consultancy project is included in the 2016/17 Council budget as adopted by Council and funding for new precinct and cultural hub signage is included in the capital works program as adopted by Council as part of the Port of Sale Cultural Hub and Port precinct redevelopment projects.

COMMUNICATION IMPACT

Community consultation outcomes from processes undertaken for the Port of Sale Cultural Hub and the Port precinct redevelopment projects were provided to the project consultants for review with respect to the community's vision for the precinct. Historical documentation regarding the precinct and current naming and branding documentation for all entities in the precinct as covered in the report were also provided to the project consultants. After completing their review of documentation regarding current redevelopment projects, history of current names and status quo naming arrangements, consultation was undertaken with key stakeholder groups who have been working with Council on the redevelopment projects including the project's community-based steering group. All names identified in this report were tested with stakeholder groups during the consultation and were generally supported.

LEGISLATIVE IMPACT

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

COUNCIL POLICY IMPACT

Naming of places may be considered by Council's Place Naming Committee as delegated by Council. There were no Council policy impacts identified in the writing of this report.

COUNCIL PLAN IMPACT

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

Strategic Objectives

Asset and infrastructure that meet current and future community needs.

Strategy 4.1

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

Strategy 4.2

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

Strategy 4.3

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

RESOURCES AND STAFF IMPACT

There were no resources and staff impacts identified in the writing of this report.

COMMUNITY IMPACT

There has been strong stakeholder engagement and support for the naming recommendations identified in this report, including from the redevelopment project's community steering group, and community views regarding current place names and vision for the redeveloped precinct and cultural hub have been considered extensively in the consultation process. The place names identified in this report will not significantly impact community, key stakeholders or facilities and service users with most names being based on current usage.

ENVIRONMENTAL IMPACT

There were no environmental impacts identified in the writing of this report.

CONSULTATION IMPACT

Targeted stakeholder engagement undertaken for the naming project will be continued in the following branding project.

RISK MANAGEMENT IMPACT

There were no resources and staff impacts identified in the writing of this report.



C2 - REPORT

GENERAL MANAGER CORPORATE SERVICES

ITEM C2.1**ASSEMBLY OF COUNCILLORS**

DIVISION: CORPORATE SERVICES

ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES

DATE: 7 FEBRUARY 2017

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

OBJECTIVE

To report on all assembly of Councillor records received during the period 14 December 2016 to 31 January 2017.

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

That Council note and receive the attached Assembly of Councillor records received during the period 14 December 2016 to 31 January 2017.

BACKGROUND

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

Below is a summary of all assembly of Councillor records received during the period 14 December 2016 to 31 January 2017.

Assembly of Councillors summary of reports received during the period 14 December 2016 to 31 January 2017

Date	Matters considered	Councillors and officers in attendance
20 December 2016	IT / Diary Meeting with Councillors	Councillor Crossley, Councillor Hall, Councillor Maher, Councillor Stephens, Councillor Mills, Councillor Bye, Councillor Rossetti, Councillor Hole Damian Norkus, Information Technology Officer Sharon Willison, Mayoral and Councillor Support Officer
20 December 2016	Port Project Update – Port Precinct Civil and Structural Tenders Transitioning Gumnuts Early Learning Centre Municipal Public Health Wellbeing Plan 2017 – 2021 Road Management Plan Review Verbal Update – Inspector Rob Wallace Draft Renewed Wellington 2030 Strategic Vision Monthly Planning Update West Sale Airport, Funding Agreement and Runway Extension Heyfield Low Density Residential Land Supply Study Port Project Update and Precinct Naming and Marketing Priority Projects Community Facility Fund Bushfire Management Overlay	Councillor Crossley, Councillor Hall, Councillor Maher, Councillor Stephens, Councillor Mills, Councillor Hole, Councillor Rossetti, Councillor Bye. John Websdale, General Manager Development Chris Hastie, General Manager Built and Natural Environment Glenys Butler, General Manager Community & Culture Ian Carroll, Acting General Manager Corporate Services Sharon Houlihan, Executive Manager Major Projects (Item 1 & 10) John Tatterson, Manager Built and Natural Environment (Item 1, 4 & 8) Karen McLennan, Manager Community Wellbeing (Item 2, 3 & 6) Thomas Weatherall, Coordinator Built Environment Planning (Item 4) Dean Morahan, Manager Assets & Projects (Item 4) Catherine Vassiliou, Coordinator Social Planning & Policy (Item 6) Barry Hearsey, Coordinator Strategic Planning (Item 7) John Traa, Coordinator Statutory Planning (Item 7 & 8) Josh Clydesdale, Manager Land Use Planning (Item 7, 9 & 12) Paul Johnson, Manager Active Communities (Item 11)

ASSEMBLY OF COUNCILLORS

1. DATE OF MEETING:

20 December 2016

2. ATTENDEES

Councillors:

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

Officers In Attendance:

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

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

Name	Item No.	Name	Item No.
Sharon Willison	1		
Damian Norkus	1		

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

1. IT/Diary Meeting with Councillors

4. Conflict of Interest disclosures made by Councillors:

ASSEMBLY OF COUNCILLORS

1. DATE OF MEETING:

20 December 2016

2. ATTENDEES

Councillors:

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

Officers In Attendance:

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

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

Name	Item No.
Sharon Houlihan, John Tatterson	1
Karen McLennan	2
Karen McLennan	3
John Tatterson, Thomas Weatherall, Dean Morahan	4
External Presenter	5
Karen McLennan, Catherine Vassiliou	6
Barry Hearsey, Josh Clydesdale, John Traa	7
John Tatterson	8
Josh Clydesdale, John Traa	9
Sharon Houlihan	10
Paul Johnson	11
Josh Clydesdale	12

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

<ol style="list-style-type: none"> 1. Port Project Update – Port Precinct Civil and Structural Tenders 2. Transitioning Gumnuts Early Learning Centre 3. Municipal Public Health and Wellbeing Plan 2017 – 2021 4. Road Management Plan Review 5. Verbal Update – Inspector Rob Wallace 6. Draft Renewed Wellington 2030 Strategic Vision 7. Monthly Planning Update 8. West Sale Airport, Funding Agreement and Runway Extension 9. Heyfield Low Density Residential Land Supply Study 10. Port Project Update and Precinct Naming and Marketing

11. Priority Project Community Facility Fund 12. Bushfire Management Overlay

Conflict of Interest disclosures made by Councillors

Item 9 – Heyfield Low Density Residential Land Supply Study – Councillor Hole

ITEM C2.2**RECEIPT AND CONSIDERATION OF SUBMISSIONS RELATING TO THE MAYORAL AND COUNCILLOR ALLOWANCES REVIEW**

DIVISION: CORPORATE SERVICES
ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES
DATE: 7 FEBRUARY 2017

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

OBJECTIVE

To note the written and verbal submissions received in relation to the Mayoral and Councillor Allowances review.

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

That:

- 1. Council note the written and verbal submissions received in relation to the Mayoral and Councillor Allowances review and***
- 2. That Council consider all submissions (written and verbal) prior to the Ordinary Council Meeting of 21 February 2017***

BACKGROUND

Council resolved at its meeting held on 20 December 2016:

- To give public notice that it has reviewed the Mayoral and Councillor allowances in accordance with Section 74(1) of the *Local Government Act 1989*, and is proposing that the following allowances be set for the term of office of the current Council with adjustments to be applied in accordance with Category 2 Councils gazetted changes and superannuation guarantee percentage changes:
 - the Mayoral allowance at the upper limit of a Category 2 Council, being \$69,325 plus the equivalent related percentage for the superannuation guarantee; and
 - the Councillor allowance at the upper limit of a Category 2 Council, being \$22,405 plus the equivalent related percentage for the superannuation guarantee, and
- Council consider submissions on the proposed Mayoral and Councillor allowances at a Council Meeting on Tuesday 7 February 2017 at 3pm.

In accordance with Section 223 of the *Local Government Act 1989* Council invited interested persons to make written submissions in relation to the Mayoral and Councillor Allowances review by 5pm on 2 February 2017, with verbal submissions being heard by Council on 7 February 2017.

Council will consider all submissions (written and verbal) prior to the Ordinary Council Meeting of 21 February 2017 where, in accordance with Section 74(1) of the *Local Government Act 1989*,

Council are required to set the Mayoral and Councillor allowances for the term of office of the current Council.

OPTIONS

That:

1. Council note the written and verbal submissions received in relation to the Mayoral and Councillor Allowances review and
2. That Council consider all submissions (written and verbal) prior to the Ordinary Council Meeting of 21 February 2017

PROPOSAL

That:

1. Council note the written and verbal submissions received in relation to the Mayoral and Councillor Allowances review and
2. That Council consider all submissions (written and verbal) prior to the Ordinary Council Meeting of 21 February 2017

CONFLICT OF INTEREST

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

LEGISLATIVE IMPACT

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

COUNCIL PLAN IMPACT

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

Strategic Objective

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

Strategy 2.3

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

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

CONSULTATION IMPACT

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

ITEM C2.3**AUDIT COMMITTEE MINUTES**

DIVISION: CORPORATE SERVICES
 ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES
 DATE: 7 FEBRUARY 2017

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

OBJECTIVE

To receive and note the minutes of the Audit Committee meeting held on 16 December 2016.

RECOMMENDATION

That:

- 1. Council receive and note the minutes in brief (Attachment 1) and the confidential attachment at Item F1.1 Audit Committee Minutes of 16 December 2016; and***
- 2. The information contained in the confidential attachment Item F1.1 Audit Committee Minutes of 16 December 2016 of this Council meeting agenda and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Acting General Manager Corporate Services on 9 December 2016 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989: f) legal advice; and h) any other matter which the Council considers would prejudice the Council or any person; be designated confidential information under Section 77 Clause (2)(b) of the Local Government Act 1989.***

BACKGROUND

Council maintains an Audit Committee in accordance with Section 139 of the *Local Government Act 1989*. The Audit Committee is an independent advisory Committee to Council and its primary objective is to assist Council in the effective conduct of its responsibilities for financial reporting, management of risk, maintaining a reliable system of internal controls and facilitating the organisation's ethical development. Minutes of the Audit Committee are reported direct to Council. A copy of the minutes in brief from the Audit Committee meeting of 16 December 2016 can be found at Attachment 1 of this report and is provided for the information of Council and the public in general.

OPTIONS

Council has the following options:

1. To receive and note the minutes from the Audit Committee Meeting of 16 December 2016; or
2. To seek further information and consider the minutes at a future meeting.

PROPOSAL

To receive and note the minutes of the Audit Committee meeting held on 16 December 2016.

CONFLICT OF INTEREST

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

LEGISLATIVE IMPACT

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

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

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

COUNCIL PLAN IMPACT

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

Strategic Objective

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

Strategy 2.3

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

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

RISK MANAGEMENT IMPACT

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

**MINUTES IN BRIEF OF WELLINGTON SHIRE COUNCIL AUDIT COMMITTEE
MEETING ON FRIDAY 16 DECEMBER 2016**

Present: Mr Peter Craighead
Mr Joel Churchill
Mr Chris Badger
Councillor Alan Hall
Councillor Garry Stephens

In attendance: Mr David Morcom (Chief Executive Officer)
Mr Ian Carroll (Acting General Manager Corporate Services)
Mrs Sheryl Saynor (Executive Support Officer)

1. Appointment of Acting Chairperson

2. Welcome -

3. Apologies -

Nil.

4. Closure of Meeting to Public:-

Peter Craighead/Councillor Stephens

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

CARRIED

5. Declaration of Conflict(s) of Interest:-

Chris Badger advised that he is a member of the Gippsland Waste & Resource Recovery Group but does not believe that this will create a conflict.

6. Adoption of Previous Minutes – 1 September 2016:-

Peter Craighead/Councillor Hall

That the Committee adopt the minutes of the previous meeting held on 1 September 2016.

CARRIED

7. Audit Committee Membership and Election of Chairperson

Councillor Stephens/Councillor Hall

That the Committee recommend to Council that Mr Peter Craighead be appointed as Chairperson.

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 9 December 2016 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

*(h) any other matter which the Council or special committee considers would prejudice the Council or any person.
be designated confidential information under Clause 77(2)(b) of the Local Government Act 1989.*

CARRIED

8. Review of Audit Committee Charter and Change of Committee Name

Councillor Hall/Chris Badger

That the Audit Committee recommend to Council that it change the name of the Committee to "Audit & Risk Committee".

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 9 December 2016 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

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

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

CARRIED

9. Evaluation of Audit Committee Performance

Chris Badger/Joel Churchill

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

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 9 December 2016 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

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

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

CARRIED

10. Action Items from Previous Minutes

Joel Churchill/Councillor Stephens

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

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 9 December 2016 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

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

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

CARRIED

11. Internal Audit: Reputation Management

Councillor Hall/Chris Badger

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

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 9 December 2016 because it relates to the following grounds under Section 89(2) of the Act:

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

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

CARRIED

12. Strategic Internal Audit Plan 2016/17

Councillor Hall/Joel Churchill

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

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 9 December 2016 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

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

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

CARRIED

13. Status of Internal Audit Recommendations

Joel Churchill/Councillor Hall

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

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 9 December 2016 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

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

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

CARRIED

14. Review of Risk Strategy

Councillor Stephens/Councillor Hall

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

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 9 December 2016 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

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

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

CARRIED

15. Investment, Risk Management and Procurement Policies

Joel Churchill/Chris Badger

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

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 9 December 2016 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

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

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

CARRIED

16. Information Services Update

Councillor Stephens/Councillor Hall

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

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 9 December 2016 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

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

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

CARRIED

17. VAGO Report: Audit Committee Governance

Joel Churchill/Chris Badger

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

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 9 December 2016 because it relates to the following grounds under Section 89(2) of the Act:

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

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

CARRIED

18. VAGO Report: Financial Systems Controls Report: 2015-16

Councillor Stephens/Joel Churchill

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

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 9 December 2016 because it relates to the following grounds under Section 89(2) of the Act:

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

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

CARRIED

19. VAGO Report: Local Government: 2015-16 Audit Snapshot

Chris Badger/Joel Churchill

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

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 9 December 2016 because it relates to the following grounds under Section 89(2) of the Act:

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

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

CARRIED

20. Financials

Chris Badger/Councillor Hall

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

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 9 December 2016 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

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

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

CARRIED

21. Fraud Report

Councillor Stephens/Joel Churchill

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

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 9 December 2016 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

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

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

CARRIED

22. Excessive Staff Leave

Joel Churchill/Councillor Stephens

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

That the information, contained in the attached document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 9 December 2016 because it relates to the following grounds under Section 89(2) of the Act:

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

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

CARRIED

23. Current Key Risk Matters

Councillor Stephens/Councillor Hall

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

That the information, contained in the attached document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 9 December 2016 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

f) legal advice;

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

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

CARRIED

24. Risk Report

Councillor Hall/Joel Churchill

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

That the information, contained in the attached document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 9 December 2016 because it relates to the following grounds under Section 89(2) of the Act:

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

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

CARRIED

25. Register of Commissioned Reports

Chris Badger/Councillor Hall

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

That the information, contained in the attached document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 9 December 2016 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

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

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

CARRIED

26. General Business

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 2.39PM.



C3 - REPORT

GENERAL MANAGER DEVELOPMENT

ITEM C3.1**PLANNING DECISIONS**

DIVISION:

DEVELOPMENT

ACTION OFFICER:

MANAGER LAND USE PLANNING

DATE:

7 FEBRUARY 2017

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

OBJECTIVE

To provide a report to Council on recent planning permit trends and planning decisions made under delegation by Statutory Planners between 1 September and 31 December 2016, for information.

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

That Council note the report on recent Planning Permit trends and Planning Application determinations between 1 September and 31 December 2016.

BACKGROUND

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

A copy of planning permit decisions made between 1 September and 31 December 2016 is included in **Attachment 1**.

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

OPTIONS

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

PROPOSAL

That Council note the report of recent planning permit trends and planning application determinations between 1 September and 31 December 2016.

CONFLICT OF INTEREST

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

COMMUNICATION IMPACT

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

LEGISLATIVE IMPACT

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

COUNCIL POLICY IMPACT

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

COUNCIL PLAN

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

Strategic Objective

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

Strategy 5.2

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

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

ENVIRONMENTAL IMPACT

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

**PLANNING APPLICATION DETERMINATIONS
BETWEEN 1/09/2016 AND 30/09/2016**

Application No/Year	Date Received	Property Title & Address	Proposal	Status
276-3/2011	12/07/2016	Assessment No. 236349 LOT: 1 PS: 705878W 3 SNIPE ST LOCH SPORT	Use and development of a dwelling/office/removal of veg/subdivision.	Withdrawn 19/09/2016
95-4/2014	11/07/2016	Assessment No. 435883 LOT: 37 PS: 727578 12 KENNELLY CRES STRATFORD	Multi lot staged subdivision of the land/removal of native vegetation.	Permit Issued by Delegate of Resp/Auth 6/09/2016
336-3/2014	16/08/2016	Assessment No. 218776 LOT: 819 PS: 52648 194 SHORELINE DVE GOLDEN BEACH	Amendment to permit/construction of a dwelling >150m2.	Permit Issued by Delegate of Resp/Auth 9/09/2016
216-2/2015	16/08/2016	Assessment No. 216630 LOT: 1 TP: 87759H 48 MERIDAN RD GOLDEN BEACH	Buildings and works associated with development of a dwelling.	Permit Issued by Delegate of Resp/Auth 19/09/2016
419-2/2015	18/07/2016	Assessment No. 356733 LOT: 1 TP: 220877N 19 HASTINGS ST NEWRY	Buildings and works associated with development of a dwelling.	Permit Issued by Delegate of Resp/Auth 5/09/2016
62-1/2016	24/02/2016	Assessment No. 356535 LOT: 3 PS: 637835T 17-37 STATION ST MAFFRA	Use of the land as a materials recycling centre.	Withdrawn 14/09/2016
68-1/2016	2/03/2016	Assessment No. 257931 LOT: 1051 PS: 40160 4 FOURTH ST PARADISE BEACH	Buildings and works associated with construction of a single dwelling.	Permit Issued by Delegate of Resp/Auth 7/09/2016
95-2/2016	14/07/2016	Assessment No. 427997 LOT: 25 PS: 642246 10 FINDLEY CRT STRATFORD	Staged subdivision of the land into 27 lots.	Permit Issued by Delegate of Resp/Auth 9/09/2016
125-1/2016	2/05/2016	Assessment No. 207456 LOT: 1 PS: 308185 5,899 SOUTH GIPPSLAND LONGFORD	Buildings and works associated with extension to existing dwelling.	Permit Issued by Delegate of Resp/Auth 20/09/2016
139-1/2016	13/05/2016	Assessment No. 5884 LOT: 1 TP: 81111W 6 JACARANDA DVE SALE	Staged subdivision of the land into 4 lots.	Permit Issued by Delegate of Resp/Auth 15/09/2016
157-1/2016	26/05/2016	Assessment No. 403170 LOT: 2 PS: 602233V 702 SWAMP RD DENISON	Subdivision of the land into two lots to excise an existing dwelling.	Permit Issued by Delegate of Resp/Auth 5/09/2016

Application No/Year	Date Received	Property Title & Address	Proposal	Status
158-1/2016	26/05/2016	Assessment No. 245035 PC: 365045D 24 VICTORIA ST LOCH SPORT	Buildings and works associated with development of an outbuilding.	Permit Issued by Delegate of Resp/Auth 7/09/2016
161-1/2016	30/05/2016	Assessment No. 408328 LOT: 4 PS: 602217T 49 PRINCES HWY SALE	Buildings/works for development of a restricted retail premises.	Permit Issued by Delegate of Resp/Auth 5/09/2016
177-1/2016	14/06/2016	Assessment No. 27953 LOT: 10 PS: 15530 94 PALMERSTON ST SALE	Subdivision of the land into two lots.	Permit Issued by Delegate of Resp/Auth 16/09/2016
178-1/2016	14/06/2016	Assessment No. 331058 PC: 376159 1 MAIN ST BOISDALE	Buildings and works to an existing dwelling and new access to RDZ1.	Permit Issued by Delegate of Resp/Auth 23/09/2016
183-1/2016	16/06/2016	Assessment No. 391714 LOT: 293 LP: 82159 32 MACASSAR CRES THE HONEYSUCKLES	Buildings and works associated with construction of a dwelling.	Permit Issued by Delegate of Resp/Auth 7/09/2016
200-1/2016	29/06/2016	Assessment No. 369546 PLANNING & BUILDING WELLINGTON	Removal of native vegetation from road reserve.	Permit Issued by Delegate of Resp/Auth 12/09/2016
201-1/2016	30/06/2016	Assessment No. 293522 LOT: 1 PS: 747772 2 EVELYN ST YARRAM	Subdivision of the land into two lots.	Permit Issued by Delegate of Resp/Auth 7/09/2016
202-1/2016	30/06/2016	Assessment No. 198325 LOT: 2 PS: 804062 8 BREWER CRT LONGFORD	Subdivision of the land into two lots.	Permit Issued by Delegate of Resp/Auth 21/09/2016
203-1/2016	30/06/2016	Assessment No. 310078 LOT: 2 PS: 747770 35 QUEEN ST MAFFRA	Subdivision of the land into two lots.	Permit Issued by Delegate of Resp/Auth 21/09/2016
204-1/2016	4/07/2016	Assessment No. 240317 LOT: 1 TP: 98612D 106 SANCTUARY RD LOCH SPORT	Buildings and works associated with construction of a dwelling/garage.	Permit Issued by Delegate of Resp/Auth 8/09/2016
205-1/2016	5/07/2016	Assessment No. 269860 LOT: 2 PS: 747754 923 GIFFARD WEST RD GIFFARD	Subdivision of the land into 2 lots to excise an existing dwelling.	Permit Issued by Delegate of Resp/Auth 27/09/2016
206-1/2016	7/07/2016	Assessment No. 105171 CA: 2B2 SEC: 17 460 WINNINDOO	Construction of a new access to road zone.	Permit Issued by Delegate of Resp/Auth 19/09/2016

Application No/Year	Date Received	Property Title & Address	Proposal	Status
208-1/2016	8/07/2016	Assessment No. 372656 CA: 203 451 WILLUNG RD ROSEDALE	Use of the land to hold an annual market (Man Cave Market).	Permit Issued by Delegate of Resp/Auth 1/09/2016
211-1/2016	12/07/2016	Assessment No. 32920 LOT: 2 PS: 727589F 18 WADE CRT SALE	Use of the land for a restricted recreation facility.	Permit Issued by Delegate of Resp/Auth 29/09/2016
219-1/2016	18/07/2016	Assessment No. 324236 LOT: 1 TP: 434470C 5 LICOLA-JAMIESON RD LICOLA	Buildings and works associated with construction of a landing.	Permit Issued by Delegate of Resp/Auth 29/09/2016
221-1/2016	20/07/2016	Assessment No. 310169 LOT: 1 PS: 804054 28 PEARSON ST MAFFRA	Development of a second dwelling and 2 lot subdivision.	Permit Issued by Delegate of Resp/Auth 2/09/2016
224-1/2016	20/07/2016	Assessment No. 197244 LOT: 2 PS: 804068 1B SHORELINE DVE SEASPRAY	Subdivision of the land into 2 lots.	Permit Issued by Delegate of Resp/Auth 29/09/2016
225-1/2016	22/07/2016	Assessment No. 436881 LOT: 2 PS: 725234G 91 HUFFERS LANE ROSEDALE	Buildings/works associated with construction of industrial building.	Permit Issued by Delegate of Resp/Auth 20/09/2016
229-1/2016	28/07/2016	Assessment No. 25346 LOT: 6 PS: 60804 1 INGLIS ST SALE	Use of the building as a medical centre & reduction in car parking.	No Permit Required 28/09/2016
231-1/2016	29/07/2016	Assessment No. 225250 LOT: 176 PS: 44537 4 CAMPBELL ST LOCH SPORT	Buildings and works associated with construction of a single dwelling.	Permit Issued by Delegate of Resp/Auth 26/09/2016
234-1/2016	1/08/2016	Assessment No. 62653 CA: 27B SEC: B2 6 SOUTH GIPPSLAND SALE	Buildings and works associated with extension to existing dwelling.	Permit Issued by Delegate of Resp/Auth 26/09/2016
238-1/2016	3/08/2016	Assessment No. 297820 LOT: 1 TP: 157606W 77 RODGERS ST YARRAM	Buildings/works associated with extension to existing building.	Permit Issued by Delegate of Resp/Auth 20/09/2016
240-1/2016	8/08/2016	Assessment No. 55574 LOT: 1 PS: 644796L 27-29 STEPHENSON ST SALE	Buildings and works associated with construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 29/09/2016
242-1/2016	10/08/2016	Assessment No. 337493 PC: 363596Y 1-67 FULTON RD MAFFRA	Buildings and works associated with construction of a storage shed.	Permit Issued by Delegate of Resp/Auth 20/09/2016

Application No/Year	Date Received	Property Title & Address	Proposal	Status
246-1/2016	11/08/2016	Assessment No. 113209 LOT: 2 PS: 205241 2,323 COWWARR	Buildings and works associated with extension to an existing dwelling.	Permit Issued by Delegate of Resp/Auth 1/09/2016
Total No of Decisions Made: 36				

**PLANNING APPLICATION DETERMINATIONS
BETWEEN 1/10/2016 AND 31/10/2016**

Application No/Year	Date Received	Property Title & Address	Proposal	Status
237-2/2014	16/08/2016	Assessment No. 378307 LOT: 1 PS: 420125M 124 SHORELINE DVE GOLDEN BEACH	Buildings/ works associated with construction of an ablutions block.	Permit Issued by Delegate of Resp/Auth 3/10/2016
420-2/2014	13/10/2016	Assessment No. 64568 LOT: 1 TP: 244299T 2/193 DESAILLY ST SALE	Subdivision of the land into 2 lots.	Permit Issued by Delegate of Resp/Auth 25/10/2016
127-2/2015	1/09/2016	Assessment No. 188052 LOT: 2 PS: 738975 29A LATROBE ST ROSEDALE	3 lot residential subdivision.	Permit Issued by Delegate of Resp/Auth 12/10/2016
256-3/2015	14/09/2016	Assessment No. 343095 LOT: 3 PS: 131000 298 BACK WOMBAT RD BOISDALE	Use and development of a single dwelling.	Permit Issued by Delegate of Resp/Auth 6/10/2016
339-2/2015	3/10/2016	Assessment No. 228262 LOT: 512 PS: 53108 18 CLIFF ST LOCH SPORT	Buildings and works associated with construction of a single dwelling.	Withdrawn 12/10/2016
398-3/2015	2/09/2016	Assessment No. 427559 LOT: 2 PS: 713657T 222 BALGONIE LANE STRATFORD	Buildings and works associated with development of a single dwelling.	Permit Issued by Delegate of Resp/Auth 7/10/2016
73-2/2016	10/08/2016	Assessment No. 247064 LOT: 1254 PS: 58872 20 WATTLE GVE LOCH SPORT	Buildings and works associated with construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 7/10/2016
151-1/2016	20/05/2016	Assessment No. 265504 CA: 7A SEC: A MILNES RD CARRAJUNG	Buildings and works associated with development of a dwelling.	Permit Issued by Delegate of Resp/Auth 4/10/2016
156-1/2016	25/05/2016	Assessment No. 328120 LOT: 1 PS: 300853W 439 MCLACHLANS RD TINAMBA WEST	Buildings and works - licenced restaurant/cellar door/function centre.	Permit Issued by Delegate of Resp/Auth 24/10/2016
160-2/2016	6/09/2016	Assessment No. 229088 LOT: 1046 PS: 55692 47 DAVIES ST LOCH SPORT	Buildings and works associated with development of a dwelling.	Permit Issued by Delegate of Resp/Auth 27/10/2016
169-1/2016	6/06/2016	Assessment No. 204164 LOT: 2 PS: 745458 23 NEWNHAM RD LONGFORD	Subdivision of the land into three lots.	Permit Issued by Delegate of Resp/Auth 20/10/2016

Application No/Year	Date Received	Property Title & Address	Proposal	Status
180-1/2016	14/06/2016	Assessment No. 28035 LOT: 21 PS: 22176 122 PALMERSTON ST SALE	Development of two dwellings/subdivision of the land into two lots.	Permit Issued by Delegate of Resp/Auth 14/10/2016
182-2/2016	4/10/2016	Assessment No. 243436 LOT: 2084 PS: 69874 22 TOORAK AVE LOCH SPORT	Buildings and works associated with construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 12/10/2016
199-1/2016	29/06/2016	Assessment No. 53983 LOT: 1 PS: 747749 19A PETTIT DVE SALE	Development of a second dwelling on the lot and 2 lot subdivision.	Permit Issued by Delegate of Resp/Auth 14/10/2016
213-1/2016	13/07/2016	Assessment No. 203653 LOT: 2 PS: 126085 35 MERRIMAN ST ROSEDALE	Use and development of the land for animal keeping.	Permit Issued by Delegate of Resp/Auth 11/10/2016
218-1/2016	18/07/2016	Assessment No. 242289 LOT: 2311 PS: 70939 75 THE BOULEVARD LOCH SPORT	Buildings and works associated with construction of an extension.	Permit Issued by Delegate of Resp/Auth 3/10/2016
220-1/2016	18/07/2016	Assessment No. 311514 LOT: 1 TP: 347275K 46 QUEEN ST MAFFRA	Subdivision of the land into 4 lots in 2 stages.	Permit Issued by Delegate of Resp/Auth 14/10/2016
221-2/2016	5/10/2016	Assessment No. 310169 LOT: 2 PS: 804054 21B KING ST MAFFRA	Development of a second dwelling and 2 lot subdivision.	Permit Issued by Delegate of Resp/Auth 12/10/2016
230-1/2016	28/07/2016	Assessment No. 370437 PCA: 4 SEC: 7 23 DESAILLY ST SALE	Demolition of a building in a heritage overlay.	Permit Issued by Delegate of Resp/Auth 27/10/2016
233-1/2016	1/08/2016	Assessment No. 241794 LOT: 1193 PS: 58872 52 SEAGULL DVE LOCH SPORT	Buildings and works associated with extension to existing dwelling.	Permit Issued by Delegate of Resp/Auth 6/10/2016
237-1/2016	3/08/2016	Assessment No. 7906 PTL: A PS: 549876T 33 MCGHEE ST SALE	Demolition of heritage buildings.	Permit Issued by Delegate of Resp/Auth 6/10/2016
239-1/2016	3/08/2016	Assessment No. 84780 CA: 90A SEC: 2 MARLAY POINT RD CLYDEBANK	Buildings and works associated with construction of a farm shed.	Permit Issued by Delegate of Resp/Auth 6/10/2016
241-1/2016	10/08/2016	Assessment No. 60624 CA: 36B 20-26 DARGO ST SALE	Buildings and works associated with extension to existing dwelling.	Permit Issued by Delegate of Resp/Auth 7/10/2016

Application No/Year	Date Received	Property Title & Address	Proposal	Status
244-1/2016	11/08/2016	Assessment No. 427559 LOT: 2 PS: 713657T 222 BALGONIE LANE STRATFORD	Use and development of the land for dog keeping.	Permit Issued by Delegate of Resp/Auth 31/10/2016
248-1/2016	17/08/2016	Assessment No. 99556 LOT: 4 PS: 131858 114 HOWLETT RD BRIAGOLONG	Subdivision of the land into two lots.	Permit Issued by Delegate of Resp/Auth 28/10/2016
258-1/2016	26/08/2016	Assessment No. 47209 PTL: 2 PS: 71262 3/229-231 RAYMOND ST SALE	Use of the land for restricted recreation facility.	Permit Issued by Delegate of Resp/Auth 13/10/2016
259-1/2016	26/08/2016	Assessment No. 313072 PCA: 3 SEC: 3 21 GLENFALLOCH RD GLENMAGGIE	Buildings and works associated with extension to a building.	Permit Issued by Delegate of Resp/Auth 18/10/2016
260-1/2016	26/08/2016	Assessment No. 10975 LOT: 2 PS: 804048 2/13-17 PRINCES HWY SALE	Subdivision of the land into four lots.	Permit Issued by Delegate of Resp/Auth 12/10/2016
262-1/2016	2/09/2016	Assessment No. 376251 LOT: 1 PS: 317421J 1 GOWRIE RISE WOODSIDE BEACH	Buildings and works associated with construction of outbuildings.	Permit Issued by Delegate of Resp/Auth 31/10/2016
263-1/2016	2/09/2016	Assessment No. 351577 LOT: 14 PS: 54861 264 RYANS RD COONGULLA	Buildings and works associated with construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 6/10/2016
264-1/2016	2/09/2016	Assessment No. 331165 LOT: 1 PS: 138238 26 AVON ST BRIAGOLONG	Display of advertising signage.	Permit Issued by Delegate of Resp/Auth 27/10/2016
265-1/2016	2/09/2016	Assessment No. 257626 LOT: 1013 PS: 40160 23 SIXTH AVENUE PARADISE BEACH	Buildings and works associated with construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 6/10/2016
267-1/2016	6/09/2016	Assessment No. 354407 LOT: 2 PS: 433834H BUNDALAGUAH RD MAFFRA	Buildings and works in association with upgrade to existing weir.	Permit Issued by Delegate of Resp/Auth 6/10/2016
269-1/2016	9/09/2016	Assessment No. 329185 PCA: 192B SANDY POINT RD GLENMAGGIE	Removal of native vegetation.	Permit Issued by Delegate of Resp/Auth 24/10/2016
281-1/2016	16/09/2016	Assessment No. 37911 LOT: 2 PS: 17042 197 FOSTER ST SALE	Buildings and works associated with extension to existing dwelling.	No Permit Required 5/10/2016

Application No/Year	Date Received	Property Title & Address	Proposal	Status
287-1/2016	19/09/2016	Assessment No. 356493 LOT: 5 PS: 140845 3 SALE RD MAFFRA	Development of the land for a store.	Permit Issued by Delegate of Resp/Auth 12/10/2016
290-1/2016	22/09/2016	Assessment No. 38224 LOT: 1 PS: 37226 63-65 FOSTER ST SALE	Demolition of a heritage building.	Permit Issued by Delegate of Resp/Auth 6/10/2016
310-1/2016	5/10/2016	Assessment No. 264028 LOT: 1 TP: 116955B 154 BOWDENS RD WON WRON	Buildings and works associated with construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 18/10/2016
311-1/2016	5/10/2016	Assessment No. 196220 CA: 30 SEC: 3 21 IRVING ST SEASPRAY	Buildings and works associated with extension to existing dwelling.	Permit Issued by Delegate of Resp/Auth 20/10/2016
325-1/2016	12/10/2016	Assessment No. 345256 PCA: A14 101 DOWS RD VALENCIA CREEK	Buildings and works associated with construction of an outbuilding.	No Permit Required 19/10/2016

Total No of Decisions Made: 40

**PLANNING APPLICATION DETERMINATIONS
BETWEEN 1/11/2016 AND 30/11/2016**

Application No/Year	Date Received	Property Title & Address	Proposal	Status
345-3/2013	26/09/2016	Assessment No. 258186 LOT: 1 TP: 194334U 136 SEVENTH AVE PARADISE BEACH	Buildings and works associated with construction of a dwelling.	Permit Issued by Delegate of Resp/Auth 24/11/2016
75-2/2015	18/11/2016	Assessment No. 353292 LOT: 1 TP: 192296L 17 WELLINGTON ST COONGULLA	Buildings and works associated with development of a single dwelling.	Permit Issued by Delegate of Resp/Auth 30/11/2016
136-1/2015	23/04/2015	Assessment No. 432302 LOT: 1 TP: 384838F 122-126 FOSTER ST SALE	Development of the land for 2 shops & construction of 4 dwellings.	Permit Issued by Delegate of Resp/Auth 10/11/2016
212-2/2015	7/10/2016	Assessment No. 384750 LOT: 24 PS: 316758B SCOTTS LANE MAFFRA	Buildings and works associated with construction of a single dwelling.	Permit Issued by Delegate of Resp/Auth 25/11/2016
236-2/2015	16/08/2016	Assessment No. 263749 LOT: 1 PS: 142441 1,247 STACEYS BRIDGE	Buildings/works associated with construction of replacement dwelling.	Permit Issued by Delegate of Resp/Auth 7/11/2016
288-5/2015	26/10/2016	Assessment No. 435263 LOT: A PS: 745384X 28 SURKITT BLVD SALE	Development of a residential aged care facility.	Permit Issued by Delegate of Resp/Auth 21/11/2016
7-1/2016	8/01/2016	Assessment No. 112201 LOT: 1 PS: 422002T ROSEDALE-HEYFIELD WINNINDOO	Use and development of the land for Class A Broiler farm.	Permit Issued by Delegate of Resp/Auth 18/11/2016
75-1/2016	10/03/2016	Assessment No. 316612 LOT: 1 TP: 122282T DAVIS ST HEYFIELD	Development of the land for a service station.	NOD issued by Delegate of Respon/Auth 18/11/2016
92-2/2016	2/11/2016	Assessment No. 237479 LOT: 1692 PS: 58872 275 NATIONAL PARK LOCH SPORT	Buildings and works associated with construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 24/11/2016
102-2/2016	18/11/2016	Assessment No. 366450 LOT: 7 PS: 207036R 117 THREE CHAIN RD MAFFRA	Buildings and works associated with construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 30/11/2016
161-2/2016	8/11/2016	Assessment No. 408328 LOT: 4 PS: 602217T 49 PRINCES HWY SALE	Buildings/works for development of a restricted retail building.	Permit Issued by Delegate of Resp/Auth 11/11/2016

Application No/Year	Date Received	Property Title & Address	Proposal	Status
195-2/2016	19/09/2016	Assessment No. 376244 LOT: 2 PS: 317421J 3 GOWRIE RISE WOODSIDE BEACH	Buildings and works associated with construction of 3 outbuildings.	Permit Issued by Delegate of Resp/Auth 3/11/2016
198-1/2016	28/06/2016	Assessment No. 103267 LOT: 1 PS: 540001L 835 MAFFRA-ROSEDALE NAMBROK	Use and development of the land for greyhound keeping (100 dogs).	Permit Issued by Delegate of Resp/Auth 17/11/2016
223-1/2016	20/07/2016	Assessment No. 22863 LOT: 1 PS: 15694 126 FITZROY ST SALE	Subdivision of the land into 2 lots and development of 1 dwelling.	Permit Issued by Delegate of Resp/Auth 29/11/2016
235-1/2016	1/08/2016	Assessment No. 53413 LOT: 2 PS: 205455F 79A CUNNINGHAME ST SALE	Buildings and works associated with construction of a shop.	Permit Issued by Delegate of Resp/Auth 25/11/2016
236-1/2016	1/08/2016	Assessment No. 369546 PLANNING & BUILDING WELLINGTON	Buildings and works associated with construction of a bridge.	Permit Issued by Delegate of Resp/Auth 3/11/2016
247-1/2016	16/08/2016	Assessment No. 42689 LOT: 1 TP: 543077V 190 MACALISTER ST SALE	Buildings and works associated with construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 18/11/2016
250-1/2016	22/08/2016	Assessment No. 115584 PC: 354894R 5-7 TI-TREE DVE GOLDEN BEACH	Buildings and works associated with construction of a dwelling.	Permit Issued by Delegate of Resp/Auth 15/11/2016
252-1/2016	23/08/2016	Assessment No. 16675 CA: 16 SEC: 38 232-240 YORK ST SALE	Buildings and works associated with construction of a shed.	Permit Issued by Delegate of Resp/Auth 14/11/2016
254-1/2016	24/08/2016	Assessment No. 287219 CA: 1A 5 OLD SALE RD WOODSIDE	2 lot subdivision of the land (boundary realignment).	Permit Issued by Delegate of Resp/Auth 23/11/2016
256-1/2016	26/08/2016	Assessment No. 228171 LOT: 1123 PS: 54791 5 CLARKE ST LOCH SPORT	Buildings and works associated with extension to a dwelling.	Permit Issued by Delegate of Resp/Auth 15/11/2016
257-1/2016	26/08/2016	Assessment No. 432476 LOT: 4 PS: 29217 6 INGLIS ST SALE	Use of the land for a display home and advertising signage.	Permit Issued by Delegate of Resp/Auth 17/11/2016
261-1/2016	29/08/2016	Assessment No. 45997 LOT: 2 PS: 702632X 4,876 PRINCES HWY SALE	Buildings and works associated with construction of a farm shed.	Permit Issued by Delegate of Resp/Auth 17/11/2016

Application No/Year	Date Received	Property Title & Address	Proposal	Status
266-1/2016	2/09/2016	Assessment No. 15172 PC: 3681328 17 TEMPLETON ST SALE	Subdivision of the land into 2 lots.	NOD issued by Delegate of Resp/Auth 14/11/2016
268-1/2016	7/09/2016	Assessment No. 9001 LOT: 2 PS: 804066 114B MARLEY ST SALE	Subdivision of the land into two lots/construction of a dwelling.	Permit Issued by Delegate of Resp/Auth 17/11/2016
270-1/2016	9/09/2016	Assessment No. 81851 LOT: 2 PS: 144098 23 MAWLEY RD COBAINS	Buildings and works associated with extension to existing dwelling.	Permit Issued by Delegate of Resp/Auth 14/11/2016
272-1/2016	9/09/2016	Assessment No. 215251 LOT: 439 PS: 52647 37 FAIRWAY AVE GOLDEN BEACH	Buildings and works associated with construction of a dwelling.	Permit Issued by Delegate of Resp/Auth 18/11/2016
273-1/2016	9/09/2016	Assessment No. 436212 LOT: E2 PS: 736786 374 DAWSON ST SALE	Buildings and works associated with construction of a warehouse.	Permit Issued by Delegate of Resp/Auth 7/11/2016
274-1/2016	9/09/2016	Assessment No. 436212 LOT: 25 PS: 736786 247 SOMERTON PARK SALE	Buildings and works associated with construction of a warehouse.	Permit Issued by Delegate of Resp/Auth 7/11/2016
276-1/2016	15/09/2016	Assessment No. 29702 LOT: 1 PS: 210626 332-336 RAGLAN ST SALE	Use and development of the land for an emergency service facility.	Permit Issued by Delegate of Resp/Auth 10/11/2016
277-1/2016	15/09/2016	Assessment No. 36624 PC: 156688 124-128 CUNNINGHAME SALE	Buildings/works for redevelopment of an emergency service facility.	Permit Issued by Delegate of Resp/Auth 10/11/2016
278-1/2016	15/09/2016	Assessment No. 94656 LOT: 1 PS: 605338P 1,455 MEERLIEU	Buildings and works/construction of extension to existing pavilion.	Permit Issued by Delegate of Resp/Auth 3/11/2016
280-1/2016	16/09/2016	Assessment No. 280172 LOT: 15 PS: 44853 20 CAMERON ST MCLOUGHLINS BEACH	Buildings and works associated with development of an outbuilding.	Permit Issued by Delegate of Resp/Auth 14/11/2016
282-1/2016	16/09/2016	Assessment No. 394700 LOT: 3 PS: 212793T OLD CARRAJUNG RD CARRAJUNG LOWER	Use and development of a dwelling.	Withdrawn 11/11/2016
285-1/2016	19/09/2016	Assessment No. 287318 LOT: 1 PS: 805316 793 GELLIONDALE RD JACK RIVER	Subdivision of the land into 2 lots to excise an existing dwelling.	Permit Issued by Delegate of Resp/Auth 22/11/2016

Application No/Year	Date Received	Property Title & Address	Proposal	Status
288-1/2016	20/09/2016	Assessment No. 375592 LOT: 5 BLK: 2 PS: 3814 50 RAILWAY AVE YARRAM	Buildings and works associated with construction of a shelter.	Permit Issued by Delegate of Resp/Auth 17/11/2016
289-1/2016	20/09/2016	Assessment No. 358937 LOT: 2 PS: 206764 226 CORNWELLS RD RIVERSLEA	2 lot subdivision to excise an existing dwelling.	Permit Issued by Delegate of Resp/Auth 24/11/2016
295-1/2016	27/09/2016	Assessment No. 391847 LOT: 2141 PS: 69977 42 KOOKABURRA ST LOCH SPORT	Buildings and works associated with construction of a new dwelling.	Permit Issued by Delegate of Resp/Auth 25/11/2016
297-1/2016	28/09/2016	Assessment No. 282210 LOT: 24 PS: 44798 31 RICHARD RD WOODSIDE BEACH	Buildings and works associated with construction of a single dwelling.	Permit Issued by Delegate of Resp/Auth 10/11/2016
299-1/2016	29/09/2016	Assessment No. 54379 PCA: 8 SEC: 2 123-125 YORK ST SALE	Buildings and works associated with extension to existing hotel.	Permit Issued by Delegate of Resp/Auth 9/11/2016
300-1/2016	29/09/2016	Assessment No. 372565 CA: 31B SEC: A 472 AERODROME RD EAST SALE	Buildings and works associated with construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 11/11/2016
302-1/2016	29/09/2016	Assessment No. 43257 LOT: 1 TP: 340377P 13-15 MARKET ST SALE	2 lot subdivision and development of 2 dwellings.	Permit Issued by Delegate of Resp/Auth 18/11/2016
306-1/2016	4/10/2016	Assessment No. 344341 LOT: 1 PS: 316765E 48 BUSHY BUSHY PARK	Buildings and works associated with construction of farm shed.	Permit Issued by Delegate of Resp/Auth 4/11/2016
314-1/2016	11/10/2016	Assessment No. 267294 CA: 21 SEC: 5 2,740 SOUTH GIPPSLAND WOODSIDE	Buildings and works associated with construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 18/11/2016
317-1/2016	12/10/2016	Assessment No. 326983 LOT: 2 TP: 893022S 648 GLENMAGGIE RD GLENMAGGIE	Buildings and works associated with construction of a hay shed.	No Permit Required 7/11/2016
324-1/2016	12/10/2016	Assessment No. 186569 CA: 16A 2,694 LONGFORD	Buildings and works associated with construction of a verandah.	Permit Issued by Delegate of Resp/Auth 8/11/2016
332-1/2016	21/10/2016	Assessment No. 324285 PCA: 11 5 LICOLA-JAMIESON RD LICOLA	Buildings and works associated with construction of a climbing tower.	Permit Issued by Delegate of Resp/Auth 25/11/2016

Application No/Year	Date Received	Property Title & Address	Proposal	Status
336-1/2016	25/10/2016	Assessment No. 224683 LOT: 1407 PS: 58872 41 BREAM RD LOCH SPORT	Buildings and works associated with construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 17/11/2016
339-1/2016	28/10/2016	Assessment No. 35568 LOT: 1 TP: 1397B 38 BOND ST SALE	Buildings and works associated with enclosing of an external staircase	Permit Issued by Delegate of Resp/Auth 22/11/2016
344-1/2016	4/11/2016	Assessment No. 13029 LOT: 1 TP: 230356M 138 REEVE ST SALE	Subdivision of the land into 3 lots.	Permit Issued by Delegate of Resp/Auth 29/11/2016
350-1/2016	9/11/2016	Assessment No. 183558 LOT: 156 PS: 82059 22 FINISTERRE DVE THE HONEYSUCKLES	Buildings and works associated with extension to existing dwelling.	Permit Issued by Delegate of Resp/Auth 25/11/2016
Total No of Decisions Made: 51				

**PLANNING APPLICATION DETERMINATIONS
BETWEEN 1/12/2016 AND 31/12/2016**

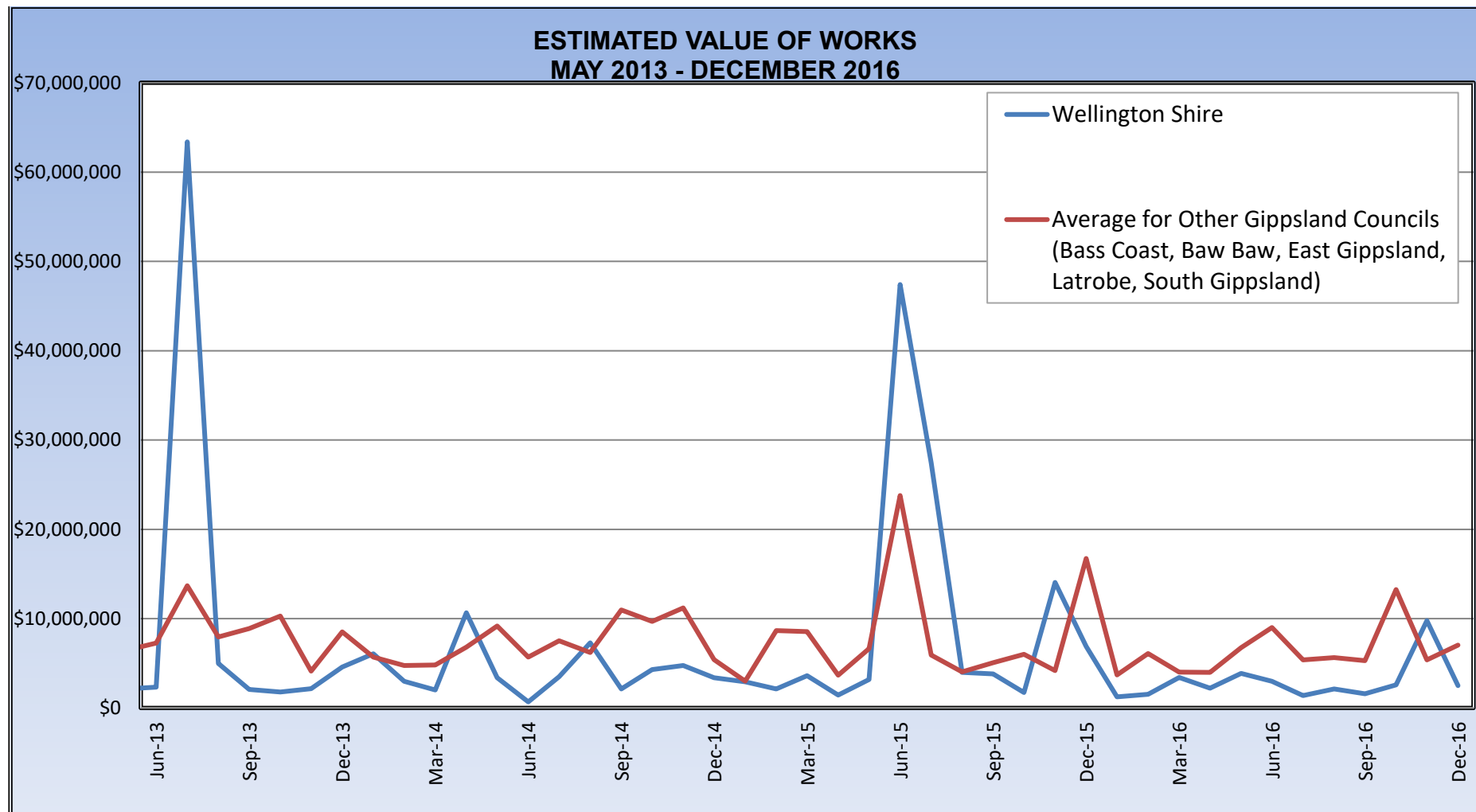
Application No/Year	Date Received	Property Title & Address	Proposal	Status
33-4/2012	25/11/2016	Assessment No. 117770 PC: 357370 18 EDGEWATER DVE GOLDEN BEACH	Buildings and works associated with construction of a dwelling.	Permit Issued by Delegate of Resp/Auth 6/12/2016
370-1/2015	6/11/2015	Assessment No. 321703 LOT: 2 PS: 87261 RIVER ST HEYFIELD	Re-subdivision of existing lots to create two new lots.	Permit Issued by Delegate of Resp/Auth 2/12/2016
75-1/2016	10/03/2016	Assessment No. 316612 LOT: 1 TP: 122282T DAVIS ST HEYFIELD	Development of the land for a service station.	Permit Issued by Delegate of Resp/Auth 19/12/2016
91-1/2016	22/03/2016	Assessment No. 11544 LOT: 1 TP: 851595D 55 RAGLAN ST SALE	Subdivision of the land into three lots.	NOD issued by Delegate of Respon/Auth 5/12/2016
106-2/2016	17/10/2016	Assessment No. 222315 PC: 376153N 16-18 SUNBURST AVE GOLDEN BEACH	Buildings and works associated with development of a dwelling.	Permit Issued by Delegate of Resp/Auth 8/12/2016
110-2/2016	14/11/2016	Assessment No. 83170 CA: 87D SEC: 1 375 DAWSON ST SALE	Buildings/works associated with construction of replacement dwelling.	Permit Issued by Delegate of Resp/Auth 9/12/2016
126-1/2016	3/05/2016	Assessment No. 93112 LOT: 3 PS: 144883 51 GOOCH RD STRATFORD	Variation to remove restrictive covenant L780197S from Lot 3.	Permit Issued by Delegate of Resp/Auth 5/12/2016
145-1/2016	17/05/2016	Assessment No. 86124 LOT: 2 TP: 3908R SOMERTON PARK RD COBAINS	Use & development of a dwelling.	Withdrawn 13/12/2016
194-1/2016	24/06/2016	Assessment No. 82636 LOT: 1 PS: 116125 638 CLYDEBANK RD CLYDEBANK	Use of the land for animal keeping (up to 24 dogs).	Permit Issued by Delegate of Resp/Auth 21/12/2016
245-1/2016	11/08/2016	Assessment No. 198739 LOT: S2 PS: 626543U 83 SHAWS LANE ROSEDALE	Staged subdivision into 2 lots.	Permit Issued by Delegate of Resp/Auth 22/12/2016
251-1/2016	22/08/2016	Assessment No. 299289 LOT: 1 PS: 717851B 500A JACK RIVER	Buildings and works associated with construction of a shed.	Permit Issued by Delegate of Resp/Auth 6/12/2016

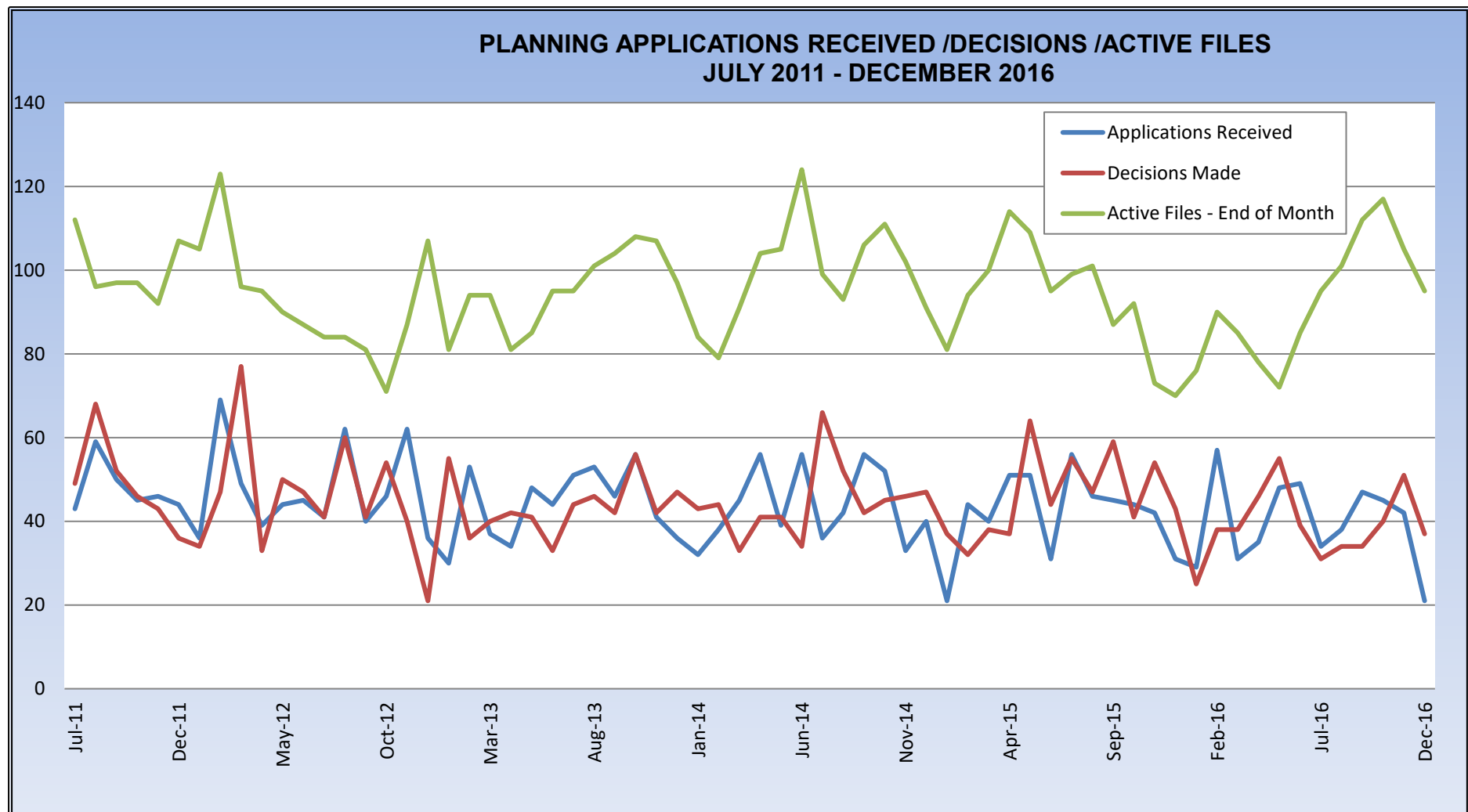
Application No/Year	Date Received	Property Title & Address	Proposal	Status
266-1/2016	2/09/2016	Assessment No. 15172 PC: 368132S 17 TEMPLETON ST SALE	Subdivision of the land into 2 lots.	Permit Issued by Delegate of Resp/Auth 14/12/2016
293-1/2016	23/09/2016	Assessment No. 104455 PTL: 103 PS: 634482S 110 PRINCES HWY FULHAM	Buildings and works associated with a telecommunications facility.	Permit Issued by Delegate of Resp/Auth 14/12/2016
303-1/2016	3/10/2016	Assessment No. 401240 CA: 2 SEC: 17 GLENMAGGIE ROAD GLENMAGGIE	Buildings and works associated with construction of a single dwelling.	Permit Issued by Delegate of Resp/Auth 22/12/2016
312-1/2016	6/10/2016	Assessment No. 426254 LOT: 3 PS: 713669L 3/9 WELLINGTON PARK SALE	Use land for an indoor recreation facility (pole fitness studio).	Permit Issued by Delegate of Resp/Auth 21/12/2016
316-1/2016	11/10/2016	Assessment No. 346718 LOT: 1 PS: 305188 1,110 BOISDALE	Use/development of the land for animal keeping (up to 50 greyhounds).	Permit Issued by Delegate of Resp/Auth 21/12/2016
322-1/2016	12/10/2016	Assessment No. 59071 CA: 32 SEC: A1 WATERWORKS RD SALE	Buildings and works associated with construction of storage building.	Permit Issued by Delegate of Resp/Auth 9/12/2016
323-1/2016	12/10/2016	Assessment No. 279042 LOT: 1 TP: 858918S 34 NORTH ST PORT ALBERT	Use the land for a motel.	Permit Issued by Delegate of Resp/Auth 23/12/2016
327-1/2016	14/10/2016	Assessment No. 279042 LOT: 2 TP: 858918S 37 WHARF ST PORT ALBERT	Display advertising signs.	Permit Issued by Delegate of Resp/Auth 23/12/2016
329-1/2016	14/10/2016	Assessment No. 315200 LOT: 1 TP: 90744D 26 BOLTON ST HEYFIELD	Use and development of the land for a caretakers dwelling.	Permit Issued by Delegate of Resp/Auth 14/12/2016
331-1/2016	21/10/2016	Assessment No. 45666 LOT: 1 TP: 953470 PEARSON ST SALE	Buildings/works for construction of additions to existing building.	Permit Issued by Delegate of Resp/Auth 12/12/2016
333-1/2016	21/10/2016	Assessment No. 37945 LOT: 1 TP: 675786B 191 FOSTER ST SALE	Buildings and works associated with construction of second storey.	Permit Issued by Delegate of Resp/Auth 12/12/2016
334-1/2016	21/10/2016	Assessment No. 208462 LOT: 2 PS: 145391 164 WILLUNG RD ROSEDALE	Removal of native vegetation for maintenance of ROS pipeline.	Permit Issued by Delegate of Resp/Auth 6/12/2016

Application No/Year	Date Received	Property Title & Address	Proposal	Status
335-1/2016	25/10/2016	Assessment No. 309450 LOT: 1 PS: 201641F 11-13 MCMAHON DVE MAFFRA	Buildings and works associated with extensions to existing facility.	Permit Issued by Delegate of Resp/Auth 1/12/2016
341-1/2016	3/11/2016	Assessment No. 111203 CA: 12 461 HENDERSONS RD TOONGABBIE	Buildings and works associated with the construction of a farm shed.	Permit Issued by Delegate of Resp/Auth 2/12/2016
342-1/2016	4/11/2016	Assessment No. 425801 LOT: 3 PS: 703121U 61A MOLPHY CRT HEYFIELD	Buildings and works associated with construction of a single dwelling.	Permit Issued by Delegate of Resp/Auth 14/12/2016
346-1/2016	8/11/2016	Assessment No. 80002 LOT: 6 PS: 302144 17 PRINCES HWY STRATFORD	Buildings/works associated with extension to existing industrial shed.	Permit Issued by Delegate of Resp/Auth 9/12/2016
347-1/2016	8/11/2016	Assessment No. 306233 LOT: 22 PS: 316750T 122 JOHNSON ST MAFFRA	Display of advertising signage.	Permit Issued by Delegate of Resp/Auth 16/12/2016
351-1/2016	9/11/2016	Assessment No. 105650 CA: 1 SEC: A 1,930 SALE-COWWARR WINNINDOO	Buildings and works associated with extensions to existing dwelling.	Permit Issued by Delegate of Resp/Auth 9/12/2016
358-1/2016	18/11/2016	Assessment No. 331082 PC: 350526U 6 AVON ST BRIAGOLONG	Buildings and works associated with construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 22/12/2016
359-1/2016	18/11/2016	Assessment No. 229138 LOT: 1051 PS: 55692 37 DAVIES ST LOCH SPORT	Buildings and works associated with construction of a single dwelling.	Permit Issued by Delegate of Resp/Auth 21/12/2016
361-1/2016	18/11/2016	Assessment No. 118380 PC: 357357 24 GOLDEN BEACH DVE GOLDEN BEACH	Buildings and works associated with construction of a shed.	Permit Issued by Delegate of Resp/Auth 16/12/2016
368-1/2016	23/11/2016	Assessment No. 203646 LOT: 3 PS: 126085 47 MERRIMAN ST ROSEDALE	Buildings and works associated with construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 14/12/2016
378-1/2016	2/12/2016	Assessment No. 103358 LOT: 1 PS: 202238 459 MAFFRA-ROSEDALE DENISON	Buildings and works associated with construction of a farm shed.	Permit Issued by Delegate of Resp/Auth 21/12/2016
382-1/2016	9/12/2016	Assessment No. 358663 LOT: 1 PS: 142511 519 SLAUGHTERHOUSE NEWRY	Buildings and works associated with construction of an outbuilding.	Withdrawn 22/12/2016

Application No/Year	Date Received	Property Title & Address	Proposal	Status
384-1/2016	9/12/2016	Assessment No. 306126 CA: 11 SEC: 5 88 JOHNSON ST MAFFRA	Buildings and works associated with construction of an access ramp.	Permit Issued by Delegate of Resp/Auth 21/12/2016
391-1/2016	20/12/2016	Assessment No. 51557 LOT: 5 PS: 310857 376 RAYMOND ST SALE	Buildings/works associated with minor works to the rear of building.	Permit Issued by Delegate of Resp/Auth 23/12/2016

Total No of Decisions Made: 37







C4 - REPORT

GENERAL MANAGER BUILT AND NATURAL ENVIRONMENT

ITEM C4.1**MARLEY STREET SOUTH - SPECIAL CHARGE STREET CONSTRUCTION SCHEME – INTENTION TO NOT DECLARE SCHEME**

DIVISION: BUILT & NATURAL ENVIRONMENT
ACTION OFFICER: MANAGER ASSETS & PROJECTS
DATE: 7 FEBRUARY 2017

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

OBJECTIVE

The purpose of this report is for Council to consider community feedback on the proposed Marley Street Special Charge Street Construction Scheme for declaration as a Special Charge Scheme for the section of Marley Street between Cunninghame Street and Macarthur Street in Sale.

RECOMMENDATION

That:

- 1. A Special Charge Street Construction Scheme for Marley Street, (between Cunninghame Street and Macarthur Street) does not proceed at this time.***
- 2. All property owners intended to be made liable under this Scheme be advised of Councils decision.***

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

Initial informal stages of a special charge street construction scheme were conducted for Marley Street, Sale, between Cunninghame Street and Macarthur Street. This included the preparation of a concept design, cost estimation, information session and survey of all impacted property owners.

The section of Marley Street in question is primarily a residential street with access from Cunninghame Street. Currently there are unsealed road shoulders with a sealed carriageway surface. Drainage primarily consists of open channel drains untimely discharging to the underground drainage network.

The project proposal developed for Marley Street, between Cunninghame Street and Macarthur Street, included provision of a fully sealed road with kerb and channel at a designed alignment, improved underground drainage and storm water management and tree planting.

A public information session was held on 10 October 2016, followed by an informal survey to all property owners liable to be included in the proposed scheme, including an estimated cost for each property, to assess the amount of support for the proposal.

Correspondence was mailed to property owners on the 22 November 2016 returnable by 16 December 2016.

There are 20 owners of 27 properties in the scheme area.

Results of the survey show as indicated in the table below; 81% of properties responded to the survey. With 11% in support (3 properties), 70% oppose (19 properties) and 19% providing no feedback (5 properties).

	SUPPORT SCHEME		OPPOSE SCHEME		DID NOT REPLY	
Property Owners (20)	3	15%	13	65%	4	20%
Properties (27)	3	11%	19	70%	5	19%

In the table above, properties votes are a vote for each property and that property owner has replied to the survey. (Two people own four properties and one person owns three properties)

OPTIONS

1. A Special Charge Street Construction Scheme for Marley Street, (between Cunninghame Street and Macarthur Street) does not proceed at this time.
2. Proceed to formal stages of a Special Charge Street Construction Scheme for Marley Street, (between Cunninghame Street and Macarthur Street) public consultation process.

PROPOSAL

That a Special Charge Street Construction Scheme for Marley Street, (between Cunninghame Street and Macarthur Street) does not proceed at this time.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

The proposed Special Charge Street Construction Scheme for Marley Street, (between Cunninghame Street and Macarthur Street) is estimated to cost \$306,000, with \$183,600 funded from Roads to Recovery sources and \$122,400 to be raised from special charge contributions in accord with the Residential Road and Street Construction Plan.

If the scheme does not proceed then the impact on Council's finance would be that these funds of \$183,600 may be reallocated.

LEGISLATIVE IMPACT

There is no legislation which relates to the informal public consultation process.

COUNCIL POLICY IMPACT

The public consultation process already undertaken complies with requirements of the current Council Policy for Special Charge Schemes.

PLANNING POLICY IMPACT

The proposal has no impact on Planning Policy.

RESOURCES AND STAFF IMPACT

This Scheme could be progressed within the resources of the Assets and Projects Business Unit.

COMMUNITY IMPACT

Not implementing this Scheme for Marley Street, Sale, between Cunninghame Street and Macarthur Street will result in the road remaining in its current state with the accepted ongoing maintenance required for gravel shouldered roads and open drains.

ENVIRONMENTAL IMPACT

Not implementing the Scheme for Marley Street, Sale, between Cunninghame Street and Macarthur Street will produce ongoing vehicle generated dust issues in the area and ongoing poor quality stormwater runoff.

CONSULTATION IMPACT

The consultation entered into over the last six months and with holding a public meeting in 10 October 2016 is consistent with the requirements of Councils policy.

RISK MANAGEMENT IMPACT

Council's exposure to risk will remain unchanged.

Attachment 1

MARLEY STREET SOUTH - SPECIAL CHARGE STREET CONSTRUCTION SCHEME No 1605

PLAN OF SPECIAL CHARGE SCHEME AREA.

Proposed Scheme Boundary —————



ITEM C4.2**2016-054 ROSEDALE FLYNN'S CREEK ROAD
RECONSTRUCTION FLYNN**

DIVISION: BUILT & NATURAL ENVIRONMENT
ACTION OFFICER: MANAGER ASSETS & PROJECTS
DATE: 7 FEBRUARY 2017

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

OBJECTIVE

The objective of this report, is for Council to consider entering into a contract, for the reconstruction of Rosedale Flynn's Creek Road, Flynn between Pikes Lane and the southern leg of Old Flynn Road, Flynn.

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

That:

- 1. Council adopt the recommendations contained in the attached confidential Tender Evaluation Report at Item F1.2 of the Council Meeting Agenda for contract 2016-054 Rosedale Flynn's Creek Road; and***
- 2. The information contained in the confidential document Item F1.2 of this Council Meeting and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the General Manager Built & Natural Environment on 4 January 2017 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989: d) Contractual matters be designated confidential information under Section 77 Clause (2)(b) of the Local Government Act 1989, except that once this recommendation has been adopted the name of the successful tenderer can be made public.***

BACKGROUND

Rosedale Flynn's Creek Road has been identified for rehabilitation works and in the past several years, sections of the road have been widened from a pavement width of four metres to the current standard of six metres. A six metre pavement allows two vehicles travelling in opposite directions to remain on the seal which increases safety and reduces maintenance of the unsealed shoulders.

This is the last section of Flynn's Creek Road with a substandard pavement width.

OPTIONS

Council have the following options available:

- Adopt the recommendations contained in the attached confidential Tender Evaluation Report for contract 2016-054 Rosedale Flynnns Creek Road; or
- Not enter into a contract and not proceed with these works at this time.

PROPOSAL

That Council adopt the recommendations contained in the attached confidential Tender Evaluation Report for contract 2016-054 Rosedale Flynnns Creek Road.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

The proposed road reconstruction works are budgeted for in the 2016/17 Capital Works Program.

LEGISLATIVE IMPACT

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

RESOURCES AND STAFF IMPACT

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

COMMUNITY IMPACT

The construction of these works will produce a positive community impact with improved safety and reduced maintenance of the shoulders required along Rosedale Flynnns Creek Road.

ENVIRONMENTAL IMPACT

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

CONSULTATION IMPACT

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

RISK MANAGEMENT IMPACT

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

ITEM C4.3**COWWARR SEATON ROAD RECONSTRUCTION**

DIVISION: BUILT & NATURAL ENVIRONMENT
 ACTION OFFICER: MANAGER ASSETS & PROJECTS
 DATE: 7 FEBRUARY 2017

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

OBJECTIVE

The purpose of this report is for Council to consider entering into a contract for the reconstruction of approximately 3.2km of Cowwarr Seaton Road, Cowwarr, north from the Traralgon Maffra Road.

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

That:

- 1. Council adopt the recommendations contained in the attached confidential Tender Evaluation Report at Item F1.3 of the Council Meeting Agenda for contract 2016-061 Cowwarr Seaton Road Reconstruction; and***
- 2. The information contained in the confidential document Item F1.3 of this Council Meeting and be designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the General Manager Built & Natural Environment on 30 November 2016 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989: d) Contractual matters be designated confidential information under Section 77 Clause (2)(b) of the Local Government Act 1989, except that once this recommendation has been adopted the name of the successful tenderer can be made public.***

BACKGROUND

Wellington Shire Council has a program to renew and reconstruct roads that are failing and are requiring more maintenance as they age. The selection criteria for choosing roads to reconstruct is based on condition assessments and traffic usage.

When a road is reconstructed it is brought up to the standard adopted by Council which includes a six metre wide seal.

Accordingly, the reconstruction of Cowwarr Seaton Road, Cowwarr was tendered and the tenders have been evaluated and a contract has been prepared for Council's consideration.

OPTIONS

Council have the following options available:

- Adopt the recommendations contained in the attached confidential Tender Evaluation Report for contract 2016-061 Cowwarr Seaton Road Reconstruction; or
- Not enter into a contract and not proceed with these works at this time.

PROPOSAL

That Council adopt the recommendations contained in the attached confidential Tender Evaluation Report for contract 2016-061 Cowwarr Seaton Road Reconstruction.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

The proposed road reconstruction works are budgeted for in the 2016/17 Capital Works Program.

LEGISLATIVE IMPACT

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

RESOURCES AND STAFF IMPACT

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

COMMUNITY IMPACT

The construction of these works will produce a positive community impact with improved serviceability of the road.

ENVIRONMENTAL IMPACT

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

CONSULTATION IMPACT

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

RISK MANAGEMENT IMPACT

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

ITEM C4.4**ROAD DISCONTINUANCE – PART OF UNUSED COUNCIL ROAD
(STATION STREET) AT ALBERTON**

DIVISION: BUILT AND NATURAL ENVIRONMENT

ACTION OFFICER: MANAGER ASSETS & PROJECTS

DATE: 7 FEBRUARY 2017

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

OBJECTIVE

The purpose of this report is for Council to consider the advertising, discontinuance and sale of a section of an unused council road being Station Street, Alberton

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

- 1. Pursuant to Section 206(1) including Clause 3 of Schedule 10 and Section 223 of the Local Government Act 1989, Council resolve to advertise its intention to discontinue a section of Station Street between Rankin Street and Hawdon Street, Alberton shown red on the attached plans; and***
- 2. Council place a notice of the proposed discontinuance of a section of Station Street between Rankin Street and Hawdon Street, Alberton, in local newspapers and serve a copy of the notice on abutting property owners and statutory authorities; and***
- 3. In the event that there are no objections, Council resolve to discontinue a section of Station Street between Rankin Street and Hawdon Street, Alberton and place a notice in the Victoria Government Gazette; and***
- 4. Council sell the discontinued section of road at or above market value to the abutting land owner in accordance with Wellington Shire Council Policy 4.3.6 Sale, Exchange and Acquisition of Land.***

BACKGROUND

The owner of the property at 2-30 Rankin St, Alberton has been in discussion with Council Officers regarding a proposal to discontinue/close a section of council road and for them to purchase the section of closed road.

The section of council road has unlikely to have been used as a Public Highway and the road has been fenced into the proponent's property in a rural residential setting for many years.

There are several steps that are required to be followed to discontinue the road and to sell the land to the current occupying landowner. The adjoining property is Crown Land and the Department of Environment, Land, Water and Planning and their licensee have been contacted and have indicated that they will not object to the discontinuance.

As it is unlikely that there will be an objection, this report is being prepared to combine the first two steps which will negate the need to prepare an additional report. If there is an objection, then an additional report will be required.

1. It is proposed to notify relevant Statutory Authorities, place notices in the local papers and for copies of the public notice be served on abutting property owner(s).
2. If there are no objections then the section of laneway be discontinued and sold to the abutting landowner in accordance with Wellington Shire Council Policy 4.3.6 Sale, Exchange and Acquisition of Land.

OPTIONS

Council has the following options available:

1. Support the discontinuance/closure and sale and advise that the road is not required for public traffic pursuant to Sections 206 & 223 and Schedule 10 of the *Local Government Act 1989*; or
2. Not agree to the discontinuance/closure and advise that the unused Government road is required for public traffic.

PROPOSAL

That:

1. Pursuant to *Section 206(1) including Clause 3 of Schedule 10 and Section 223 of the Local Government Act 1989*, Council resolves to advertise its intention to discontinue a section of Station Street between Rankin Street and Hawdon Street, Alberton; and
2. Council place a notice of the proposed discontinuance of a section of Station Street between Rankin Street and Hawdon Street, Alberton, in local newspapers and serve a copy of the notice on abutting property owners and statutory authorities; and
3. In the event that there are no objections, Council resolves to discontinue a section of Station Street between Rankin Street and Hawdon Street, Alberton and place a notice in the Victoria Government Gazette; and
4. Council dispose of the discontinued section of road to the abutting land owner in accordance with Wellington Shire Council Policy 4.3.6 Sale, Exchange and Acquisition of Land.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

The road intended to be discontinued/closed is a Council road and will be closed and sold, with costs borne by the abutting property owner. Compensation for the land will be payable to Wellington Shire Council at market value.

LEGISLATIVE IMPACT

The advertising is being undertaken pursuant to *Section 223 of the Local Government Act 1989*. The road discontinuance is being undertaken pursuant to Section 206(1) of the *Local Government Act 1989* including Clause 3 of Schedule 10.

COUNCIL POLICY IMPACT

There is no Council policy for road discontinuances. Each application is considered on merit.

The Sale, Exchange and Acquisition of Land Council Policy outlines the principles in dealing with land transactions.

COUNCIL PLAN IMPACT

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

Strategic Objective

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

Strategy 4.1

“Undertake service delivery planning to provide community assets in response to identified needs”

COMMUNITY IMPACT

There will be no negative identifiable community impact as this section of Council road has not been used for many years and is not required for public road (public highway) purposes.

CONSULTATION IMPACT

A letter of proposed road discontinuance was sent to the adjoining landowner being the Department of Environment, Land, Water and Planning and on request, a further letter was also sent to the Department’s licensee.

Letters received from the Department and its licensee have indicated that there is no objection to the proposal.

Attachment 1.

PROPOSED ROAD DISCONTINUANCE AND SALE OF COUNCIL ROAD, STATION STREET (PART), ALBERTON

 COUNCIL ROAD TO BE DISCONTINUED AND SOLD



ITEM C4.5**CONTRACT 2016-046 REPLACEMENT OF TRENTON VALLEY BRIDGE – TRENTON VALLEY ROAD WON WRON**

DIVISION: BUILT & NATURAL ENVIRONMENT
ACTION OFFICER: MANAGER ASSETS AND PROJECTS
DATE: 7 FEBRUARY 2017

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

OBJECTIVE

The objective of this report is for Council to consider entering a contract for the replacement of Trenton Valley Bridge on Trenton Valley Road, Won Wron.

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

That:

- 1. Council adopt the recommendations contained in the attached confidential Tender Evaluation Report at Item F1.4 of the Council Meeting Agenda for contract 2016-046 Trenton Valley Road Won Wron, Trenton Valley Bridge Replacement; and***
- 2. The information contained in the confidential document Item F1.4 of this Council Meeting and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the General Manager Built & Natural Environment on 30 November 2016 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989: d) Contractual matters be designated confidential information under Section 77 Clause (2)(b) of the Local Government Act 1989, except that once this recommendation has been adopted the name of the successful tenderer can be made public.***

BACKGROUND

Wellington Shire Council has a program to replace existing aging timber bridges with concrete structures which have an estimated life span of 100 years. An annual program for the replacement of these bridges has been developed to maintain the overall condition of the road network with the criteria for choosing bridges being based around condition and traffic usage.

Accordingly, the replacement for Trenton Valley was tendered and the tenders have been evaluated and a contract has been prepared for Council's consideration.

OPTIONS

Council have the following options available:

- Adopt the recommendations contained in the attached confidential Tender Evaluation Report for contract 2016-046 Trenton Valley Road Won Wron, Trenton Valley Bridge Replacement; or
- Not enter into a contract and not proceed with these works at this time.

PROPOSAL

That Council adopt the recommendations contained in the attached confidential Tender Evaluation Report for contract 2016-046 Trenton Valley Road, Won Wron Trenton Valley Bridge Replacement.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

The proposed bridge construction works are budgeted for in the 2016/17 Capital Works Program.

LEGISLATIVE IMPACT

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

RESOURCES AND STAFF IMPACT

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

COMMUNITY IMPACT

The construction of these works will produce a positive community impact with improved serviceability and access to properties located along Trenton Valley Road.

ENVIRONMENTAL IMPACT

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

CONSULTATION IMPACT

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

RISK MANAGEMENT IMPACT

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

ITEM C4.6**CONTRACT 2016-065 RECONSTRUCTION PEARSON STREET
MAFFRA**

DIVISION: BUILT & NATURAL ENVIRONMENT
ACTION OFFICER: MANAGER ASSETS & PROJECTS
DATE: 7 FEBRUARY 2017

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

OBJECTIVE

The purpose of this report is for Council to consider entering into a contract for the reconstruction of Pearson Street, Maffra between Church Street and Princess Street.

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

That:

- 1. Council adopt the recommendations contained in the attached confidential Tender Evaluation Report at Item F1.5 of the Council Meeting Agenda for contract 2016-065 Reconstruction Works Pearson Street, Maffra; and***
- 2. The information contained in the confidential document Item F1.5 of this Council Meeting and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Acting General Manager Built & Natural Environment on 30 November 2017 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989: d) Contractual matters be designated confidential information under Section 77 Clause (2)(b) of the Local Government Act 1989, except that once this recommendation has been adopted the name of the successful tenderer can be made public.***

BACKGROUND

Wellington Shire Council has a program to renew and reconstruct roads that are failing and require more maintenance as they age. The selection criteria for choosing roads to reconstruct is based on condition assessments and traffic usage.

In the 2015/16 financial year the section of Pearson Street between Queen Street and Church Street was reconstructed and this project will continue that work.

Accordingly, the project was tendered and the tenders have been evaluated and a contract has been prepared for Council's consideration.

OPTIONS

Council have the following options available:

- Adopt the recommendations contained in the attached confidential Tender Evaluation Report for contract 2016-065 Reconstruction Works Pearson Street, Maffra; or
- Not enter into a contract and not proceed with these works at this time.

PROPOSAL

That Council adopt the recommendations contained in the attached confidential Tender Evaluation Report for contract 2016-065 Reconstruction Works Pearson Street, Maffra.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

The proposed road reconstruction works are budgeted for in the 2016/17 Capital Works Program.

LEGISLATIVE IMPACT

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

RESOURCES AND STAFF IMPACT

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

COMMUNITY IMPACT

The construction of these works will produce a positive community impact with improved serviceability of the road.

ENVIRONMENTAL IMPACT

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

CONSULTATION IMPACT

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

RISK MANAGEMENT IMPACT

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



C5 - REPORT

GENERAL MANAGER COMMUNITY AND CULTURE

ITEM C5.1**MAFFRA RECREATION RESERVE COMMITTEE OF MANAGEMENT MINUTES AND MEMBERSHIP**

DIVISION: COMMUNITY AND CULTURE
 ACTION OFFICER: MANAGER ACTIVE COMMUNITIES
 DATE: 7 FEBRUARY 2017

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

OBJECTIVE

For Council to receive the Annual General Meeting minutes, including audited financials, from the Maffra Recreation Reserve Committee of Management's Annual General Meeting held on 5 September 2016, and minutes, including financials, from the Maffra Recreation Reserve Committee of Management's Ordinary Meetings held on 3 October 2016 and 7 November 2016.

For Council to amend the current Maffra Recreation Reserve Committee of Management Terms of Reference to reflect a membership including the American Truck Historical Society (Australian Chapter) and for Council to appoint the nominated American Truck Historical Society (Australian Chapter) representative to the Maffra Recreation Reserve Committee of Management, as detailed in the attached confidential report, 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 Annual General Meeting minutes, including audited financials, from the Maffra Recreation Reserve Committee of Management's Annual General Meeting held on 5 September 2016 and minutes, including financials, from the Maffra Recreation Reserve Committee of Management's Ordinary Meetings held on 3 October 2016 and 7 November 2016.***
- 2. Council amend the current Maffra Recreation Reserve Section 86 Committee of Management Terms of Reference to reflect a membership including the American Truck Historical Society (Australian Charter) and appoint the nominated American Truck Historical Society (Australian Charter) representative as detailed in the attached confidential report to the Maffra Recreation Reserve Section 86 Committee of Management;***
- 3. The information contained in the confidential attachment Item F1.6 Maffra Recreation Reserve Section 86 Committee of Management Membership of this Council meeting agenda and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the General Manager Community and Culture on 16 January 2017 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989: (h) any other matter which the Council or special committee considers would prejudice the Council or any person; be designated confidential information under Section 77 Clause (2) (b) of the Local Government Act 1989.***

BACKGROUND

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

The objectives of the Special Committee are:

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

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

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

Council has received a nomination for an American Truck Historical Society (Australian Chapter) representative, however under the current Terms of Reference no position exists. The Maffra Recreation Reserve is a major facility in Maffra that takes many volunteer hours to function. The Maffra Recreation Reserve Committee of Management have therefore requested that Council amend the current Terms of Reference for the Maffra Recreation Reserve to reflect an increase in Club representatives to include the American Truck Historical Society (Australian Chapter) representative on the committee.

OPTIONS

Council has the following options:

1. Receive the minutes, including audited financials, from the Maffra Recreation Reserve Committee of Management's Annual General Meeting held on 5 September 2016 and the minutes, including financials, from the Maffra Recreation Reserve's Committee of Management's Ordinary Meetings held on 3 October 2016 and 7 November; and
2. Amend the current Maffra Recreation Reserve Committee of Management Terms of Reference to reflect a membership including the American Truck Historical Society (Australian Chapter); and appoint the nominated American Truck Historical Society (Australian Chapter) representative to the Maffra Recreation Reserve Committee of Management, as detailed in the attached confidential report, 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, including audited financials, from the Maffra Recreation Reserve Committee of Management's Annual General Meeting held on 5 September 2016 and the minutes, including financials, from the Maffra Recreation Reserve's Committee of Management's Ordinary Meetings held on 3 October 2016 and 7 November.

That Council amend the current Maffra Recreation Reserve Committee of Management Terms of Reference to reflect a membership including the American Truck Historical Society (Australian Chapter) and for Council to appoint the nominated American Truck Historical Society (Australian Chapter) representative to the Maffra 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 2013-17 Theme 4 Infrastructure states the following strategic objective and related strategy:

Strategic Objectives

Asset and infrastructure that meet current and future community needs.

Strategy 4.2

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

MAFFRA RECREATION RESERVE COMMITTEE OF MANAGEMENT
(SPECIAL COMMITTEE of WELLINGTON SHIRE COUNCIL)

ANNUAL GENERAL MEETING

Held at the Function Centre,

Maffra Recreation Reserve

Monday September 5th, 2016 at 7.35pm

PRESENT; Jennifer Toma, Cheryl Dowling, Mark Hewlitt, Vicki Hamilton, Paul Bourke, Paul Shelton, John Duncan and guests Kevin Christensen (future Maffra Football/Netball Club committee representative), and Jenny Elliot (future Maffra Agricultural Society committee representative).

APOLOGIES received from Matthew Coleman and Lisa Ogilvie.

MINUTES of the Previous Annual General meeting held on Monday November 9th, 2015 at 7.30pm, were read and received on the motion of J. Duncan and seconded by C. Dowling.
CARRIED

BUSINESS ARISING; Nil.

CHAIRMAN'S REPORT; attached.

FINANCIAL REPORT; The audited report was presented by the Secretary, J. Toma, on behalf of the Treasurer, L. Ogilvie. The Financial Report was moved by J. Toma and seconded by P. Shelton.
CARRIED.

A MOTION of CONDOLENCE was moved by J. Duncan and seconded by M. Hewlitt at this time for John Vardy's (late member of this Committee) family. CARRIED

The Wellington Shire Councillor, John Duncan, chaired the election of office-bearers for the next year and thanked the executive and committee members for their good work over the past year.

CHAIRMAN - Mark Hewlitt nominated by P. Bourke

VICE-CHAIRMAN - Paul Shelton nominated by P. Bourke

SECRETARY - Jennifer Toma nominated by C. Dowling

TREASURER - Lisa Ogilvie nominated by J. Toma (to be ratified at the October General Meeting)

AUDITOR - Pund & Associates nominated by J. Toma

There being no further nominations those nominated were declared elected.

SCHEDULE OF FEES; Motion moved by J. Toma and seconded by M. Hewlitt that all user group fees are to be increased in line with the CPI. CARRIED.

Meeting closed at 7.55pm.



CHAIRMAN'S REPORT 2015/2016

It is with pleasure that I present this report for the AGM.

The past year has been a challenge for this Committee, a week before the AGM we farewelled this Committee's longest serving member, John Vardy, following his funeral on the main oval.

John joined the Maffra Shire Council's Management Committee for the Maffra Recreation Reserve and transferred to the Maffra Recreation Reserve Committee of Management with the amalgamation of the Maffra Shire Council into Wellington Shire Council.

Over time John coped with the change of the events held on the Reserve from mainly football and the Maffra Show to the multi uses of the facility as we know it. He used this to great advantage encouraging and driving the Committee to think big, and from that we have this Function Centre, the electronic scoreboard, mobile speaker system and corporate boxes.

John has left this Committee with a new challenge to complete his plan for drainage works for the main oval and surrounding reserve.

It was disappointing that a Home round of football/netball was abandoned this season due to excess fat on the main oval and surrounds. Drainage works will be a major time for the coming year, now that it has been raised to the top of the list in the Reserve's Business Plan, along with planning for the upgrading of the public toilet facilities to match user expectations on the Reserve. In January it was exciting to welcome showjumping to the Reserve, with campers and their horses. It was rather an experiment that went reasonably well, there were issues to be clarified before the next one.

We look forward to more equestrian events in the future with the Eastern Victorian Pleasure Harness Club Inc seeking a State event for the Reserve

In closing I would like to thank all the members of this Committee for their ongoing support and willingness to undertake tasks to maintain and improve this Reserve for the betterment of the community.

Mark Hewlitt
Chairman

Mark Hewlitt
5/12/16

WORKS and PROJECTS planned for 2016/2017 in no particular order

Upgrade of the drainage for the Main Oval and Reserve

Replacement of the mower and slasher

Replacement of the Western toilet block and upgrade of the Eastern Toilets

PUND & ASSOCIATES

ACCOUNTANTS & BUSINESS ADVISORS

Growth

Cash Flow

Freedom

Success

WELLINGTON
SHIRE COUNCIL

15 NOV 2016

RECEIVED

REPORT OF THE AUDITOR TO THE MEMBERS OF THE MAFFRA RECREATION RESERVE COMMITTEE

I have reviewed the bank account transactions of The Maffra Recreation Reserve Committee and subject to the qualifications listed below, advise that the financial reports presented to me reflect an accurate record of the transactions on the committee's bank accounts for the period 1st July 2015 to 30th June 2016.

Qualifications

1. Due to the nature of the committee's activities, it is not practical for us to audit all monies prior to their initial entry into the accounting records. Accordingly, the audit of those receipts was restricted to the amounts recorded in the accounting records.

**Address: 3 Pearson Street
MAFFRA VIC 3860**

Firm: Pund & Associates

Date: 7th October 2016

Principal:.....

Brett Pund – C.A.

PUND & ASSOCIATES

1-3 Pearson Street, Maffra, 3860 PO Box 651, Maffra, 3860
03 5141 1605 03 5141 1608 office@pundandassociates.com.au

12:15 PM

07/10/16

Accrual Basis

**Maffra Recreation Reserve
Profit & Loss
July 2015 through June 2016**

	Jul 15 - Jun 16
Income	
Electricity contributions	
Maffra Agricultural Society	718.62
Maffra Football & Netball Club	3,994.95
Maffra Municipal Band	198.32
Poultry Club	378.50
Sale Showjumping Club	227.27
Total Electricity contributions	5,517.66
Hire of Reserve	1,981.82
Interest Received (Bendigo)	31.57
Rentals	
Camping (Kennel Club)	1,377.26
Casual (Motorhomes)	109.09
CWA	139.23
East Vic Pleasure Harness Club	120.55
Kennel Club	612.45
Maffra Agricultural Society	930.73
Maffra Football & Netball Club	10,000.00
Maffra Lions Club	163.64
Maffra Municipal Band	695.91
McKay Lease	272.73
McMillan Rockhounds	495.30
Poultry Club	450.27
Rotary Club	163.64
Total Rentals	15,530.80
Sale of Equipment	1,454.55
Water Usage	300.00
Wellington Shire	
Operating Grant	16,828.00
Total Wellington Shire	16,828.00
Total Income	41,644.40
Expense	
Audit	130.00
Bank Fees & Charges (Bendigo)	2.10
CFA Service	85.00
Cleaning	520.00
Cleaning Supplies (Milestone)	178.00
Drainage Project Planning Exp's	4,730.64
Electricity & Gas (Cannon)	200.00
Electricity & Gas (PowerDirect)	10,077.15
Fuel and Oil	
Tractor/ Ride-On (MG Trading)	1,090.72
Total Fuel and Oil	1,090.72
Maintenance (Maffra FNC)	364.09
Pest Control	654.55
Postage & Stationary (Aus Post)	353.64
Repairs and Maintenance	
(General)	83.97
Buildings (General)	29.27
Buildings (Glass & Glazing)	275.50
Buildings (Plumbing)	416.09
Equipment (Toilets)	815.27
Grounds (Brown Wigg)	168.73
Grounds (David Coridas)	2,340.09
Grounds (Grading & Gravel)	454.55
Grounds (Maffra Poly & Pumps)	739.15
Grounds (McCarthy Plumbers)	1,167.01
Grounds (Weed Killer)	104.55
Tractor / Ride On (Repairs)	4,071.09
Total Repairs and Maintenance	10,665.27

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12:15 PM

07/10/16

Accrual Basis

Maffra Recreation Reserve
Profit & Loss
July 2015 through June 2016

	Jul 15 - Jun 16
Waste Removal (Maffra Waste)	2,754.00
Water Rates (Gippsland Water)	2,215.38
Water Rates (SRW)	596.92
Total Expense	34,617.46
Net Income	7,026.94

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

Held Monday October 3rd, 2016

PRESENT: Cheryl Dowling, Mark Hewlitt, Matthew Coleman, Lisa Ogilvie and Jennifer Toma.

APOLOGIES: Paul Bourke, John Duncan, Vicki Hamilton, Paul Shelton.

Also attending Steve Bragg representing the East Gippsland Heritage Truck Club to give a report on the upcoming annual Heritage Truck show.

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

Truck show update- this will be the third annual show, will feature a miniature truck display and radio controlled trucks if suitable areas can be found. It was suggested that the Visitors Change rooms would be suitable for the display and the netball courts for the radio controlled trucks.

Daylight catering will be provided by the Rotary club (the Poultry Club pavilion has been hired) and the evening meal will be in the Function Centre with the bar open.

Steve told the Committee that monies raised from the previous shows are being donated towards a defibrillator for the Maffra Historical Society.

Club member, Terry Whelan, will bring in a load of gravel to improve the truck loading ramp in Blackies Paddock for safer truck loading and unloading (it was requested that this action please take place after the Maffra Show).

Steve asked if the Truck Club could have a representative on the Committee, this was agreed and an "Expression of Interest" was given to him.

MINUTES of the General meeting held on Monday September 5th, 2016 were read and received on the motion of C. Dowling and seconded by M. Coleman. **CARRIED**

BUSINESS ARISING:

- * LED tubes were installed in the "red line area" (Liquor Licence area at the value of \$6,000, 3yr replacement guarantee and safety certificate.

CORRESPONDENCE:

Outward: letters to committee members with meeting invitations and minutes

Inwards: Maffra CWA branch re safety of chairs in the meeting room. **ACTION** a number of chairs were thrown and it was suggested that in the future any damaged chairs be labelled for removal.

Flyer for the Truck Show

Correspondence read and received on the motion of J. Toma and seconded by C. Dowling. **CARRIED**

TREASURER'S REPORT:

The Treasurer presented the Financial Report.

Also to include a plumbing accounts for \$3,100.00 and \$370.

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

REPORTS:

Public report- M. Hewlitt told Committee that a member of the public had thanked him recently for the high standard of upkeep of the Maffra Recreation Reserve, that the Reserve is always neatly mown, and free of litter.

Harness Club - as tabled.

Agricultural Society- request for a spare "R-lock" for the Trade Pavilion ONLY for Show week.

A key register to be set-up for keys borrowed from Reserve Secretary and Football Club.

Follow up Paul Shelton re door repair.

Society to organise Reserve cleaner for cleaning duties

GENERAL BUSINESS:

ACTION - Secretary to send a letter of thanks to retiring Council representative, John Duncan, for his years of support to the Maffra Recreation Reserve.

Drainage- M. Coleman explained that a VASA grant has been applied for to alleviate the problem of drainage behind the cattle pavilion, \$9,500.

Meeting closed at 8.30pm.

Next meeting to be held on Monday November 7th, 2016, commencing at 7.30pm.

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

Held Monday November 7th, 2016

PRESENT: Irene Crockford, Kevin Christensen, Mark Hewlitt, Matthew Coleman,
V. Hamilton, Paul Bourke, Paul Shelton and Jennifer Toma.

APOLOGIES: Cheryl Dowling and Lisa Ogilvie.

NOTES of the meeting held on Monday October 3rd, 2016 were ratified by J. Toma and seconded by M. Coleman. **CARRIED**

BUSINESS ARISING:

The problem in the Function Centre's ladies toilets was caused by a malfunctioning pump.

CORRESPONDENCE:

Outward: letters to committee members with meeting invitations and minutes

Inwards: email from G.Hay re licence for the Function Centre, there was a discussion concerning the fees to be charged. **ACTION** Secretary to contact G. Hay and request guidance in this matter, also ask who the next Council representative will be. Correspondence read and received on the motion of V. Hamilton and seconded by K. Christensen. **CARRIED**

TREASURER'S REPORT:

The Secretary presented the Financial Report in the Treasurers absence.

There is still a problem concerning no contact person for the Poultry Club.

Secretary J. Toma moved and P. Bourke seconded that the Financial Report be received and accounts passed for payment. **CARRIED**

REPORTS:

Public report- L. Ogilvie requires the return of the keys loaned to Ag Soc Secretary as there is a function in the Centre next weekend.

Could the announcers speakers system please be turned off as it interferes with the audio system in the Function Centre.

Municipal Band- has booked the Reserve for Sunday December 18th, 2016 for their annual Carols by Candlelight.

Harness Club - nil.

Agricultural Society- weather was less than pleasant for the Show, as a consequence the main oval needs work, including sprinkler heads that are not retracting. Blackies Paddock needs major works before the Harness Club can use it again.

Attendances were affected by the conditions, financial result not yet available.

Saturday night program was restricted by shower activity.

Football/Netball Club- new proposal for the Home Changeroom, no structural work, it is the retrofitting of partitions. Plans provided. Committee to inquire if building permits are required. The cost including new carpet, approx \$10,000 with \$8,000 being provided "in kind".

MOTION- Moved K. Christensen that the Maffra Football/Netball Club seeks approval from the Maffra Recreation Reserve Committee of Management for the construction of partitioned rooms for the Home Changeroom. That work on these changes commence as soon as Council approves. Motion seconded by P. Bourke. **CARRIED**

GENERAL BUSINESS:

Drainage- there was a discussion as to what is to be done about this issue.

The tractor and mower upgrade it was decided to sell the tractor to raise funds.

The mower needs a service.

Meeting closed at 8.30pm.

Next meeting to be held on Monday December 5th, 2016, commencing at 7.30pm.

5:43 PM

16/06/14

Cash Basis

Maffra Recreation Reserve **Profit & Loss** October 2016

	Oct 16	Jul - Oct 16
Income		
Electricity contributions		
Maffra Agricultural Society	0.00	718.62
Maffra Football & Netball Club	1,820.48	1,820.48
Maffra Municipal Band	198.32	198.32
Total Electricity contributions	2,018.80	2,737.42
Hire of Reserve	90.91	136.36
Interest Received (Bendigo)	0.65	3.46
Rentals		
Camping (Kennel Club)	0.00	954.55
Casual (Motorhomes)	13.64	13.64
CWA	0.00	139.23
East Vic Pleasure Harness Club	0.00	120.55
Kennel Club	0.00	612.45
Maffra Agricultural Society	0.00	930.73
Maffra Football & Netball Club	2,500.00	2,500.00
Maffra Lions Club	0.00	163.64
Maffra Municipal Band	695.91	695.91
McKay Lease	0.00	272.73
McMillan Rockhounds	0.00	495.30
Rotary Club	0.00	163.64
Total Rentals	3,209.55	7,062.37
Total Income	5,319.91	9,939.61
Expense		
CFA Service	0.00	516.64
Cleaning	0.00	105.00
Cleaning Supplies (Milestone)	0.00	40.88
Electricity & Gas (Cannon)	0.00	200.00
Electricity & Gas (PowerDirect)	0.00	2,659.14
Fuel and Oil		
Tractor/ Ride-On (MG Trading)	0.00	291.02
Total Fuel and Oil	0.00	291.02
Postage & Stationary (Aus Post)	0.00	90.91
Remembrance Notices	30.09	30.09
Repairs and Maintenance		
Buildings (General)	0.00	206.91
Buildings (Plumbing)	245.68	365.68
Equipment (Hot water service)	0.00	133.64
Grounds (Bennett Electrical)	197.50	197.50
Grounds (David Coridas)	0.00	525.00
Grounds (McCarthy Plumbers)	2,820.32	2,820.32
Grounds (Murray Goulburn)	0.00	24.50
Tractor / Ride On (Repairs)	0.00	58.15
Total Repairs and Maintenance	3,263.50	4,331.70
Waste Removal (Maffra Waste)	0.00	540.00
Water Rates (SRW)	0.00	54.08
Total Expense	3,293.59	8,859.46
Net Income	2,026.32	1,080.15

5:34 PM
16/06/14

**Maffra Recreation Reserve
Reconciliation Summary**
Bendigo Bank - General Account, Period Ending 31/10/2016

	Oct 31, 16
Beginning Balance	20,444.53
Cleared Transactions	
Cheques and Payments - 7 items	-4,368.80
Deposits and Credits - 2 items	5,851.18
Total Cleared Transactions	1,482.38
Cleared Balance	21,926.91
Uncleared Transactions	
Cheques and Payments - 1 item	-217.25
Total Uncleared Transactions	-217.25
Register Balance as of 31/10/2016	21,709.66
Ending Balance	21,709.66

5:36 PM
16/06/14

**Maffra Recreation Reserve
Reconciliation Summary**
Bendigo Bank - Investment Acc., Period Ending 31/08/2016

	Aug 31, 16
Beginning Balance	13,033.05
Cleared Transactions	
Deposits and Credits - 1 item	1.10
Total Cleared Transactions	1.10
Cleared Balance	13,034.15
Register Balance as of 31/08/2016	13,034.15
New Transactions	
Deposits and Credits - 2 items	1.29
Total New Transactions	1.29
Ending Balance	13,035.44



D. URGENT BUSINESS



E. FURTHER GALLERY AND CHAT ROOM COMMENTS



F. CONFIDENTIAL ATTACHMENT/S

F. CONFIDENTIAL ATTACHMENT/S

ITEM F1.1

**AUDIT COMMITTEE MINUTES
(REFER TO ITEM C2.3 OF THIS AGENDA)**



WELLINGTON
SHIRE COUNCIL

The Heart of Gippsland

**ORDINARY COUNCIL MEETING
7 FEBRUARY 2017**

On this 17th day of January 2017, in accordance with Section 77 Clause (2)(c) of the *Local Government Act 1989*; I, Arthur Skipitaris (Delegate) declare that the information contained in the attached document **AUDIT COMMITTEE MINUTES 16 DECEMBER 2016** is confidential because it relates to the following grounds under Section 89(2) of the *Local Government Act 1989*:

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

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

**ITEM F1.2 2016-054 ROSEDALE FLYNN'S CREEK ROAD RECONSTRUCTION
FLYNN
(REFER TO ITEM C4.2 OF THIS AGENDA)**



**ORDINARY COUNCIL MEETING
7 February 2017**

On this day of 4 January 2017 in accordance with Section 77 Clause (2) (c) of *the Local Government Act 1989*; I, Chris Hastie General Manager Built and Natural Environment declare that the information contained in the attached document **ITEM 2016- 054 ROSEDALE FLYNN'S CREEK ROAD RECONSTRUCTION REPLACEMENT** is confidential because it relates to the following grounds under Section 89(2) of the *Local Government Act 1989*:

d) Contractual matters



Chris Hastie General Manager Built and Natural Environment

ITEM F1.3

**2016-061 COWWARR SEATON ROAD WIDENING
(REFER TO ITEM C4.3 OF THIS AGENDA)**



**ORDINARY COUNCIL MEETING
7 February 2017**

On this day of 30 November 2016, in accordance with Section 77 Clause (2) (c) of the *Local Government Act 1989*; I, Dean Morahan Acting General Manager Built and Natural Environment declare that the information contained in the attached document **ITEM 2016-061 COWWARR SEATON ROAD WIDENING** is confidential because it relates to the following grounds under Section 89(2) of the *Local Government Act 1989*:

d) Contractual matters



DEAN MORAHAN
Acting General Manager Built and Natural Environment

**ITEM F1.4 2016-046 REPLACEMENT OF TRENTON VALLEY BRIDGE TRENTON
VALLEY ROAD WON WRON
(REFER TO ITEM C4.5 OF THIS AGENDA)**



**ORDINARY COUNCIL MEETING
7 February 2017**

On this day of 30 November 2016, in accordance with Section 77 Clause (2) (c) of *the Local Government Act 1989*; I, Chris Hastie General Manager Built and Natural Environment declare that the information contained in the attached document **ITEM 2016- 046 TRENTON VALLEY ROAD WON WRON TRENTON VALLEY BRIDGE REPLACEMENT** is confidential because it relates to the following grounds under Section 89(2) of the *Local Government Act 1989*:

d) Contractual matters



Chris Hastie General Manager Built and Natural Environment

ITEM F1.5

**2016-065 PEARSON STREET MAFFRA RECONSTRUCTION
(REFER TO ITEM C4.6 OF THIS AGENDA)**



**ORDINARY COUNCIL MEETING
7 February 2017**

On this day of 30 November 2016, in accordance with Section 77 Clause (2) (c) of *the Local Government Act 1989*; I, Dean Morahan Acting General Manager Built and Natural Environment declare that the information contained in the attached document **ITEM 2016- 065 RECONSTRUCTION PEARSON STREET MAFFRA** is confidential because it relates to the following grounds under Section 89(2) of the *Local Government Act 1989*:

d) Contractual matters



**DEAN MORAHAN
Acting General Manager Built and Natural Environment**

**ITEM F1.6 MAFFRA RECREATION RESERVE COMMITTEE OF MANAGEMENT
MEMBERSHIP
(REFER TO ITEM C5.1 OF THIS AGENDA)**



**ORDINARY COUNCIL MEETING
7 FEBRUARY 2017**

On this 16 January 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 **MAFFRA RECREATION RESERVE COMMITTEE OF MANAGEMENT MEMBERSHIP** is confidential because it relates to the following grounds under Section 89(2) of the *Local Government Act 1989*:

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



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

G. IN CLOSED SESSION

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.