



**WELLINGTON**

SHIRE COUNCIL

*The Heart of Gippsland*

## **Council Meeting Agenda**

**Meeting to be held at**

**Council Chambers - Wellington Centre**

**Foster Street, Sale**

**Tuesday 2 July 2019, commencing at 3pm**

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# ORDINARY MEETING OF COUNCIL – 2 JULY 2019

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## Council Meeting Information

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*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:

2 JULY 2019

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**OBJECTIVE**

To adopt the minutes of the Ordinary Council Meeting of 18 June 2019.

**PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY**

**RECOMMENDATION**

***That Council adopt the minutes and resolutions of the Ordinary Council Meeting of 18 June 2019.***

**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:

2 JULY 2019

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ITEM	FROM MEETING	COMMENTS	ACTION BY
NIL			



## **A - PROCEDURAL**

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



## **A - PROCEDURAL**

### **A10 QUESTIONS ON NOTICE**



# B –REPORT

# DELEGATES



# C1 - REPORT

# CHIEF EXECUTIVE OFFICER



## C2 - REPORT

# GENERAL MANAGER CORPORATE SERVICES

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

DIVISION:

CORPORATE SERVICES

ACTION OFFICER:

GENERAL MANAGER CORPORATE SERVICES

DATE:

2 JULY 2019

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

**OBJECTIVE**

To report on all assembly of Councillor records received for the periods 10 April 2019 and 11 June 2019 to 26 June 2019.

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

***That Council note and receive the attached Assembly of Councillor records for the periods 10 April 2019 and 11 June 2019 to 26 June 2019.***

**BACKGROUND**

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

Below is a summary of all assembly of Councillor records received for the periods 10 April 2019 and 11 June 2019 to 26 June 2019.

**Assembly of Councillors summary of reports received for the period 10 April 2019, 11 June 2019 to 26 June 2019.**

<b>Date</b>	<b>Matters considered</b>	<b>Councillors and officers in attendance</b>
10 April 2019	SLUPP Agenda – 10 April 2019	Councillor McCubbin, Councillor Maher, Councillor Bye. John Websdale, General Manager Development Sam Pye, Coordinator Infrastructure Development Joshua Clydesdale, Manager Land Use Planning Barry Hearsey, Coordinator Strategic Planning Caragh Button, Strategic Planner Ben Proctor, Strategic Planner Dean Morahan, Manager Assets & Projects
11 June 2019	SLUPP Agenda – 11 June 2019	Councillor McCubbin, Councillor Maher Sam Pye, Coordinator Infrastructure Development Joshua Clydesdale, Manager Land Use Planning Paul Johnson, Manager Business Development Barry Hearsey, Coordinator Strategic Planning Caragh Button, Strategic Planner Ben Proctor, Strategic Planner Dean Morahan, Manager Assets & Projects
18 June 2019	IT / Diary Meeting	Councillor Bye, Councillor Crossley, Councillor Hole, Councillor McCubbin, Councillor Maher, Councillor Bye, Councillor Ripper, Councillor Stephens Arthur Skipitaris, Acting Chief Executive Officer Leah Carubia, Executive Assistant CEO Damian Norkus, ICT Operations Officer

18 June 2019		<p>Councillor Bye, Councillor Crossley, Councillor Hole, Councillor McCubbin, Councillor Maher, Councillor Ripper, Councillor Rossetti, Councillor Stephens.</p> <p>Arthur Skipitaris, Acting Chief Executive Officer Chris Hastie, General Manager Built &amp; Natural Environment Sharon Houlihan, General Manager Community &amp; Culture John Websdale, General Manager Development Phil Phillipou, Acting General Manager Corporate Services Tim Rowe, Manager Natural Environment &amp; Parks (Item 1 &amp; 2) Dean Morahan, Manager Assets &amp; Projects (Item 1) Nic Hall, Manager Leisure Services (Item 1) Mike McStephen, Coordinator Emergency Management (Item 2) John Tatterson, Manager Built Environment (Item 3) Zac Elliman, Coordinator Road Planning (Item 3) Karen McLennan, Manager Community Wellbeing (Item 4 &amp; 6) Bruce Smith, Coordinator Social Planning &amp; Policy (Item 4) Joshua Clydesdale, Manager Land Use Planning (Item 5 &amp; 8) Paul Johnson, Manager Business Development (Item 5, 10, 11 &amp; 12) Vanessa Ebsworth, Manager Municipal Services (Item 5) Barry Nicholl, Municipal Building Surveyor Coordinator (Item 5) John Traa, Coordinator Statutory Planning (Item 5) Tom Hams, Senior Statutory Planner (Item 5) Daniel Gall, Coordinator Commercial Property (Item 6 &amp; 11) Bodye Darvill, Coordinator Community Committees (Item 6) Liam Cole, Open Space Planning Officer (Item 7) Mark Coleman, Economic Development Officer (Item 9) Ashley Smirl, Visitor Economy and Events Coordinator (Item 12)</p>
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## OPTIONS

Council has the following options:

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

## **PROPOSAL**

That Council note and receive the attached assembly of Councillors records during the periods 10 April 2019 and 11 June 2019 to 26 June 2019.

## **CONFLICT OF INTEREST**

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

## **LEGISLATIVE IMPACT**

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

## **COUNCIL PLAN IMPACT**

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

Strategic Objective 6.3

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

Strategy 6.3.3

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

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

## ASSEMBLY OF COUNCILLORS

1. **DATE OF MEETING:** 10 April 2019

2. **ATTENDEES (list only names of Councillors and/or staff):**

### Councillors

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

### Officers In Attendance

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

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

Name	Item No.	Name	Item No.
Sam Pye	All	Ben Proctor	All
Josh Clydesdale	All	Dean Morahan	All
Barry Hearsey	All		
Caragh Button	All		

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

1. SLUPP Agenda – 10 April 2019

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

**No Conflicts of Interest Declared**

## ASSEMBLY OF COUNCILLORS

1. **DATE OF MEETING:** 11 June 2019

2. **ATTENDEES**

**Councillors**

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

**Officers In Attendance**

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

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

Name	Item No.	Name	Item No.
Sam Pye	All	Ben Proctor	All
Josh Clydesdale	All	Dean Monahan	All
Paul Johnson	All		
Caragh Button	All		

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

1. SLUPP Agenda – 11 June 2019

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

**No Conflicts of Interest Declared**

## ASSEMBLY OF COUNCILLORS

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1. **DATE OF MEETING:** 18 June 2019

2. **ATTENDEES**

**Councillors:**

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

Name	In attendance (tick)		Name	In attendance (tick)	
	Yes	No		Yes	No
D Morcom, CEO		✓	S Houlihan, GMCC		✓
C Hastie, GMB&NE		✓	J Websdale, GMD		✓
A Skipitaris, ( <i>Acting CEO</i> )	✓				

Others in attendance: (list names and item in attendance for)	Item No.
Leah Carubia, Damian Norkus	1

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

1. IT / Diary Meeting

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

Nil

## ASSEMBLY OF COUNCILLORS

1. **DATE OF MEETING:** 18 June 2019

2. **ATTENDEES**

**Councillors:**

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

Name	In attendance (tick)		Name	In attendance (tick)	
	Yes	No		Yes	No
D Morcom, CEO		✓	S Houlihan, GMCC	✓	
C Hastie, GMB&NE	✓		J Websdale, GMD	✓	
A Skipitaris, GMCS (actg. CEO)	✓		Phil Phillipou (actg. GMCS)	✓	

Others in attendance: (list names and item in attendance for)	Item No.
Chris Hastie, Tim Rowe, Dean Morahan, Nic Hall	1
Mike McStephen	2
John Tatterson, Zac Elliman	3
Karen McLennan, Bruce Smith	4
Joshua Clydesdale, Paul Johnson, Vanessa Ebsworth, Barry Nicholl, John Traa, Tom Hams & Daniel Gall	5
Karen McLennan, Bodye Darvill	6
Liam Cole	7
Joshua Clydesdale	8
Mark Coleman, <i>External Presenter (Carmel Henderson Engagement Coordinator Forest Reform Project (DELWP))</i>	9
Paul Johnson, <i>External Presenters (Andy Evan, Naomi Campbell, Erin Coldham &amp; Renee Vaitauer Star of the South Project)</i>	10
John Websdale, Paul Johnson, Daniel Gall	11
John Websdale, Paul Johnson, Ashley Smirl	12

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

1. Corporate Management Team Updates (Verbal)
2. Councils and Emergencies Project
3. Sale CBD Parking
4. Access to Mental Health Services across Wellington Shire
5. Development Division Update (*Verbal*)
6. Section 86 Committees Update
7. Maffra Streetscape Feedback
8. Planning Scheme Amendment C99 – Updated Flood Mapping (Verbal)
9. Regional Forest Agreement Modernisation Program
10. Star of the South Project update

11. EOI Purchase of Council Land – West Sale Airport
12. Destination Management Plan

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

**ITEM C2.2****AUDIT & RISK COMMITTEE MINUTES**

DIVISION: CORPORATE SERVICES  
 ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES  
 DATE: 2 JULY 2019

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

**OBJECTIVE**

To receive and note the minutes of the Audit & Risk Committee meeting held on 31 May 2019.

**RECOMMENDATION*****That:***

- 1. Council receive and note the minutes in brief (Attachment 1) and the confidential attachment at Item F1.1 Audit & Risk Committee Minutes of 31 May 2019; and**
- 2. The information contained in the confidential attachment Item F1.1 Audit & Risk Committee Minutes of 31 May 2019 of this Council meeting agenda and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the General Manager Corporate Services on 11 June 2019 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 & Risk Committee in accordance with Section 139 of the *Local Government Act 1989*. The Audit & Risk 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 & Risk Committee are reported direct to Council.

A copy of the minutes in brief from the Audit & Risk Committee meeting of 31 May 2019 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 & Risk Committee meeting of 31 May 2019; or
2. To seek further information and consider the minutes at a future meeting.

## **PROPOSAL**

To receive and note the minutes of the Audit & Risk Committee meeting held on 31 May 2019.

## **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 & Risk Committee is an Advisory Committee to Council and operates within the Terms of Reference and Charter adopted by Council.

The Audit & Risk Committee Terms of Reference require the minutes of the Audit & Risk Committee to be forwarded to an ordinary meeting of the Council, including a report explaining any specific recommendations and key outcomes. The Audit & Risk 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 & Risk Committee Terms of Reference requirements.

## **COUNCIL PLAN IMPACT**

The Council Plan 2017–2021 Theme 6 Organisational states the following strategic objective and related strategy:

Strategic Objective

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

Strategy 6.3.3

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

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

## **RISK MANAGEMENT IMPACT**

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

**AUDIT & RISK COMMITTEE MEETING MINUTES IN BRIEF –  
31 MAY 2019**

- Present:** Mr Chris Badger (Acting Chair)  
Ms Michelle Dowsett  
Councillor Alan Hall  
Councillor Garry Stephens
- In attendance:** Mr Arthur Skipitaris (General Manager Corporate Services)  
Mr Ian Carroll (Manager Corporate Finance)  
Mr Gordon Robertson (Crowe Horwath)  
Mr Mark Holloway (HLB Mann Judd) (via phone)  
Ms Louise Lambourn (Insurance/Return to Work Officer)  
Mrs Sheryl Saynor (Executive Support Officer)

1. **Welcome**
2. **Apologies** - Peter Craighead, David Morcom

3. **Closure of Meeting to Public:-**

***Councillor Hall/Michelle Dowsett***

***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**

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

5. **Adoption of Previous Minutes – 18 February 2019:-**

***Councillor Stephens/Michelle Dowsett***

***That the Committee adopt the minutes of the previous meeting held on 18 February 2019.***

**CARRIED**

6. **Action Items from Previous Minutes**

***Councillor Stephens/Michelle Dowsett***

***That the Audit & Risk 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 24 May 2019 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:***

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

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

**CARRIED**

**7. Audit Strategy for year ending 30 June 2019**

**Councillor Hall/Michelle Dowsett**

***That the Audit & Risk 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 24 May 2019 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:***

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

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

**CARRIED**

**23. Insurance Report**

**Councillor Stephens/Michelle Dowsett**

***That the Audit & Risk 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 24 May 2019 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**

**8. Strategic Internal Audit Plan**

**Councillor Stephens/Michelle Dowsett**

***That the Audit & Risk 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 24 May 2019 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. Internal Audit – Review of Building and Facilities Maintenance**

**Michelle Dowsett/Councillor Hall**

***That the Audit & Risk 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 24 May 2019 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**

**Michelle Dowsett/Councillor Stephens**

**That the Audit & Risk 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 24 May 2019 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. Status of Audit Recommendations**

**Councillor Hall/Councillor Stephens**

**That the Audit & Risk 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 24 May 2019 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. VAGO Performance Audit: Fraud and Corruption Control – Part 2**

**Councillor Stephens/Councillor Hall**

**That the Audit & Risk 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 24 May 2019 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:**

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

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

**CARRIED**

## **12. Ombudsman's Request for Information – Ninety Mile Beach Subdivision**

**Councillor Stephens/Councillor Hall**

**That the Audit & Risk 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 24**

**May 2019 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:**

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

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

**CARRIED**

**13. IBAC Review of integrity frameworks in six Victorian Councils**

**Michelle Dowsett/Councillor Hall**

**That the Audit & Risk 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 24 May 2019 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. Changes to Accounting policies/Accounting Standards**

**Councillor Hall/Michelle Dowsett**

**That the Audit & Risk 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 24 May 2019 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. Draft Council Plan**

**Councillor Hall/Michelle Dowsett**

**That the Audit & Risk 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 24 May 2019 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. Draft 2019/20 Budget

**Councillor Stephens/Councillor Hall**

***That the Audit & Risk 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 24 May 2019 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. Information Services Update

**Michelle Dowsett/Councillor Hall**

***That the Audit & Risk 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 24 May 2019 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:***

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

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

**CARRIED**

18. Evaluation of Audit & Risk Committee Performance

**Michelle Dowsett/Councillor Stephens**

***That the Audit & Risk 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 24 May 2019 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:***

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

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

**CARRIED**

19. Financials, Council Plan Highlights and Progress of Major Initiatives and Initiatives

**Councillor Stephens/Michelle Dowsett**

***That the Audit & Risk 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 24***

**May 2019 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:**

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

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

**CARRIED**

**20. Fraud Report**

**Councillor Stephens/Michelle Dowsett**

**That the Audit & Risk 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 24 May 2019 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. Excessive Staff Leave**

**Councillor Stephens/Michelle Dowsett**

**That the Audit & Risk 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 24 May 2019 because it relates to the following grounds under Section 89(2) of the Act:**

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

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

**CARRIED**

**22. Current Key Risk Matters**

**Councillor Stephens/Councillor Hall**

**That the Audit & Risk 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 24 May 2019 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**

**23. Insurance Report**

This report was dealt with following Item 7.

**24. Register of Commissioned Reports**

***Councillor Stephens/Councillor Hall***

***That the Audit & Risk 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 24 May 2019 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**

**25. General Business**

Nil

**26. Rotating Assessment of and Feedback on Meeting**

**THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 4.17PM.**



## C3 - REPORT

# GENERAL MANAGER DEVELOPMENT



## C4 - REPORT

# GENERAL MANAGER BUILT AND NATURAL ENVIRONMENT

**ITEM C4.1****McMILLAN CRESCENT YARRAM SPECIAL CHARGE STREET CONSTRUCTION SCHEME - FINAL COST CERTIFICATE**

DIVISION: BUILT AND NATURAL ENVIRONMENT

ACTION OFFICER: MANAGER ASSET AND PROJECTS

DATE: 2 JULY 2019

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

**OBJECTIVE**

The objective of this report is to present to Council for consideration, the Final Cost Certificate for the McMillan Crescent Special Charge Street Construction Scheme – Scheme No 1703.

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

- 1. Council adopts the Final Cost Certificate for the McMillan Crescent Special Charge Street Construction Scheme – Scheme No 1703; and**
- 2. Council Officers prepare the final apportionment amounts due from property owners for the McMillan Crescent Special Charge Street Construction Scheme – Scheme No 1703 based on the initial estimated cost of \$74,000.**

**BACKGROUND**

At its meeting on 21 November 2017, Council resolved to give notice of the intention to declare the Special Charge Street Construction Scheme for the pavement sealing and footpath construction of McMillan Crescent and Commercial Street south of Duke Street in Yarram. There was one submission received for the proposed scheme and after consideration Council resolved to declare the Special Charge Scheme at its 20 March 2018 meeting and to serve a notice on all affected property owners.

The tender for the pavement sealing and footpath construction was undertaken simultaneously with the road, kerb and channel and nature strip tree renewal works to obtain economies of scale and provide the best value to Council and the scheme participants. The contract for the road construction works was awarded under delegation on 5 November 2018 and the works were undertaken and practical completion was achieved on 14 May 2019.

The contract amount entered into with MC Civil & Landscaping Pty Ltd was \$363,282.00 for the rehabilitation works and Special Charge Street Construction Scheme works and with approved variations the amount increased to \$369,550.76. Nature strip tree removal was undertaken at a cost of \$18,800. The total cost including tendering costs of \$288.33 produced an overall final cost of \$388,639.08 (all figures are ex GST). Staff overhead and internal design costs have not been included.

Under the provisions of section 166 of the *Local Government Act 1989*, Council may vary the special charge to be paid, although if the increase is an amount equal to or greater than 10% of the estimated declared cost then a further declaration would need to be made. The estimated cost of the scheme was \$74,000 and the overall final cost of the scheme components was \$79,507, an increase of \$5,507 or 7.4% over the estimated costs.

The final cost per property for the scheme was either \$1,719.07 or \$859.54 which would increase costs by either \$119.07 or \$59.54 per property if the additional costs are recovered.

A final cost certificate has been prepared for the scheme and is shown in **Attachment 1**.

## **OPTIONS**

Council have the following options available:

1. Accept the final cost certificate as presented and apportion the costs based on the original estimated cost; or
2. Accept the final cost certificate as presented and apportion the costs based on the final overall cost; or
3. Not accept the final cost certificate as presented.

## **PROPOSAL**

That

1. Council adopts the Final Cost Certificate for the McMillan Crescent Special Charge Street Construction Scheme – Scheme No 1703; and
2. Council Officers prepare the final apportionment amounts due from property owners for the McMillan Crescent Special Charge Street Construction Scheme – Scheme No 1703 based on the initial estimated cost of \$74,000.

## **CONFLICT OF INTEREST**

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

## **FINANCIAL IMPACT**

Council may under the provisions of section 166 of the *Local Government Act 1989* vary the liability of any property owner to pay the special charge. Where the special charge increase is equal to or greater than 10%, Council must also comply with subsections (1A), (1B) and (1C) of section 163 of the Act and redeclare the scheme which is not required in this instance.

The financial impact of adopting the Final Cost Certificate as detailed, is that property owners will not be liable for an amount above the estimated costs initially provided. The Council contribution for this project is being funded through the Federal Government's Roads to Recovery program and this proposal will increase the Council contribution from the estimated \$44,400 to \$49,907.

## **COMMUNICATION IMPACT**

The adoption of the recommendation is likely to have no impact as the apportioned cost will equal the estimated cost.

## **LEGISLATIVE IMPACT**

This scheme was been prepared in accordance with Section 163, 163A, 163B of the *Local Government Act 1989*. Notification will be in accordance with Sections 163 and 223 of the *Local Government Act 1989*.

## **COUNCIL POLICY IMPACT**

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

## **RESOURCES AND STAFF IMPACT**

The scheme has been undertaken using the resources of the Assets & Projects department. Staff from the Finance department will be responsible for serving accounts on property owners.

## **ENGAGEMENT IMPACT**

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

- Information letter advising property owners of street works proposal 11 August 2017
- Public meeting held at Yarram, 13 September 2017
- Mail out survey of all property owners, 14 September 2017
- Follow up phone calls and emails requesting replies to the survey.
- Public Notice of Intention to Declare advertised in local newspapers on 28 November 2017 and 29 November 2017.
- Copy of Public Notice mailed to property owners liable to pay on 28 November 2017.
- Letter mailed to property owners on 26 March 2018 advising the scheme has been declared including a Notice of Levy.
- Letter mailed to property owners on 7 June 2018 advising tenders are being sought.

**WELLINGTON SHIRE COUNCIL**  
**MCMILLAN CRESCENT SPECIAL CHARGE STREET CONSTRUCTION**  
**SCHEME**

**SCHEME No. 1703**

**FINAL COST CERTIFICATE**

Project : McMillan Crescent Special Charge Street Construction Scheme.  
Scheme No: 1703  
Commencement date: 20/03/2018  
Completion date (works): 14/05/2019  
Estimated cost of scheme: \$74,000.00  
**Final cost of scheme: \$79,507.00**

Variation between estimated cost and final cost:	7.4% increase
Council contribution to scheme as property owner:	\$ 0.00
Council contribution to scheme - public benefit:	\$ 47,704.20
Property owner contribution to scheme:	\$ 31,802.80
<b>Total</b>	<b>\$ 79,507.00</b>

Prepared by: Tilo Junge, Infrastructure Planner  
Approved by: Dean Morahan, Manager Assets & Projects  
Adopted by Council: .....

**ITEM C4.2****RIVERVIEW ROAD WURRUK SPECIAL CHARGE STREET CONSTRUCTION SCHEME - FINAL COST CERTIFICATE**

DIVISION: BUILT AND NATURAL ENVIRONMENT  
 ACTION OFFICER: MANAGER ASSET AND PROJECTS  
 DATE: 2 JULY 2019

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

**OBJECTIVE**

The objective of this report is to present to Council for consideration, the Final Cost Certificate for the Riverview Road Special Charge Street Construction Scheme – Scheme No 1702.

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

*That*

- 1. Council adopts the Final Cost Certificate for the Riverview Road Special Charge Street Construction Scheme – Scheme No 1702; and**
- 2. Council Officers prepare the final apportionment amounts due from property owners for the Riverview Road Special Charge Street Construction Scheme – Scheme No 1702 based on the initial estimated cost of \$185,000.**

**BACKGROUND**

At its meeting on 21 November 2017, Council resolved to give notice of the intention to declare the Special Charge Street Construction Scheme for the construction of Riverview Road in Wurruk. As no submissions were received for the proposed scheme, Council resolved to declare the Special Charge Scheme at its 20 March 2018 meeting and to serve a notice on all affected property owners.

The initial estimated cost of the scheme was \$185,000. The project was subsequently designed and tendered and a contract was awarded under delegation on 5 November 2018 and the works being undertaken and practical completion was achieved on 21 May 2019.

The contract amount entered into with Eastern Constructions Pty Ltd was \$256,211.00 with final costs being \$254,341.03 (due to positive and negative variations), along with tendering costs of \$273.11 producing an overall final scheme cost of \$254,614.14 (all figures are ex GST). Staff overhead and design costs have not been included as part of the scheme.

Under the provisions of section 166 of the *Local Government Act 1989*, Council may vary the special charge to be paid, although if the increase is an amount equal to or greater than 10% of the estimated declared cost then a further declaration would need to be made. The estimated cost of this scheme components was \$185,000 and the overall final cost of the scheme components was \$254,614.14, an increase of \$69,614.14 or 37.6% over the estimated costs.

The increase in costs can be attributed to the revised design from the initial concept. The road design in this location presented challenges in providing the required road width and also required sealing of the shoulder on the north side and full length kerb and channel on the south side.

The estimated cost per property for the scheme ranged from \$3,830 to \$9,803 and full cost recovery would increase the amounts from \$1,441 through to \$3,689 per property.

A final cost certificate has been prepared for the scheme and is shown in **Attachment 1**.

## **OPTIONS**

Council have the following options available:

1. Accept the final cost certificate as presented and apportion the costs based on the original estimated cost; or
2. Accept the final cost certificate as presented and apportion the costs based on the final overall cost; or
3. Not accept the final cost certificate as presented.

## **PROPOSAL**

That

1. Council adopts the Final Cost Certificate for the Riverview Road Special Charge Street Construction Scheme – Scheme No 1702; and
2. Council Officers prepare the final apportionment amounts due from property owners for the Riverview Road Special Charge Street Construction Scheme – Scheme No 1702 based on the initial estimated cost of \$185,000.

## **CONFLICT OF INTEREST**

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

## **FINANCIAL IMPACT**

Council may under the provisions of section 166 of the *Local Government Act 1989* vary the liability of any property owner to pay the special charge. Where the special charge increase is equal to or greater than 10%, Council must also comply with subsections (1A), (1B) and (1C) of section 163 of the Act and redeclare the scheme which would not be required in this instance if the recommendation is adopted.

The financial impact of adopting the Final Cost Certificate as detailed, is that property owners will not be liable for an amount above the estimated costs initially provided. The Council contribution for this project is being funded through the Federal Government's Roads to Recovery program and this proposal will increase the Council contribution from the estimated \$127,192 to \$189,669.

### **COMMUNICATION IMPACT**

The adoption of the recommendation is likely to have no impact as the apportioned cost will equal the estimated cost.

### **LEGISLATIVE IMPACT**

This scheme was been prepared in accordance with Section 163, 163A, 163B of the *Local Government Act 1989*. Notification will be in accordance with Sections 163 and 223 of the *Local Government Act 1989*.

### **COUNCIL POLICY IMPACT**

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

### **RESOURCES AND STAFF IMPACT**

The scheme has been undertaken using the resources of the Assets & Projects department. Staff from the Finance department will be responsible for serving accounts on property owners.

### **ENGAGEMENT IMPACT**

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

- Discussions between property owners and Council staff during 2016 & 2017
- Information letter advising property owners of street works proposal 9 June 2017
- Public meeting held at Wurruk, 29 June 2017
- Mail out survey of all property owners, 4 July 2017
- Follow up phone calls, emails and door knocking requesting replies to the survey.
- Public Notice of Intention to Declare advertised in a local newspaper on 28 November 2018.
- Copy of Public Notice mailed to property owners liable to pay on 28 November 2018
- Letter mailed to property owners on 27 March 2018 advising the scheme has been declared including a Notice of Levy.
- Letter mailed to property owners on 5 September 2018 advising tenders are being sought.

**WELLINGTON SHIRE COUNCIL  
RIVERVIEW ROAD SPECIAL CHARGE STREET CONSTRUCTION  
SCHEME**

**SCHEME No. 1702**

**FINAL COST CERTIFICATE**

Project : Riverview Road Special Charge Street Construction Scheme.  
Scheme No: 1702  
Commencement date: 20/03/2017  
Completion date (works): 21/05/2019  
Estimated cost of scheme: \$185,000.00  
**Final cost of scheme: \$254,614.14**

Variation between estimated cost and final cost:	49.1% increase
Council contribution to scheme as property owner:	\$ 22,284.78
Council contribution to scheme - public benefit:	\$ 152,768.49
Property owner contribution to scheme:	\$ 79,560.87
<b>Total</b>	<b>\$ 254,614.14</b>

Prepared by: Tilo Junge, Infrastructure Planner  
Approved by: Dean Morahan, Manager Assets & Projects  
Adopted by Council: .....

**ITEM C4.3****PLACE NAMES COMMITTEE - MINUTES**

DIVISION: BUILT &amp; NATURAL ENVIRONMENT

ACTION OFFICER: MANAGER ASSETS &amp; PROJECTS

DATE: 2 JULY 2019

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

**OBJECTIVE**

The purpose of this report is for Council to receive the minutes from the Place Names Committee meeting held on 28 May 2019.

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

That:

1. ***Council receive and note the minutes of the Place Names Committee meeting held on 28 May 2019.***
2. ***The name MCCANN be added to the Council Approved Road Names Register for the proposed service road into Kilmany as part of the duplication of the highway.***
3. ***That the name FITZPATRICK COURT be used for the subdivision off River Street, Heyfield, named after brothers Samuel and Theodore who were born in Heyfield. Samuel was awarded the Military Cross and Theodore was awarded the Military Medal.***
4. ***The Place Names Committee accept the following names for a subdivision in Stratford MOLLER, MCLEOD, SUMMERS and WILLETT as they have connections to the Stratford locality as well as HARDY, WILLIAMS and STONE who are also prominent ANZACS from the area.***
5. ***That the name FOARDS LANE be used for the unnamed laneway running north from Macalister Street, Sale along the western boundary of the Sale College.***
6. ***The following ANZAC names ABERCROMBIE, ADAMS, ANKETELL, BARNES, BAUM, BINGHAM, BREHENY, CARR, COLLIER, DAYMOND, DONALDSON, FRENCH, FURNESS, GIBBS, GRAHAM, GRIBBLE, HANSEN, HARDIE, HAZLETT, HEYNE, HONEY, KERR, KLIENE, MARRETT, MCDONALD, PINCH, STEPHEN, STEMINGER, TAIT, TREADWELL, WALTERS, WAROCK, WILLMAN, WOODHOUSE AND WOOLLARD be added to the Council Approved Road Names Register for various areas within the municipality.***

## **BACKGROUND**

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

## **OPTIONS**

Council have the following options available:

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

## **PROPOSAL**

That:

1. Council receive and note the minutes of the Place Names Committee meeting held on 28 May 2019.
2. The name MCCANN be added to the Council Approved Road Names Register for the proposed service road into Kilmany as part of the duplication of the highway.
3. That the name FITZPATRICK COURT be used for the subdivision off River Street, Heyfield, named after brothers Samuel and Theodore who were born in Heyfield. Samuel was awarded the Military Cross and Theodore was awarded the Military Medal.
4. The Place Names Committee accept the following names for a subdivision in Stratford, MOLLER, MCLEOD, SUMMERS and WILLETT as they have connections to the Stratford locality as well as HARDY, WILLIAMS and STONE who are also prominent ANZACS from the area.
5. That the name FOARDS LANE be used for the unnamed laneway running north from Macalister Street, Sale along the western boundary of the Sale College.
6. The following ANZAC names ABERCROMBIE, ADAMS, ANKETELL, BARNES, BAUM, BINGHAM, BREHENY, CARR, COLLIER, DAYMOND, DONALDSON, FRENCH, FURNESS, GIBBS, GRAHAM, GRIBBLE, HANSEN, HARDIE, HAZLETT, HEYNE, HONEY, KERR, KLIENE, MARRETT, MCDONALD, PINCH, STEPHEN, STEMINGER, TAIT, TREADWELL, WALTERS, WAROCK, WILLMAN, WOODHOUSE AND WOOLLARD be added to the Council Approved Road Names Register for various areas within the municipality.

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

## **COMMUNITY IMPACT**

The process for the naming or changing of a road name will be followed by contacting the Office of Geographic Names where emergency services are notified and relevant databases are updated.



**WELLINGTON**  
SHIRE COUNCIL  
*The Heart of Gippsland*

## **PLACE NAMES COMMITTEE (PNC)**

**MEETING 28 MAY 2019**

**AT 1.00 PM**

**MACALISTER RIVER ROOM**

## **AGENDA**

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### **ATTENDEES:**

**Councillor Darren McCubbin  
Councillor Gayle Maher  
Councillor Scott Rossetti  
Dean Morahan (Manager Assets & Projects)  
Sandra Rech (Coordinator Asset Management)  
James Blythe (GIS Officer)  
Leah Hepworth (Asset Management Systems Officer)**

**MEETING OPENING: 1.00PM  
CONFLICT OF INTEREST: Nil  
APOLOGIES: Nil**

- 1.0 CONFIRMATION OF MINUTES FROM PREVIOUS MEETING**  
**Councillor Maher and Councillor McCubbin**  
**That the minutes of the previous Place Names Committee meeting on**  
**26 February 2019 be accepted.**

**CARRIED**

**2.0 CURRENT ISSUES**

**2.1 Street addressing issues, Earl Street, Woodside**

There are several issues regarding Earl Street, Woodside (see attached). The street numbering is not consistent and the constructed road segments are not contiguous.

It was moved at the May 2016 Place Names Committee meeting that a letter be sent to the Yarram Historical Society, Woodside Cemetery Trust and Woodside Primary School asking for road name submissions with a connection to the Woodside area and that Councillors arrange a road trip to visit the area.

Suggested names:

- Brennan – large property owner in Woodside
- Collins – large property owner in Woodside and local hotelier
- Buntine – prominent settler in the district. His wife gave birth to the first child born in Gippsland.

It was moved at 8 August 2017 Place Names Committee meeting that the proposed names BRENNAN, COLLINS and BUNTINE be considered, along with the name LEAR from the ANZAC Commemorative Project; and

That the Committee visit the Woodside area to view the roads.

It was moved at 14 November 2017 Place Names Committee meeting that the section of Earl Street east of High Street and ending at Queen Street, remain named as EARL STREET; and

That the trafficable section of Earl Street west of High Street, Woodside, be renamed BUNTINE ROAD after a prominent settler in the district; and

That the section of Earl Street north of Victoria Street be renamed LEAR LANE after Eric Nightingale Lear, who died in France during the First World War and is commemorated on the Won Wron State School honour roll; and

That all properties accessing these sections of road be advised of this proposal and that it be advertised and that if no negative response is received within 30 days then apply to the Registrar of Geographic Names to formalise these names.

Letters were sent to the affected residents and one letter of objection has been received. See attachment.

It was moved at 27 February 2018 Place Names Committee meeting that

- (i) Apply to the Registrar of Geographic Names for the trafficable section of Earl Street west of High Street to be renamed Buntine Road; and
- (ii) The section of Earl Street north of Victoria Street be renamed Lear Lane; and
- (iii) Letters be sent to affected property owners outlining the history behind the names selected.

On 20 March 2018, Council endorsed the above and the names were submitted to the Office of Geographic Names and are awaiting approval.

It was moved at 8 May 2018 Place Names Committee meeting that a letter be sent to the objector advising of the appeals process of the Office of Geographic Names as outlined in the Naming Rules for Places in Victoria and that this item remains open.

A letter was sent to the objector advising of the appeals process. The Office of Geographic Names have received a letter of appeal and no further advice has been received.

It was moved at 14 August 2018 Place Names Committee meeting that this item remains open.

Correspondence was received from Geographic Names Victoria and in response at the November 2018 Place Names Committee meeting it was decided that Councillor McCubbin and Councillor Maher make contact with local historians for further information and at the February 2019 Place Names Committee meeting that this item remains open.

**It was moved:  
Councillor Maher and Councillor McCubbin**

**That the Place Names Committee write to Geographic Names Victoria to reaffirm the decision to rename the trafficable section of Earl Street west of High Street, Woodside, BUNTINE ROAD after a prominent settler in the district.**

**Place Names Committee have conducted extensive research with local historians and cannot find any information that supports the claims in the appeal.**

**CARRIED**

## **2.2 Request to name a proposed service road into Kilmany following the highway duplication.**

A request has been received from VicRoads to rename the section of the highway which will become a service road into Kilmany following the duplication of the highway.



Suggestions from VicRoads are Kilmany Way, McCann Way and Soldier Settlement Way. Some ANZAC names associated with Kilmany area:

- Francis OAKLEY – a returned soldier; occupation was a labourer and address recorded as Kilmany South when he enlisted
  - Walter Patrick O'KEEFFE – lost soldier; worked at Kilmany sawmill when he enlisted.
- Other names that may not meet duplicate/similar name criteria:
- John Thomas CRICK – lost soldier (similar name CRICKET in Rosedale and Cowwarr, and similar name CROOKS in Kilmany); occupation was a labourer and address recorded as Kilmany South when he enlisted
  - George WEST – returned soldier (numerous existing road names containing WEST); was a gardener at Kilmany Park

It was moved at 27 February 2018 Place Names Committee meeting that this item remains open and that further historical information be collected regarding the ANZAC names and other local naming suggestions.

It was moved at 8 May 2018 Place Names Committee meeting that

a letter be sent to [REDACTED] outlining this rare opportunity to name a road in Kilmany and seek comments on an appropriate name. The response was that the community had preferred the name McCann Drive during the VicRoads consultation.

It was moved at 14 August 2018 and subsequent Place Names Committee meetings that this item remains open.

**It was moved:**

**Councillor McCubbin and Councillor Maher**

**That the Place Names Committee approves the name McCann (after prominent settlers in the district) to be placed on Councils Approved Road Name Register for the proposed service road into Kilmany as part of the duplication of the highway and that this item be closed.**

**CARRIED**

### 2.3 Request to name a new road in a subdivision in Heyfield

A request has been received to name a new road in a subdivision in Heyfield



The developer has nominated the name Bella after Bella Clarke.

*"Bella Clark was the last person to live in the old house that was on site.*

*She was a very passionate supporter of the Heyfield Football Club, and I was a Pall bearer at her funeral. [REDACTED] used to mow her lawns and he was her favourite [REDACTED]*

*[REDACTED] kept their horses on this site when they weren't driving cattle all over the place. From what I can determine the Clark house was here for 100 years".*

It was moved at the November 2018 Place Names Committee meeting that a letter be written to the proponent with a list of suggested names for the proposed subdivision from Councils Approved Road Name Register for consideration.

Further information has been provided to support the name Bella (see attached). It was moved at the February 2019 Place Names Committee meeting that a letter be sent to the Developer, along with a copy of the naming guidelines from Geographic Names Victoria and Council's Approved Road Name Register, requesting that a suitable name be proposed in accordance with naming guidelines. If a suitable name is not proposed by the Developer, then the Place Names Committee will nominate a name from the Approved Road Name Register.

Place Names Committee have received a further submission regarding this proposal. See attachments for letter of support.

**It was moved:**

**Councillor McCubbin and Councillor Maher**

**That the Place Names Committee re affirms that a first name will not be used for this road and that the name Clarke is already recognised in the Heyfield district.**

**It is recommended that the road be named FITZPATRICK Court, named after the ANZAC soldiers, brothers Samuel and Theodore Fitzpatrick who were born in Heyfield. Samuel was awarded the Military Cross and Theodore was awarded the Military Medal.**

**CARRIED**

## **2.4 Update from Aboriginal Naming Workshop**

Actions from the day.

- By National Reconciliation week 2019 have one road, feature or locality named using Aboriginal language.
- Add naming to Reconciliation Action Plan
- Approach Traditional Owners - write to them and ask for a list of:
  - Offensive names
  - Generic use names
  - Important sites for traditional owners that could be assigned an Aboriginal language

It was moved at the November 2018 Place Names Committee meeting that a letter be written to the Registered Aboriginal Parties asking for suggested names to be considered for Councils Approved Names Register. A response has not yet been received.

It was moved at the February 2019 Place Names Committee meeting that this item remains open.

**It was moved:**

**Councillor McCubbin and Councillor Maher**

**That this item been closed.**

**CARRIED**

## **2.5 Request to name a road after family name Olsson**

A request has been submitted to name a road after the family name Olsson (see attached). It was moved at the February 2019 Place Names Committee meeting that a letter be sent to the Sale and District Historical Society to validate the information submitted by proponent. Place Names Committee have received a reply from Sale and District Historical Society. A response has been received (see attached).

**It was moved:**

**Councillor McCubbin and Councillor Maher**

**That the Place Names Committee writes to the proponent declining the proposed name be added to Councils Approved Road Name Register at this time due to insufficient evidence to support the application.**

**CARRIED**

**2.6 Request to investigate the spelling of the name Polocross Lane, Fulham**

A request has been received regarding the spelling of Polocross Lane, Fulham. Polocross Lane is spelt without an 'e' in VicNames, however, the sport is spelt 'polocrosse'. There are 4 properties in Polocross Lane. It was moved at the February 2019 Place Names Committee meeting that a letter be sent to the property owners in Polocross Lane stating that if there are no objections to the proposal then the Committee will follow up on the process to change the spelling.

As there were no negative responses from the affected residents, a successful application was lodged with Geographic Names Victoria and the road name has been changed.

**It was moved:  
Councillor McCubbin and Councillor Maher**

**That this item be closed**

**CARRIED**

**2.7 Change Lawrence Street sign/name to Port Albert -Tarraville Road all the way through**

A request has been submitted to change the Lawrence Street sign/name to Port Albert – Tarraville Road all the way through, with the requestor advising that people are getting lost looking for Port Albert Tarraville road because of the signage.

A request was received in 2013 to consider changing the name of Lawrence Street along with some other streets in the Port Albert area and after consideration it was decided to leave the road names as they currently stand.

It was moved at the February 2019 Place Names Committee meeting that Geographic Names Victoria is consulted regarding the renaming of the road extension and approval sought for the road name duplication. A response to this request has not yet been received.

**It was moved:  
Councillor Maher and Councillor McCubbin**

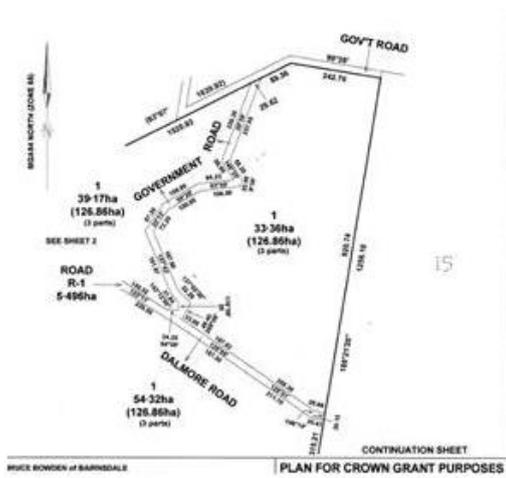
**That this item remains open**

**CARRIED**

**GENERAL BUSINESS**

**3.1 Government Road off Dalmore Road Dargo**

There is a road that is being formally created as part of the Dalmore Road, Dargo road exchange and part of this road is incorrectly shown on plans as Government Road which will not be accepted by the Titles Office.



Plan showing name that was not approved by Titles Office



**It was moved:  
Councillor Maher and Councillor McCubbin**

**That a letter be sent to GLAWAC to seek an appropriate cultural name to the Dargo area before the next meeting.**

**CARRIED**

### **3.2 Potential names for subdivision in Stratford area**

A request has been submitted to the Place Names Committee for suitable names to be approved to be used in a proposed subdivision in Stratford.

The following are the proposed names along with notes sourced from the Wellington Shire Heritage Network.

Crown Grantees:

- Dennis - not on ANZAC database for Stratford (Nambrok only)
- Barker - not on ANZAC database
- Boddington - not on ANZAC database

The names of the fallen soldiers are as follows: -

- Costello (Sale area)
- Dolting (Avon Shire – no background details have been found on the individual, requires further research)
- Guy (2 soldiers: one associated with Maffra/Crooked River; the other from Dargo for whom no background information is available)
- Maxwell Already listed on Approved Road Name Register (Maffra, Stratford)
- Moller 4 brothers, 1 of which was lost. Lost brother associated with Stratford & Glengarry, the others with Glengarry only
- Meldrum 1 soldier associated with Sale (no background details available), the other The Heart. Both lost.
- McLeod There is a MacLeod associated with Meerlieu (lost). MacLeod listed on Approved Road Name Register for Rosedale (WW2 pilot)
- Napper 4 soldiers associated with Sale/Myrtlebank area; 2 lost, 2 returned
- Patterson needs more research; 3 or 4 from Sale, 2 with no background info; 1 from Dargo and 1 from Avon Shire, neither with background
- Summers 2 soldiers Stratford area - one lost, the other returned
- Willett associated with Stratford area (lost)

**It was moved:**

**Councillor McCubbin and Councillor Maher**

**That the Place Names Committee accept the following names from the above list Moller, McLeod, Summers and Willett as they have connections to the Stratford locality as well as Hardy, Williams and Stone who are also prominent ANZACS from the area.**

**CARRIED**

### 3.3 Unnamed laneway off Macalister Street Sale

A request has been made to formally name the laneway off Macalister Street Sale that runs along the western boundary of the Sale Secondary College and is informally known as the Technical School Lane or Foards Lane. A report will be presented to Council shortly where a land exchange is proposed that will formally transfer this laneway into council ownership. The lane is currently maintained by Wellington Shire Council. Insert image:

**PROPOSED ROAD DISCONTINUANCE, ROAD DEVIATION TO FORMALISE THE CREATION OF THE ROAD (LANEWAY) OFF MACALISTER STREET, SALE**



- PASSAGWAY TO BE DISCONTINUED
- ROAD & PASSAGWAY TO BE DEVIATED
- DEVIATED ROAD & PASSAGWAY (ROAD TO BE CREATED)

**It was moved:  
Councillor Rossetti and Councillor McCubbin**

**That the Place Names Committee recommend that the lane be named after its locally known name Foards Lane be adopted and apply to Geographic Names Victoria to formalise that name.**

**CARRIED**

**3.4 Potential ANZAC names for Approved Road Name Register**

In order to increase the names on the Approved Road Name Register and further to the work conducted by the Wellington Heritage Network the attachment has a list of names that are associated with the more populous areas of the shire and where soldiers have received a military award.

**It was moved:**

**Councillor Maher and Councillor Rossetti**

**That the committee adopt the Anzac names submitted and be included on Council's Approved Road Name Register and write to the Wellington Shire Heritage Network to recognise, acknowledge and commend them on their work in research these ANZAC names.**

**CARRIED**

**4.0 NEXT MEETING**

13 August 2019 at 2.00 pm, Macalister Room

**5.0 CLOSE 1:40 pm**

## Attachment for Item 2.1

### Earl Street, Woodside

#### History:

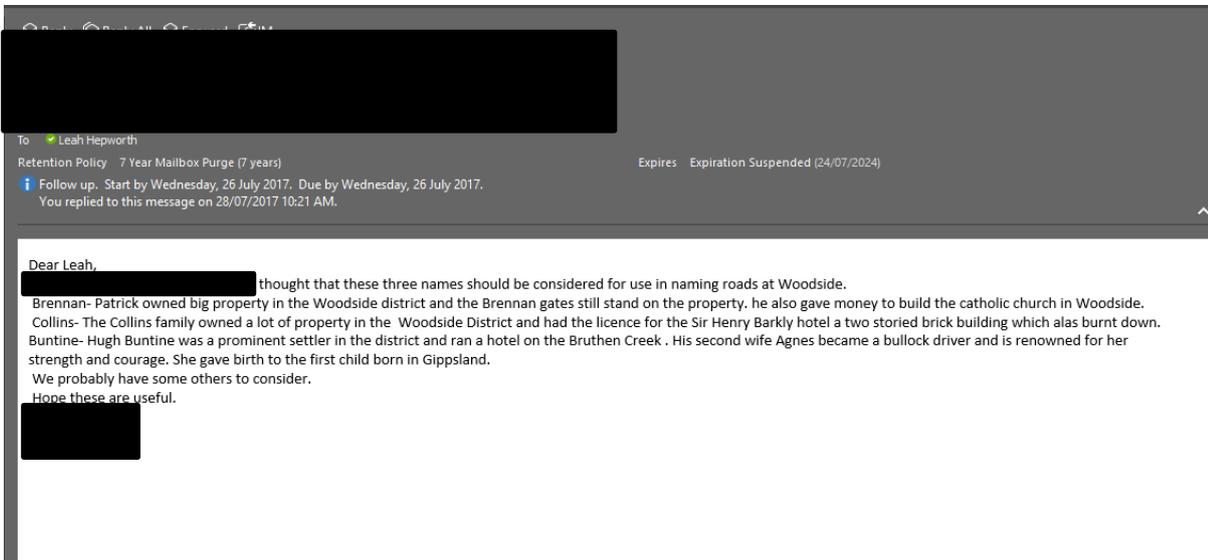
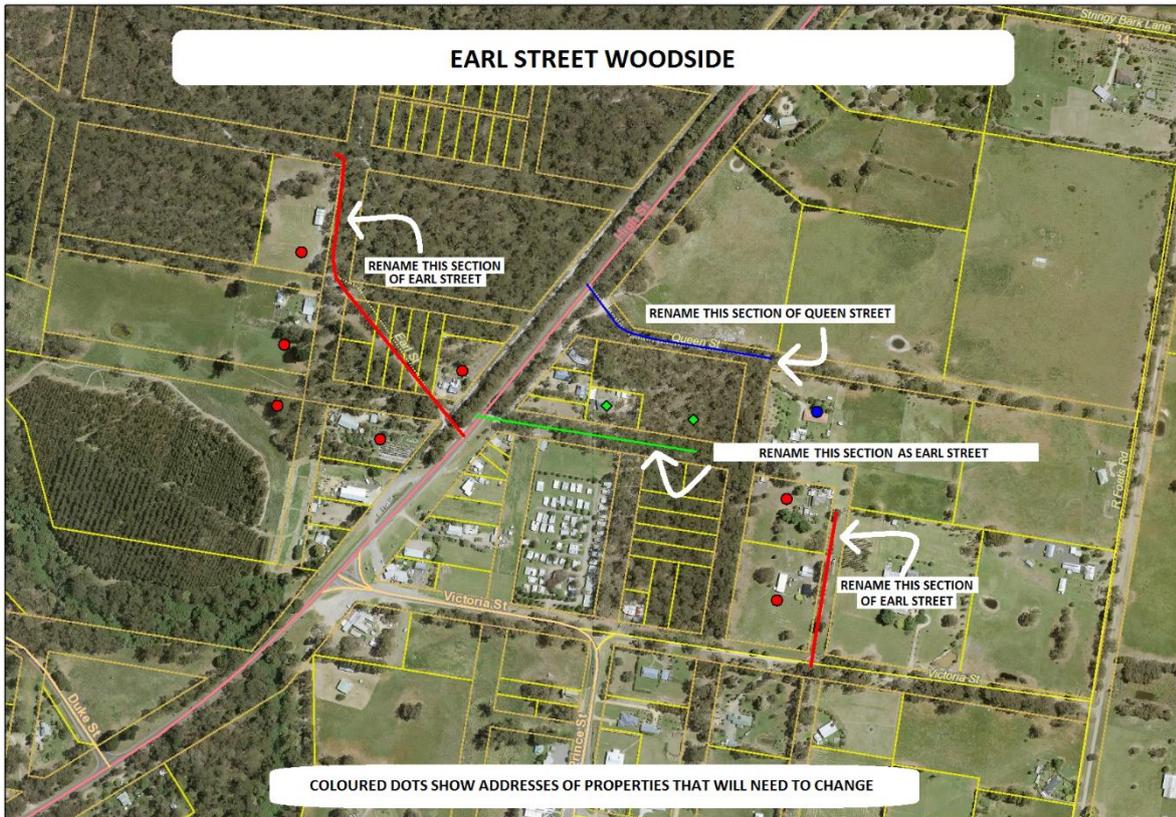
- A submission was made to NES on 10<sup>th</sup> December 2014 to add to VicMap Transport the extra segments of Earl Street to the South-East of High Street.
- DELWP requested further information for Emergency Services and navigation purposes and noted that there are some addresses assigned are on both sides of South Gippsland Hwy.
- The current addressing/naming scenario does not conform to standards.

#### Options:

- Do nothing, the potential risk to residents and emergency services will remain.
- Rename the segment to the North-West of High Street and designate as Earl Street one of the two identified segments to the South-East of High Street. The other segment would need to be given a different name.
- Rename the two segments to the South-East of High Street and retain the existing Earl Street in VicMap Transport. This option would appear to be minimise confusion resulting from the change. While four properties will require new addresses, the other options would have required five properties to be readdressed.



**Recommendations as follows:**



19<sup>th</sup> January 2018



Leah Hepworth  
Asset Management Systems Officer  
Wellington Shire Council  
PO BOX 506,  
Sale  
VIC 3850

[placenames@wellington.vic.gov.au](mailto:placenames@wellington.vic.gov.au)

Dear Leah,



I am vehemently opposed to the renaming of the section of Earl Street to the North West of High Street.

The street addressing is an issue mainly because the sections east of High street and north of Victoria Street are not visible on any map. They are not in any Melways, in UBD Gregory's, Google maps, or try finding it on 'Whereis' on line. The section to the northwest of High Street is the only section visible on any of these maps, causing all deliveries or, as you state in your letter of the 8<sup>th</sup> December 2017, emergency vehicles, to head to the northwest of High Street. If the other sections of Earl Street were to be identified on maps, with street numbers, the locating of addresses would be simplified. Was this solution investigated?

It is also contentious that you have decided that a majority of residents will be required to have a changed address. On the map that you sent with the letter previously mentioned, there are 4 residences in the section northwest of High Street. What was the rationale in deciding to change the street name of that section? There are only two residences that, according to your letter, will retain the Earl Street name.

The new name is another point with which I disagree. There is, and was in the original planning, a theme for naming the streets in the immediate vicinity of Woodside. Buntine does not fit the theme and is connected more with Rosedale and Walhalla than Woodside. It is through Rosedale and to Walhalla that Agnes Buntine drove the bullocks and to quote the Latrobe Valley Express 19/1/18, "she's now a proud fixture in Rosedale's identity". There is not much written about her husband who ran the 'Bush Inn' and minded the 11 children.

There is also the personal attack in the letter of the 8<sup>th</sup> December 2018. The 3<sup>rd</sup> paragraph begins "As your property is on the northwest side of High Street it is proposed to rename this section... Buntine Road. This reads as if it is my fault that the Street is to be renamed.

I hope that Council will reconsider the renaming of Earl Street and perhaps look to the original town planning documents during the reconsiderations.

Yours sincerely,



Reply Reply All Forward IM



Hi all,

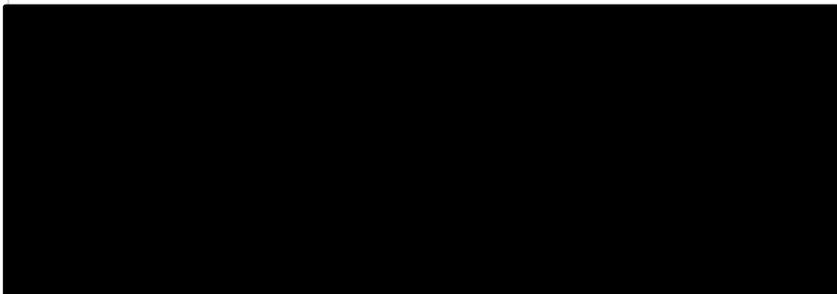


First [redacted] (and messenger is a wonderful thing) *"If you mean Agnes, there is one story around in Blood on the Wattle (not a highly regarded book academically) that she horsewhipped Indigenous people into the sea. It may come from Dunderdale, which is not a true history, rather "faction" That one needs a lot more work. I am not sure I have seen Hugh Buntine linked to massacres - I think he was a little lazy."*

Then I messaged [redacted] and asked him how I can check. *"Sorry [redacted] I'm not aware of anywhere you can check but he was in the area fairly soon afterwards as he established his inn near Woodside. Try a few local (ie Seaspray / Darriman / Woodside) historians. I met a historian from down there recently with [redacted]"*

The historical record regarding the Buntine name is pretty extensive with a note in the ANU database see <http://adb.anu.edu.au/biography/buntine-agnes-12828> and another one with citations <http://www.oddhistorical.com.au/gippsland/the-colourful-life-of-mother-buntine/> It mentions she (Agnes) had a run on the Bruthen creek and was a significant local settler and of course a woman which deserves attention. There is nothing I can find which suggests she was part of any massacres and none of these records mentions her involvement.

Frankly I would be happy to send these citations through to the Office of Geographic place names along with the insistence we have checked with local historians and there is no evidence to suggest that she was connected to the massacres.



Attachment for item 2.3  
Request to name a new road in a subdivision in Heyfield

[REDACTED]

To Whom it may Concern.

Re naming River St. sub  
Bella Clark. lived on this block.  
most of her life  
She milked a few cows sold milk  
around the town  
I feel it would be fitting to  
name it in her memory.

[REDACTED]

WELLINGTON  
SHIRE COUNCIL  
27 NOV 2013  
RECEIVED

[REDACTED]

Our Reference: [REDACTED]

19 November 2018

The Chief Executive Officer  
Wellington Shire Council  
PO Box 506  
SALE VIC 3850

Dear Sir

**RE: REQUEST FOR APPROVAL OF NAMING FOR NEW ROAD  
"BELLA COURT", LOCATED OFF RIVER STREET IN HEYFIELD**

I refer to the above matter and confirm that we act for [REDACTED]

Our clients are in the process of subdividing their property at 32 River Street, Heyfield. Stage 2 of the subdivision - [REDACTED] is currently awaiting certification.

The subdivision will create a new road and our clients request that it be named "Bella Court" after Isabella ("Bella") Clarke, a well-known local Heyfield identity and descendent of one of the town's pioneer families. A summary of the known history of Bella Clarke is as follows:

- The Clarke family arrived and settled in Heyfield in the 1860s.
- Arthur Clarke established himself as a local grazier. In 1916, Arthur purchased from the Crown the land now known as 32 River Street which comprises the abovementioned Wojcinski property. The Clarke family house was constructed on this land and existed there until only recently, when it was demolished to facilitate the proposed subdivision.
- Arthur Clarke had 15 children, one of whom was Isabella (known as "Bella"). Bella was born in 1888 and died in 1978. She is buried in the Heyfield Cemetery.
- Bella lived in the abovementioned former dwelling on the subject property and was the last person to reside in it (the dwelling remained unoccupied following her death).
- Bella raised many children during her lifetime in Heyfield and was very active in the local community. Descendants of Bella still reside in the region to this day.

The following documents are attached as supporting evidence:

- Register of Title in Arthur Clarke's name.
- Descendants of Arthur Clarke – First Generation.
- Photograph of Bella Clarke, dated approximately 1900-1905.
- Photographs of the former Clarke house on the subject land now known as 32 River Street.
- Letter of endorsement from Laurie Cox of Heyfield.

We trust that this is sufficient information to prove that the name has local significance to the town of Heyfield and respectfully request approval of the name "Bella Court" for the new road created through Plan of Subdivision 823975P.

[REDACTED]



## Descendants of Arthur Clarke

### Generation 1

1. ARTHUR<sup>1</sup> CLARKE was born in 1838 in Intrim Northan Ireland. He died in 1903 (Heyfield Cemetery). He married Mary Goostrey, daughter of John Goostrey and Alice Mainwaring in 1865 in Melbourne Australia. She was born in 1848 in Manchester Lancashire England. She died in 1903 in Sale Hospital (Heyfield Cemetery).

Arthur Clarke and Mary Goostrey had the following children:

i. ARTHUR<sup>2</sup> CLARKE was born in 1866. He died in 1927 (Heyfield Cemetery).

old ii. HELEN CLARKE was born in 1868. She died in 1868 (Heyfield Cemetery).

iii. EMMA CLARKE was born in 1869. *IRIS JAMES, Wally (CHILDREN OF E)*

iv. THOMAS ALBERT CLARKE was born in 1871. He died in 1951 (Heyfield Cemetery).

v. BENJAMIN CLARKE was born in 1873. He died in 1942 (Heyfield Cemetery).

vi. FRANCIS CLARKE was born in 1876. He died in 1931 (Heyfield Cemetery). *HFC Bates & I*

*Henry?* vii. HENRY CLARKE was born in 1878. He died in 1956 (Heyfield Cemetery).

viii. WILLIAM WALTER CLARKE was born in 1881. He died in 1881.

*Sarah* ix. MARION CLARKE was born in 1882. She died in 1953. *Banksmith Sentia*

x. WILLIAM WALTER CLARKE was born in 1883. He died in 1884 (Heyfield Cemetery).

xi. ELIZABETH CLARKE was born in 1884. *AIF Bates*

xii. ISABELLA CLARKE was born in 1888. She died in 1978 (Heyfield Cemetery).

xiii. JACK CLARKE was born in 1888. He died in 1969. *Son of Emma*

xiv. MINNIE CLARKE was born in 1890. She died in 1973. *maybe Dot*

xv. CHRISTINA CLARKE was born in 1895. She died in 1975. *Sellers*

**PHOTO OF BELLA CLARKE AT HEYFIELD METHODIST CHRISTIAN ENDEAVOUR**

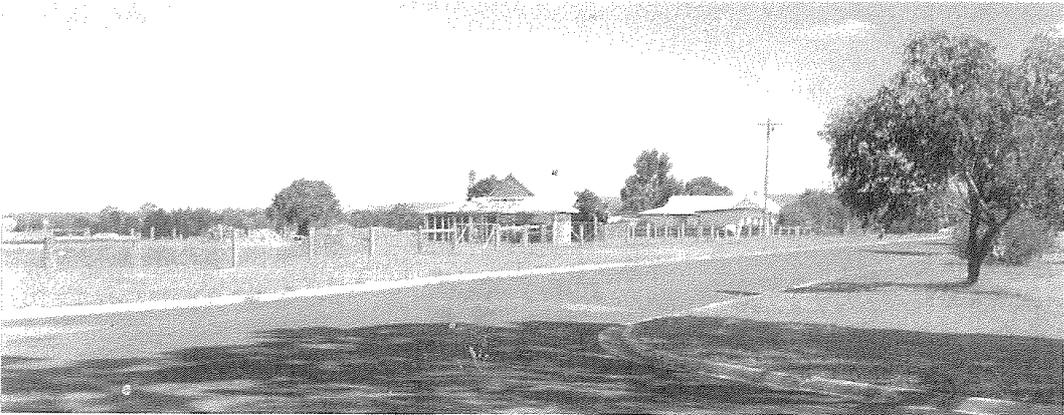


**HEYFIELD METHODIST CHRISTIAN ENDEAVOUR, about 1900 - 1905.**

In our previous edition we published a selection of photographs by Cor Gleeson, taken around the Heyfield and Licola area from about 1890 to 1930. We are indebted to Mrs Gladys McDonald of Inifra who allowed us access to her more complete photograph of the Methodist Christian Endeavour, shown above, and provided the names of a number of those pictured.

Back row (left to right): an Evans (possibly John), second and third unknown, Ida Mills, Mr Stone (Home Missionary), Ethel Mills (later Mrs Crawford), possibly the Anglican minister Rev. Prentice, Nell Evans (later Mrs Trevor Harvey), Jim Fitzpatrick. Middle row: First two unknown, Mrs Stone, Mrs Fred Stage (nee Harrie Johns), Miss Stone, Lily Fitzpatrick, Bella Clarke. Front row: Frank Pearson, second unknown, Ida Pearson, fourth unknown.

PHOTOS OF OLD DWELLING AT 32 RIVER STREET, HEYFIELD



[REDACTED]

10 CONSIDERATION OF NAME: BELLA COURT HEYFIELD

OUR FAMILY HISTORY GOES BACK TO 1860'S WHEN THE CLARKE FAMILY ARRIVED IN HEYFIELD.

THE COURT "BELLA COURT" (ISABELLA CLARKE) IS A MEMBER OF THAT FAMILY.

A STAUNCH SUPPORTER OF THE HEYFIELD FOOTBALL CLUB. HER BROTHER FRANK WON THE BEST & FAIREST MEDAL ISSUED IN 1894-95. FRANK SERVED IN THE FIRST WORLD WAR.

BELLA RAISED MANY CHILDREN IN THE AREA AS CONDITIONS AND TIMES WERE TOUGH. BESS, BELLA'S SISTER WAS A MISSIONARY IN ST. KILDA.

THEIR EXTENDED FAMILY HAS SUPPORTED THE

[REDACTED]

IS STILL VOLUNTEERING IN THE COMMUNITY TODAY.

[REDACTED]

**To:** Enquiries <[enquiries@wellington.vic.gov.au](mailto:enquiries@wellington.vic.gov.au)>

**Subject:** Attention Council: The Proposal to name a Heyfield street Bella Drive

Dear all,

I am a relative of Bella Clark. She was [REDACTED] other. Passing through Heyfield recently I visited the cemetery which opened up a greater understanding of that side of my family.

Bella's mother, Mary Goostrey, came with her family on the Sarah Dixon in 1858, a voyage noted for its riotous crew and passengers. The ship sank on its return voyage. Mary married Arthur Clark in 1865 and they settled in Heyfield and Mary bore 14 children. One son, Frank Clark, won a best and fairest for Heyfield FC.

Bella was born in 1888 and was fifteen when both her parents died in 1903. She had three younger sisters to care for.

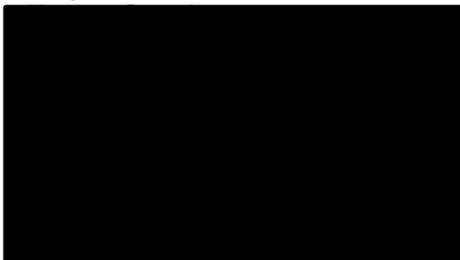
Over the years she managed to care for other people's children, family and non-family in the wooden farmhouse in River St. She was a member of the Heyfield Methodist Christian Endeavour society. Her home had clay floors and until late, no running water. Yet she was always hospitable. I remember staying there once with my family. My grandmother would send her photos of her children. My mother would write to her as well. Until the house was about to be demolished she had a wartime photo of my uncle above her mantel. He was a POW on the Burma Railway.

When I think of the flimsy reason for street names, I cannot believe the Wellington Shire would overlook a key figure in a key family of the township of Heyfield - one with a giving and generous heart.

I am happy to provide further arguments and details.

Please bring this up at the next shire meeting.

Regards



Attachment for item 2.5  
Request to name a road after family name Olsson

[REDACTED]

Wellington Shire - Sale.

To - whom it may concern.

Reference to Street names in Sale.

I would like to enquire as to what the criteria is needed to address the "Reference" above.

As residence and rate payers for many years in Sale I would like to see or have a Street, Drive, Aven etc.. in the name of "OLSSON" as a legacy to the whole family.

[REDACTED] has lived in Sale as rate payers for approx 59 Years.

My brother [REDACTED] for approx 45 Years + his name for 25 Years.

Brother [REDACTED] for approx 20 Years.

My [REDACTED]

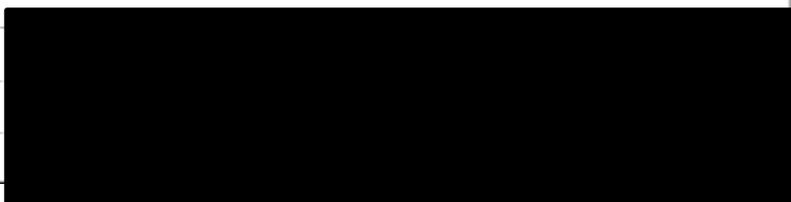
Keep in mind 3 of the OLSSON girls  
married & lived in Sale for approx  
~~many years~~ 40 Years.

Having said the above the OLSSON'S  
have been rate payers for approx 200 Year  
all up.

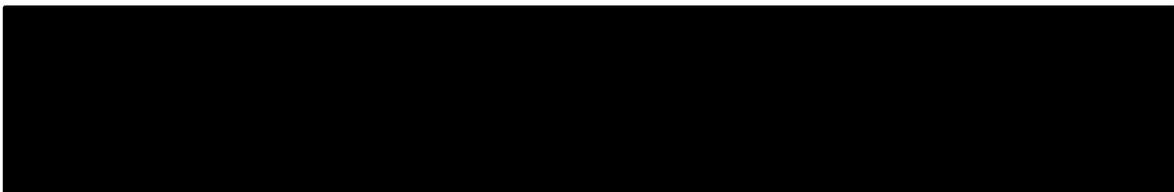
If I may say that the whole  
family and grand kids have played  
in many sports at Sale - Golf, Cricket,  
Net Bowls, Tennis, Swimming and much  
more. If I may say again at  
this moment that none of us have  
been involved with major things  
or infringements with the Law.

My Father served in the 1<sup>st</sup>  
World War and I myself have  
served in the National Army Training  
in 1952. Enclosed are a few  
document of proof.

In closing I feel it would be  
a great honor to have our name mentioned  
& thank you for addressing this  
request -



Previous attachments available on request.



25 March 2019

Place Names Committee  
Attn: Leah Hepworth

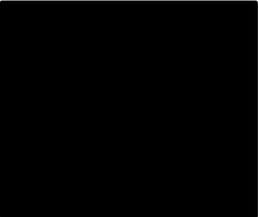
Dear Place Names Committee

**Surname Olsson**

With regard to the letter dated 27 February 2019, regarding a request from the Olsson family to place the name Olsson on the Approved Name Register, the Society does not have anything on file or any information on Harold Olsson. Thank you for the enquiry.

Any questions please contact, 

Yours sincerely



**Attachment for item 3.4  
Potential ANZAC names for Approved Road Name Register**

FAMILY NAME	FULL NAME	REG NO	NOTES	LOST/RETURNED	AWARDED	LOCALITIES	DUPLICATE NAME? 30km rural/remot 15km urban	DUPLICATE NAME COMMENT
ABERCROMBIE	Percy John ABERCROMBIE	5302/LIEUT	Awarded Military Cross	RETURNED	Y	Yarram	N	
ADAMS	George Arthur (Arthur George) ADAMS William ADAMS	5539 22111	George awarded Military Medal	RETURNED	Y	Rosedale	N	
ANKETELL	Michael Joseph ANKETELL	3009	Killed in Action in 1942; Mentioned in Despatches	RETURNED	Y	Briagolong	N	
BARNES	Leopold Lovell BARNES	23	Awarded Military Medal	RETURNED	Y	Perry Bridge	N	
BAUM	Ernest BAUM Hugh Arthur BAUM	1359 814	Hugh awarded Military Medal	RETURNED	N Y	Sale	N	
BINGHAM	George Edison BINGHAM William Ramsay BINGHAM	76 2128	Brothers; George awarded Military Cross	RETURNED LOST	Y N	Sale	N	
BREHENY	Thomas Carroll BREHENY	11661	Awarded Meritorious Service Medal	RETURNED	Y	Sale	N	
CARR	Montague CARR	81	Awarded Military Medal	RETURNED	Y	Newry, Maffra	N	
COLLIER	Thomas Robinson COLLIER	1847	Awarded Military Cross and Bar	RETURNED	Y	Heyfield	N	
DAYMOND	William Harold DAYMOND	648	Awarded Croix de Guerre (Belgian)	RETURNED	Y	Rosedale, Gormandale, Maffra	N	
DONALDSON	Ralph Charles DONALDSON	1186	Awarded Distinguished Conduct Medal	RETURNED	Y	Heyfield	N	
FRENCH	George Walter FRENCH James Isaac FRENCH Archibald FRENCH	101 1504 CORPORAL	Distinguished Conduct Medal Brothers Archibald died of illness before embarking	RETURNED DECEASED	Y N N	Maffra	N	Note there is a Frenchs Park in Maffra. Father was Maffra Shire Secretary
FURNESS	Sr. Dorothea FURNESS	NURSE	Mentioned in Despatches	RETURNED	Y	Maffra	N	
GIBBS	William David GIBBS	12301	Awarded Military Medal	RETURNED	Y	Maffra	N	
GRAHAM	Leonard Simpson GRAHAM Percy James GRAHAM	2374 589	Brothers Percy awarded Distinguished Conduct Medal & French Medaille Militaire	RETURNED	N Y	Yarram	N	
GRIBBLE	Arthur Hazelhurst GRIBBLE	CAPTAIN	Awarded Order of St Michael and St George	RETURNED	Y	Heyfield, Sale	N	
HANSEN	Stewart Murray HANSEN	1000	Awarded Military Cross	LOST	Y	Sale	N	
HARDIE	Austin HARDIE	2690	Awarded Military Medal	RETURNED	Y	Stratford, Airly	N	
HAZLETT	Edward James HAZLETT Robert Ernest HAZLETT	5092	Awarded Military Medal Boer War	RETURNED ?	Y ?	Stratford	N	
HEYNE	Herman Lewis HEYNE	1526	Awarded Military Medal	RETURNED	Y	Heyfield	N	
HONEY	Alfred HONEY	2369	Awarded Military Medal	RETURNED	Y	Maffra	N	
KERR	Thomas KERR	MAJOR	Awarded Military Cross Born in Heyfield	RETURNED	Y	Heyfield, Nambrok, Dension, Sale	N	
KLEINE	Frederick William KLEINE	2545	Awarded Military Medal	RETURNED	Y	Rosedale	N	
MARRETT	Francis William Parker MARRETT	714	Mentioned in Despatches	RETURNED	Y	Yarram	N	

FAMILY NAME	FULL NAME	REG NO	NOTES	LOST/RETURNED	AWARDED	LOCALITIES	DUPLICATE NAME? 30km rural/remote 15km urban	DUPLICATE NAME COMMENT
MCDONALD	George Duncan MCDONALD	7711	Mentioned in Despatches Awarded Meritorious Service Medal	RETURNED	Y	Rosedale	N	
PINCH	Albert Lester PINCH	2297	Awarded Military Medal	RETURNED	Y	Sale	N	
STEPHEN	Kenneth Travers STEPHEN	15366	Awarded Military Cross	LOST	Y	Maffra	N	
STEMINGER	Frank STEMINER	29	Awarded Military Medal Stronger link to East Gippsland? (Born in Bairnsdale, address given as Walpa)	RETURNED	Y	Sale	N	
TAIT	George Ellis TAIT	345	Matron	RETURNED	Y	Maffra	N	
	Helen (Helena) Elizabeth TAIT		Awarded Royal Red Cross 2nd Class					
TREADWELL	James John TREADWELL	2911	Awarded Military Medal	LOST	Y	Sale	N	
WALTERS	Harry Raymond WALTERS	3226	Awarded Military Medal	LOST	Y	Briagolong	N	
WARNOCK	Joseph WARNOCK	2414	Awarded Military Medal	RETURNED	Y	Stratford	N	
WILLMAN	Thomas Leslie WILLMAN	12434	Awarded Military Medal Not sure what connection to area is	RETURNED	Y	Yarram	N	
WOODHOUSE	Arthur Norman WOODHOUSE	4008	Awarded Military Medal	RETURNED	Y	Maffra, Cowwarr	N	
	Clement Gerald WOODHOUSE	2922A						
WOOLLARD	Albert Frank WOOLLARD	2963	Awarded Meritorious Service Medal	RETURNED	Y	Sale	N	

**ITEM C4.4****AQUA ENERGY PUMP HOUSE REPLACEMENT**

DIVISION: BUILT AND NATURAL ENVIRONMENT

ACTION OFFICER: MANAGER ASSETS AND PROJECTS

DATE: 2 JULY 2019

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

**OBJECTIVE**

The objective of this report is for Council to consider entering into a contract for the construction of a plant room to house new filtration equipment and pumps for the outdoor pools at Aqua Energy, Sale.

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

- 1. Council adopt the recommendations contained in the attached confidential Tender Evaluation Report at Item F1.2 Contract 2019-048 Aqua Energy Pump House Replacement; and***
- 2. The information contained in the confidential attachment Item F1.2 Contract 2019-048 Aqua Energy Pump House Replacement of this Council meeting agenda and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the General Manager Built & Natural Environment on 25 June 2019 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989: d) Contractual matters be designated confidential information under Section 77 Clause (2)(b) of the Local Government Act 1989, except that once this recommendation has been adopted the name of the successful tenderer can be made public.***

**BACKGROUND**

The original plant room for Aqua Energy (originally known as the Lex Glover Swimming Centre was constructed in 1972 and serviced all four original outdoor pools. A 2014 assessment of the pools and plant as part of the Wellington Aquatic Strategy found that the plant to be in need of replacement.

Current concerns regarding the existing plant and its operation include:

- Inability to meet currently recommended (water volume) turnover times.
- Combined (non-separated) filtration of both pool bodies of water.
- Lack of sophisticated (electronic, constantly monitoring) chemical dosing hardware and software.
- Reliance on a single electric motor for all water circulation (pumping) to both pools.

- Plant ability to maintain water quality, consistently, during times of high-traffic 'peak' loadings and during numerous high-profile events.
- Failing building infrastructure.
- Water leaks from unidentified areas of the water reticulation system.
- Poor 'balance tank' provision, cause the gutters of the main pools to flood when large numbers of people, or vigorous activity, is experienced.
- The need for high frequency of filter backwash due to the inefficient, old style, gravity feed filters (sometimes required several times per week)

The current plant is required to operate 24 hours a day from October each year through until mid-March the following year. While the total water volume has decreased with the closure of the Diving and Play pools, the current volume requiring treatment is still over 1.8 million litres. The pool backwash water is discharged into an open air 'dam'.

The proposed new water treatment plant will deliver:

- Improved efficiencies in water treatment, in accordance with public health requirements and regardless of bather loads.
- Separate water treatment for each individual body of water
- Improved balance tank provision and backwash water retention
- Plant design that will better enable integration of solar heating to boost swimming pool water temperatures and increase swimmer enjoyment
- Substantially reduced water and chemical usage due to decreased backwash frequency
- Improved heating efficiencies
- Installation of multiple pumps will enable the plant to operate even if a pump should fail.
- A safer working environment for pool operations staff.

Two contracts are being let for this project, this one for the plant room replacement and a separate contract for the pumps and filtration system renewal.

## **OPTIONS**

Council have the following options available:

- Adopt the recommendations contained in the attached confidential Tender Evaluation Report for contract 2019-048 Aqua Energy, Pump House 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 2019-048 Aqua Energy, Pump House Replacement.

## **CONFLICT OF INTEREST**

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

## **FINANCIAL IMPACT**

These works were budgeted for in the 2017/18, 2018/19 and 2019/20 Capital Works Programs. There is a shortfall in the funds currently budgeted for this project, however it is anticipated that the shortfall will be identified from the 2018/19 and 2019/20 Capital Works Programs. Council will be informed if any project is to be deferred as the result of approving this project.

## **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**

These works will produce a positive community impact with a new modern plant room and filtration system being constructed at Aqua Energy.

## **ENVIRONMENTAL IMPACT**

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

## **ENGAGEMENT IMPACT**

Wellington Shire 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 C4.5

## AQUA ENERGY PUMPS AND FILTRATION SYSTEM RENEWAL

DIVISION: BUILT AND NATURAL ENVIRONMENT

ACTION OFFICER: MANAGER ASSETS AND PROJECTS

DATE: 2 JULY 2019

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

### OBJECTIVE

The objective of this report is for Council to consider entering into a contract for the pumps and filtration system for the proposed plant room for the outdoor pools at Aqua Energy, Sale.

### PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

#### RECOMMENDATION

**That:**

- 1. Council adopt the recommendations contained in the attached confidential Tender Evaluation Report at Item F1.3 Contract 2019-049 Aqua Energy, Pumps & Filtration System Renewal; and**
- 2. The information contained in the confidential document Item F1.3 Contract 2019-049 Aqua Energy, Pumps & Filtration System Renewal of this Council Meeting agenda and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the General Manager Built & Natural Environment on 25 June 2019 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989: d) Contractual matters be designated confidential information under Section 77 Clause (2)(b) of the Local Government Act 1989, except that once this recommendation has been adopted the name of the successful tenderer can be made public.**

### BACKGROUND

The original plant room for Aqua Energy (originally known as the Lex Glover Swimming Centre was constructed in 1972 and serviced all four original outdoor pools. A 2014 assessment of the pools and plant as part of the Wellington Aquatic Strategy found that the plant to be in need of replacement.

Current concerns regarding the existing plant and its operation include:

- Inability to meet currently recommended (water volume) turnover times.
- Combined (non-separated) filtration of both pool bodies of water.
- Lack of sophisticated (electronic, constantly monitoring) chemical dosing hardware and software.
- Reliance on a single electric motor for all water circulation (pumping) to both pools.
- Plant ability to maintain water quality, consistently, during times of high-traffic 'peak' loadings and during numerous high-profile events.

- Failing building infrastructure.
- Water leaks from unidentified areas of the water reticulation system.
- Poor 'balance tank' provision, cause the gutters of the main pools to flood when large numbers of people, or vigorous activity, is experienced.
- The need for high frequency of filter backwash due to the inefficient, old style, gravity feed filters (sometimes required several times per week)

The current plant is required to operate 24 hours a day from October each year through until mid-March the following year. While the total water volume has decreased with the closure of the Diving and Play pools, the current volume requiring treatment is still over 1.8 million litres. The pool backwash water is discharged into an open air 'dam'.

The proposed new water treatment plant will deliver:

- Improved efficiencies in water treatment, in accordance with public health requirements and regardless of bather loads.
- Separate water treatment for each individual body of water
- Improved balance tank provision and backwash water retention
- Plant design that will better enable integration of solar heating to boost swimming pool water temperatures and increase swimmer enjoyment
- Substantially reduced water and chemical usage due to decreased backwash frequency
- Improved heating efficiencies
- Installation of multiple pumps will enable the plant to operate even if a pump should fail.
- A safer working environment for pool operations staff.

Two contracts are being let for this project, this one for the pumps and filtration system renewal and a separate contract for the construction of a new plant room.

## **OPTIONS**

Council have the following options available:

- Adopt the recommendations contained in the attached confidential Tender Evaluation Report for contract 2019-049 Aqua Energy, Pumps and Filtration System Renewal; 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 2019-049 Aqua Energy, Pumps and Filtration System Renewal.

## **CONFLICT OF INTEREST**

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

## **FINANCIAL IMPACT**

These works were budgeted for in the 2017/18, 2018/19 and 2019/20 Capital Works Programs. There is a shortfall in the funds currently budgeted for this project, however it is anticipated that the shortfall will be identified from the 2018/19 and 2019/20 Capital Works Programs. Council will be informed if any project is to be deferred as the result of approving this project.

## **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**

These works will produce a positive community impact with a new modern plant room and filtration system being constructed at Aqua Energy.

## **ENVIRONMENTAL IMPACT**

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

## **ENGAGEMENT IMPACT**

Wellington Shire 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****BRIAGOLONG QUARRY RESERVE SECTION 86 DISSOLUTION**

DIVISION: COMMUNITY AND CULTURE  
 ACTION OFFICER: MANAGER COMMUNITY WELLBEING  
 DATE: 2 JULY 2019

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

**OBJECTIVE**

For Council to receive the minutes from the Briagolong Quarry Reserve Committee of Management's General Meeting held on 14 May 2019.

Based on the motion in the minutes, for Council to endorse the dissolution of the Briagolong Quarry Reserve Instrument of Delegation under section 86 of the *Local Government Act 1989* from 30 August 2019, enabling the group to become an incorporated Committee of Management and enter into a 17D *Crown Land (Reserves) Act 1978* lease for ongoing management of Briagolong Quarry Reserve.

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

*That:*

1. ***Council receive the minutes from the Briagolong Quarry Reserve Committee of Management's General Meeting held on 14 May 2019.***
2. ***Council endorse the dissolution of the Briagolong Quarry Reserve Instrument of Delegation under section 86 of the Local Government Act 1989 from 30 August 2019, enabling the group to become an incorporated committee of management and enter into a 17D Crown Land (Reserves) Act 1978 lease for ongoing management of Briagolong Quarry Reserve.***

**BACKGROUND**

The Briagolong Quarry Reserve Committee was initially established in 2002 as a special committee of Council under section 86 of the *Local Government Act 1989*. The instrument of delegation for this committee, which sets out the committee's advisory functions and duties became operational in 2002 and remains in force until such time that it is revoked by Council.

It is proposed that management of this level 4 reserve be brought in line with the majority of committees of management in Council's current Committees Policy (5.1.4), by revoking the appointment of the special committee and replacing it with a management committee which would be incorporated and operate under a 17D *Crown Land (Reserves) Act 1978* lease.

The existing insurance, subsidy, maintenance and officer support this committee receives would remain in place under the new governance and organisation structure and management agreement.

## OPTIONS

Council has the following options:

1. Receive the minutes from the Briagolong Quarry Reserve Committee of Management's General Meeting held on 14 May 2019; and endorse the dissolution of the Briagolong Quarry Reserve Instrument of Delegation under section 86 of the *Local Government Act 1989* from 30 August, enabling the group to become an incorporated committee of Management and enter into a 17D *Crown Land (Reserves) Act 1978* lease for ongoing management of Briagolong Quarry Reserve, or
2. Receive the minutes from the Briagolong Quarry Reserve Committee of Management's General Meeting held on 14 May 2019; and deny the dissolution of the Briagolong Quarry Reserve Instrument of Delegation under section 86 of the *Local Government Act 1989*, or
3. Seek further information to be considered at a future Council meeting.

## PROPOSAL

That Council:

1. Receive the minutes from the Briagolong Quarry Reserve Committee of Management's General Meeting held on 14 May 2019.
2. Endorse the dissolution of the Briagolong Quarry Reserve Instrument of Delegation under section 86 of the *Local Government Act 1989* from 30 August 2019, enabling the group to become an incorporated committee of management and enter into a 17D *Crown Land (Reserves) Act 1978* lease for ongoing management of Briagolong Quarry Reserve.

## CONFLICT OF INTEREST

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

## FINANCIAL IMPACT

At present the committee receives an annual operating subsidy of \$1042 from Council to assist with the costs of managing the facility. In addition to this, Council pays for rubbish collection and the committee is eligible to apply for additional maintenance funding. It is envisaged that under the proposal, these arrangements would remain the same, having an overall cost-neutral effect on the budget.

## COMMUNICATION IMPACT

The existing committee is in favour of the change which will make no material difference to the running of the site and will not be detrimental to the community, therefore there is not expected to be a negative communications impact. There is no need to communicate the change to the broader community.

Communication has been focussed on the existing committee members to help them understand the issue and their options. This has been an unproblematic process.

## **LEGISLATIVE IMPACT**

The current special committee is established under section 86 of the *Local Government Act 1989* whereas a new committee of management would be incorporated under the provisions of the *Associations Incorporation Reform Act 2012* and a lease entered into under the *Crown Land (Reserves) Act 1978*.

## **COUNCIL POLICY IMPACT**

This proposal is consistent with Council Policy 5.1.4 which establishes a framework for the guidance of Council in relation to the roles and responsibilities of community committees. The majority of committees managing land on behalf of Council in Wellington Shire are incorporated associations.

## **COUNCIL PLAN IMPACT**

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

Strategic Objective 2.2

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

Strategy 2.2.2

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

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

## **RESOURCES AND STAFF IMPACT**

Community Committees staff will support the Briagolong Quarry Reserve Committee to incorporate and to make any changes needed to process and practice.

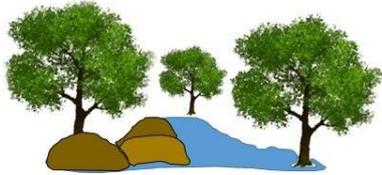
The staff time required to support this committee long term is expected to decrease if it is no longer a section 86 committee.

## **RISK MANAGEMENT IMPACT**

As a section 86 committee, current members of the Briagolong Quarry Reserve Committee are covered by a comparable level of insurance cover as Shire employees.

Under Council's Public Liability Insurance Policy, committees of management responsible for Council-owned property, operating under the provisions of a licence and service agreement automatically receive public liability insurance cover. The new committee would be placed under a 17D *Crown Land (Reserves) Act 1978* Lease, which may mean Council needs to take out additional cover for their specific instance.

In restructuring this committee, care needs to be taken to ensure there is no gap in public liability insurance cover for committee members, between the dissolving of the current committee and the implementation of a 17D *Crown Land (Reserves) Act 1978* lease with a new, incorporated committee of management. It is proposed that the existing section 86 committee remains in place until the incorporation comes through for the new committee of management.



**BRIAGOLONG QUARRY RESERVE  
SPECIAL COMMITTEE OF COUNCIL  
GENERAL MEETING**

**MINUTES**

**14 MAY 2019**

**BRIAGOLONG HOTEL, MCBRIDE STREET, BRIAGOLONG**

**TIME: 7:00 PM**

**1. Present / Apologies**

Rob Christie, Wayne Benson, Graeme Appleton, Deb Benson, Darren Toogood, Mick Pleydell, Jake Taylor, Bodye Darvill (Wellington Shire Council), Cr Carmel Ripper.

Apologies: Ella Wharf, Ben Ellis, Jodie Taylor

**2. Business arising from previous Meeting**

- No business arising – all will be covered under General Business and Chair's report.  
Minutes moved: Wayne Benson  
Seconded: Mick Pleydell

**3. Correspondence received**

Wellington Shire Council 11/04/19 – Letter from Lisa Lyndon – enclosed new Terms of reference endorsed by Council on 02/04/19.

Various Emails – Bodye Darvill Wellington Shire Council – re Briag Quarry access track and setting up meeting with DEWLP, West Gippsland CMA, Council and Rob, Wayne and Deb.

Email – Lisa Lyndon, Wellington Shire Council – confirming that Council is happy with our approach on the requirement for all Committee members to complete their WWC Check. Confirmed that Rob, Wayne and Deb were approved and received.

Emails – Anton Fernando, Wellington Shire Council – re GST return for the Committee.

**4. Reports**

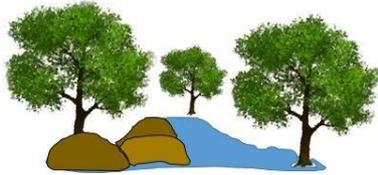
**4.1. Chairpersons Report**

Rob advised that he, Wayne and Deb had met with Jeremy Neilson - DWELP, John Crosby Statutory Waterways Officer - West Gippsland CMA, Andrew Wolstenholme Environmental Planner - Wellington Shire, Bodye Darvill - Wellington Shire and Ron Orchard to discuss the steps to be constructed near the large pavilion at the end of the camping area given the degradation of the current access path. Agreement was also reached that this work would include another access set of steps either in the middle of the camping area or at the end, position to be determined once levels were obtained. DEWLP, Council and CMA will work with Committee members to provide plans to Council for necessary permits to be applied for.

**Next steps:**

**1. Plan the works**

Site map showing where steps will be placed – particularly their relationship to existing trees)



Plan of steps, size and how many  
Quote for works (at both ends of the ground)

2. **Send info to Council, DELWP and CMA**  
CMA process for works on waterways

3. **Council planning permit**

Advice from Andrew is that a planning permit will not be required under the zone as we are maintaining an existing path. It will only be required if there are impacts of greater than 10% of the tree protection zones of trees. This will only be an issue if we are excavating soil. If there is no excavation or the excavation is less than 10% of the tree protection zone then a permit will not be required. We will however require a letter of land owner consent from DELWP

DELWP/Council can check cultural heritage and whether there is a need for a native title referral to GLAWAC (21 day process)

Bodye to get step specs from Council/DELWP

Jeremy to provide the DELWP campground risk assessment process.

Rob also advised that no news at this stage on the table project, awaiting information from Council re approval of grant to proceed. Also noted that one of the existing tables requires minor repair due to damage by camper unknown. This to be undertaken at the next working bee.

- 4.2. Treasurers Report

As attached. Balance currently at \$8816.76.

Both reports moved: Graeme Appleton      Seconded: Wayne Benson

## 5. Council Updates

- 5.1. **Update on budget request for toilets**

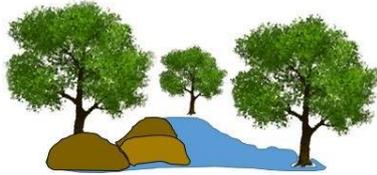
Bodye advised that an application had been put to Council for \$160K to remove the current system and install 2 new toilets. 1 accessible toilet to be placed near the large pavilion at the end of the camping ground and the other opposite the location where the existing toilets are currently. Currently the Council budget is at the final public exhibition stage and will be endorsed at the council meeting in June. Project officers will also meet with the committee to discuss timing of works as well as to determine exact location once funding has been approved.

- 5.2. **Transitioning from a Section 86 Committee**

Bodye provided the following information to the committee on how it was proposed to transition from the section 86 Committee.

### **Background:**

Typically Section 86 committees are appointed by council when the area is crown land. Council appoints the committee of management and delegates the management to the committee via the creation of the section 86 special committee of council. This committee was originally appointed in 2002 as a way to manage land not under a formal agreement with the old Maffra shire.



Positives of Section 86	Negatives of Section 86
Councillor on the committee provides a direct voice back to Council	Administration burden <ul style="list-style-type: none"> <li>- All minutes must be sent to Council</li> <li>- All appointments need to be endorsed by Council</li> </ul>
	Financial burden <ul style="list-style-type: none"> <li>- \$5000 spending limit</li> <li>- Unable to apply for grants, loans or enter into any contracts</li> <li>- GST returns and calculations required</li> <li>- Annual financial audit required</li> </ul>
	Consistency <ul style="list-style-type: none"> <li>- Not consistent with the 150+ other land management agreements</li> </ul>

**Proposed change**

1. Committee to incorporate (Council to support: cost is \$35, and \$56 per year to lodge annual statement.)
2. Committee to enter a three year licence for use of the land - \$104 per year.

**Things that would stay the same**

1. Operating subsidy would be provided (increased to include bins and tree maintenance)
2. Maintenance support would be provided
3. Support from community committees team
4. Eligibility for capital works
5. Building insurance provided by council
6. Committee covered for insurance while doing committee duties.

After general discussion of the above pros and cons, committee members agreed that this was the most appropriate course of action to be taken.

Motion moved to undertake to become an incorporated committee and to enter into the three year licence for use of the land with Council

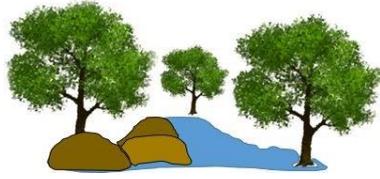
Moved: Darren Toogood Seconded: Jake Taylor

Carried unanimously

**Next steps:** Bodye will work with Deb to undertake the required paperwork and agreements.

**6 General Business**

Rob proposed that an aerial photo of the camping area be obtained to better specify camping sites and areas that will be kept purely for day trips and tenting areas. Proposed that next meeting the committee look at possible options. Wayne spoke about whether to keep the pump shed and possibly a wall on the existing toilets that could be used for a bbq area – Jake suggested a possible rebound wall use or something else that the kids who are visiting or



camping could use. Rob to speak with Ron Orchard who has a drone and should be able to obtain this aerial photo for committee to use.

Wayne advised that he had received positive feedback on the new fire pits.

Rob thanked Bodye and Cr Ripper for their attendance on the night.

Meeting closed at 7:45 pm.

## BRIAGOLONG QUARRY RESERVE COMMITTEE OF MANAGEMENT

### TREASURER'S REPORT

OPENING BALANCE	13.2.19		7,914.09
DEPOSITS			
Cash – Camping Fees		1325.00	
Cash in hand		100.10	
Interest – Bendigo Bank		10.51	<u>1,435.61</u>
CREDITS			
Cleaning Materials		-192.67	
Caretaker Subs			-300.00
Meeting Expenses (food for working bee)		20.98	
GST		-19.27	<u>-532.92</u>
<b>Total</b>			<b><u>8,816.78</u></b>

Bank Statement as at 14.5.19 \$8,816.76

### Receipts as at 14.5.19

Date	Received From	Camping Fees	Other income	Refund from WSC	Funding from Council	Interest	Total
25/02/2019	cash	240.00					\$240.00
1/03/2019	Bendigo Bank					3.22	\$3.22
1/04/2009	Bendigo Bank					3.71	\$3.71
29/04/2019	cash	1085.00					\$1,085.00
1/05/2019	Bendigo Bank					3.58	\$3.58
14/05/2019	Cash in hand		100.10				100.10
		1325.00	100.10	0.00	0.00	10.51	\$1435.61

### Expenditure as at 14.5.19

Date	Paid To	invoice no	Cleaning and cleaning requisites (no GST)	Cleaning and Cleaning Requisites (GST)	Other (no GST)	Other (GST)	CareTaker Sub	Total
22/02/2019	Woolworths (Meeting expenses - food for working bee)				-\$20.98			-\$20.98
1/04/2019	Caretaker subs (cash)						-\$300.00	\$300.00
19/04/2019	Abicor Wellington	210132	-\$30.77	-\$3.08				-\$33.85
19/04/2019	Abicor Wellington	211897	-\$161.90	-\$16.19				\$178.09
			-\$192.67	-\$19.27	-\$20.98	\$0.00	\$0.00	\$532.92

**ITEM C5.2****GORDON STREET RECREATION RESERVE COMMITTEE OF MANAGEMENT MINUTES**

DIVISION: COMMUNITY AND CULTURE  
 ACTION OFFICER: MANAGER COMMUNITY WELLBEING  
 DATE: 2 JULY 2019

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

**OBJECTIVE**

For Council to receive the minutes from the Gordon Street Recreation Reserve Committee of Management's General Meeting held on 29 April 2019.

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

*That Council receive the minutes from the Gordon Street Recreation Reserve Committee of Management's General Meeting held on 29 April 2019.*

**BACKGROUND**

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

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

Conflict of Interest: It was noted that conflicts of interest were called for at the commencement of the Ordinary Meeting, with no conflicts being declared. Meetings held by the Gordon Street Recreation Reserve Committee of Management are open to the public.

## **OPTIONS**

Council has the following options:

1. Receive the minutes from the Gordon Street Recreation Reserve Committee of Management's General Meeting held on 29 April 2019; or
2. Seek further information to be considered at a future Council Meeting.

## **PROPOSAL**

That Council receive the minutes from the Gordon Street Recreation Reserve Committee of Management's General Meeting held on 29 April 2019.

## **CONFLICT OF INTEREST**

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

## **LEGISLATIVE IMPACT**

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

## **COUNCIL POLICY IMPACT**

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

## **COUNCIL PLAN IMPACT**

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

Strategic Objective 2.2

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

Strategy 2.2.2

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

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

**GORDON STREET RECREATION RESERVE  
Special Committee of Council**

**MINUTES**

**MEETING DATE, MEETING TIME  
MEETING VENUE**

**Meeting Opened Time: 7.04**

**29/04/2019**

**Gordon Street Reserve**

**1. Present / Apologies**

<b>Name</b>	<b>Title</b>	<b>Representing</b>	<b>Present / Apology</b>
Malcolm Hole	Councillor		Present
Barbara Cook		Heyfield Vintage Machinery Group	Present
David Reid		Heyfield Junior Football Club	Present
Patsy Morris		Heyfield Junior Netball	Present
Joel Keane		Heyfield Cricket Club	Apology
Lee Clarke		Heyfield Traders & Tourism Assn	Present
Scott Anderson		Heyfield Basketball Club	Present
Tania Burton		Heyfield Tennis Club	Present
Peter Padula		Pigeon Club	Apology
Geoffrey Healy		Heyfield Football Netball Club	Present
Brian Brown	President	Community	Present
Patrick Rodaughan	Secretary	Community	Present
Charles Wojcinski	Treasurer	Community	Present
Craig Bennett		Community	Present
Kelvin Sundermann	Vice President	Community	Present

**Quorum Achieved?            Yes**

**2. Declaration of Conflicts of Interest; Read Chairperson Brian**

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

**Moved: Lee**

**Seconded: Pat**

**Carried**

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

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

- 26.02.19 – Bodye Darvill – Wellington Shire – Conflict of Interest document
- 26.02.19 – Bodye Darvill – Wellington Shire – GSR lighting commissioning
- 26.02.19 – Bodye Darvill – Wellington Shire – Masterplan update
- 26.02.19 – Bodye Darvill – Wellington Shire – Response to issues raised at GSR meeting
- 26.02.19 – Catherine Vassiliou – Wellington Shire – Heyfield draft map footpaths and roads
- 26.02.19 – Cr Malcolm Hole – Wellington Shire – Meeting with CEO WSC
- 26.02.19 – Cr Malcolm Hole – Wellington Shire – Meeting to be held with Sharon Houlihan
- 27.02.19 – Lukasz Grzmil – Wellington Shire – Hand over of new main oval lights
- 27.02.19 – Tania Burton – Heyfield Tennis Club – Re Alcohol Fact sheet
- 28.02.19 – Sharon Houlihan – Wellington Shire – Meeting request payment of works invoices
- 28.02.19 – Sarah Bishop – Southern Rural Water – Contact at Wellington Shire Council
- 04.03.19 – Bodye Darvill – Wellington Shire – Volunteer OH&S site induction checklist
- 05.03.19 – Lisa Lyndon – Wellington Shire – Training, Grants and Information Sessions for CoM
- 06.03.19 – Sarah Bishop – Southern Rural Water – Water transfer
- 06.03.19 – Tania Burton – Heyfield Tennis Club – Request for recent copy of Masterplan
- 07.03.19 – Sarah Bishop – Southern Rural Water – Email sent to WSC water transfer documents
- 08.03.19 – Lisa Lyndon – Wellington Shire – Re Debbie Tews Resignation letter
- 15.03.19 – Bodye Darvill – Wellington Shire – Re payment for permanent water for GSR
- 19.03.19 – Sarah Bishop – Southern Rural Water – Transfer of water to GSR
- 20.03.19 – Bodye Darvill – Wellington Shire – 60/40 asphaltting path under Netball building veranda
- 20.03.19 – Cranes Asphaltting & Bitumen Sealing – Quote
- 21.03.19 – Lisa Lyndon – Wellington Shire – Working With Children Checks Section 86 Committees
- 25.03.19 – Petra Szabo – Wellington Shire – Basketball Stadium switch board upgrade
- 27.03.19 – Tania Burton – Heyfield Tennis Club – Letter of Support request
- 27.03.19 – Petra Szabo – Wellington Shire – 60/40 tree removal and trimming
- 28.03.19 – Bodye Darvill – Wellington Shire – Scoreboard Cameron Sporting Complex
- 29.03.19 – Lisa Lyndon – Wellington Shire – Working With Children Check list update
- 29.03.19 – Barb Cook – Heyfield & District Vintage Machinery Group – Letter of Support
- 31.03.19 – Tania Burton – Heyfield Tennis Club – Reply to Working With Children Check
- 03.04.19 – Lisa Lyndon – Wellington Shire – Enquiry for new committee member Junior Netball Club
- 08.04.19 – Cr Malcolm Hole – Wellington Shire – Victorian Regional Achievement and Community Awards
- 12.04.19 – Mark Benfield – Wellington Shire – Re Netball Courts acrylic finish
- 17.04.19 – Petra Szabo – Wellington Shire – 60/40 Asphalt work
- 26.04.19 – Bodye Darvill – Wellington Shire – Follow up on water transfer

#### **6. Correspondence Out**

- 26.02.19 – Pat Rodaughan to Bodye Darvill – Thank you email for attending GSR meeting
- 26.02.19 – Pat Rodaughan to Committee members – FRRR grant seeker workshop
- 26.02.19 – Pat Rodaughan to Committee members – ‘Have your Say’ email

26.02.19 – Pat Rodaughan to Committee members – Alcohol fact sheet  
 26.02.19 – Pat Rodaughan to Cr Malcolm Hole – Thank you email  
 28.02.19 – Pat Rodaughan to Sharon Houlihan – Meeting request  
 28.02.19 – Pat Rodaughan to Karen McLennan – Confirmation of water share relating to crown land  
 28.02.19 – Pat Rodaughan to Sarah Bishop – Wellington Shire contact number  
 28.02.19 – Pat Rodaughan to Sarah Bishop – Re water transfer  
 01.03.19 – Pat Rodaughan to Bodye Darvill – Volunteer OH&S site induction checklist  
 04.03.19 – Pat Rodaughan – Bodye Darvill – Volunteer form  
 07.03.19 – Pat Rodaughan to Tania Burton – Wellington Shire contact number  
 08.03.19 – Pat Rodaughan to Lisa Lyndon – Debbie Tews resignation letter  
 08.03.19 – Pat Rodaughan to Lisa Lyndon – GSR minutes  
 20.03.19 – Pat Rodaughan to Bodye Darvill – 60/40 request asphalt under veranda of Netball building  
 20.03.19 – Pat Rodaughan to Bodye Darvill – 60/40 request Tree lopping and removal  
 22.03.19 – Pat Rodaughan to Bodye Darvill – 60/40 funding application  
 01.04.19 – Pat Rodaughan to Tania Burton – Letter of Support  
 09.04.19 – Pat Rodaughan to Barb Cook – Letter of Support  
 09.04.19 – Pat Rodaughan to Heyfield Football Club – Letter of Support  
 10.04.19 – Pat Rodaughan to Sharon Houlihan – Accept meeting request  
 16.04.19 – Pat Rodaughan to Heyfield Junior Netball Club – EOI Membership form  
 16.04.19 – Pat Rodaughan to Committee members – Minutes for meeting  
 26.04.19 – Pat Rodaughan to Lisa Lyndon – Working With Children Check  
 26.04.19 – Pat Rodaughan to Bodye Darvill – Volunteer forms

## **7. Reports**

### **7.1 Chairperson's Report**

The area under the veranda of the Netball building has been asphalted. The contractors will be coming back to straighten one of the Netball goal ring posts. Electricians have done repairs to the new light towers on the Netball courts as birds have chewed through wiring and they have also damaged the covers on the lights on the back of the Basketball stadium. The birds are also chewing the astro turf at the Cricket nets so are looking at getting a scare gun to keep them away. Contractors have trimmed some trees at the RV Park and remove 3 small trees to make way for the new exit lane at the main entrance. Some plumbing work had to be done on the water line that goes under the main entrance.

### **7.2 Treasurers Report Attached**

.Moved: Charlie

Seconded: Pat

Carried

### **7.3 User Groups Report**

### **Basketball Club**

Basketball club are being billed for the alarm system continually ringing and they want to be reimbursed and are unhappy with the standard of cleaning.

### **Heyfield & District Vintage Machinery Group**

The rally will be held in three weeks with a lot of interest from interstate and a lot of exhibitors coming for the first time. We have been splitting wood to have ready for the event and will need keys to the building. Have applied to LVA for a grant for a multipurpose shed to be built in the area where the rally is held and envisage new user groups may become involved.

### **Tennis Club**

Representatives from the LVA will visit the club to inspect the facility to see firsthand what is required for the grant. Thanks for letter of support for grant application and to Brian for the drainage works he has done at the Tennis club.

### **Heyfield Junior Football Club**

Would like a set of keys for the facility and would like permission to use the Netball rooms to operate the canteen when games are only being played on the Vern Scott oval.

### **Heyfield Traders & Tourism Association**

The abandoned caravan has been removed from the RV Park and the amenities block that was supposed to be done by Easter is running behind schedule.

### **Community**

Craig suggested we look at providing some lighting to the car park on the east side of the Netball courts.

### **Cr Malcolm Hole**

Cr Hole suggested that committee gather letters of support from user groups and community services to have the Gordon street entrance upgraded when Council carry out works to upgrade Gordon Street. Cr Hole suggested we revisit the masterplan priorities now some of the major items have been completed. Cr Hole recommended committee make a submission to the Council Draft Budget 19/20 for the purchase of a new mower.

## **8. Volunteer**

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

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

## **11. General Business**

Kelvin had organized Gibson's Ground spread to apply fertilizer to the ovals and has inquired about top dressing as well. There was a hiccup with the scoreboard on Sunday with Junior Football but today it is working fine.

Brian has been replacing the sprinkler heads and has found small blue metal stones in some which was probably there since installation.

David asked about storage for footballs and other Junior Football gear.

Brian asked committee members for more assistance with mowing and general maintenance duties and would like to organize a working bee to split some wood.

**12. Next Meeting: 24/06/2019**

**Meeting Closed Time: 8.08 pm**

**These minutes are:**

**Confirmed as true and correct on ...29/04/2019.....**  
**Date**

**Or**

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

**Chairperson Signature.**  .....

GORDON STREET RESERVE  
MEETING 29/4/2019

INCOME		EXPENDITURE	
IDLERS 4WD	\$ 1,500.00	TIMBERLINE	\$ 60.22
WSC GST DEC	\$ 60.42	VERN GRAHAM	\$ 643.35
JUNIOR FC RENTAL	\$ 260.00	MAFFRA SHEET METAL	\$ 6,820.00
WSC GST JAN	\$ 2,721.19	GIPPS WATER	\$ 1,831.28
WSC GST FEB	\$ 479.16	PAUL OBRIEN	\$ 176.00
BASKETBALL POWER	\$ 492.80	AUST POST PO BOX	\$ 35.00
		PETTY CASH	\$ 100.00
		TIMBERLINE	\$ 59.13
		GARDEN SUPPLIES	\$ 237.00
		BANK FEES	\$ 0.35
BALANCE AT 31.1.2019	\$ 13,170.55	BALANCE AT 31.3.2019	\$ 8,721.79
TOTAL	\$ 18,684.12	TOTAL	\$ 18,684.12

MOWING ACCOUNT

INCOME			
INTEREST FEB/MAR 2019	\$ 2.71		
BALANCE 31.1.2019	\$ 3,176.00	BALANCE 31.3.2019	\$ 3,178.71
TOTAL	\$ 3,178.71	TOTAL	\$ 3,178.71

*Ben F. Brown*

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

DIVISION: COMMUNITY AND CULTURE  
 ACTION OFFICER: MANAGER COMMUNITY WELLBEING  
 DATE: 2 JULY 2019

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

**OBJECTIVE**

For Council to receive the minutes from the Newry Recreation Reserve Committee of Management’s Annual General Meeting and General Meeting held on 27 May 2019.

**PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY**

RECOMMENDATION
<b><i>That Council receive the minutes from the Newry Recreation Reserve Committee of Management’s Annual General Meeting and General Meeting held on 27 May 2019.</i></b>

**BACKGROUND**

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

The objectives of the special committee are:

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

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

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

## **OPTIONS**

Council has the following options:

1. Receive the minutes from the Newry Recreation Reserve Committee of Management's Annual General Meeting and General Meeting held on 27 May 2019; or
2. Seek further information to be considered at a future Council meeting.

## **PROPOSAL**

That Council receive the minutes from the Newry Recreation Reserve Committee of Management's Annual General Meeting and General Meeting held on 27 May 2019.

## **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 5.1.4 which establishes a framework for the guidance of Council in relation to the roles and responsibilities of Committees.

## **COUNCIL PLAN IMPACT**

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

Strategic Objective 2.2

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

Strategy 2.2.2

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

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

## **NEWRY RECREATION RESERVE**

### Annual General Meeting Minutes

27/05/2019 at 7.05pm.

*Present:* G Smith, M Berryman, B Shingles, C Shingles, K Whitehurst,  
K Mirams, C Dwyer, M Hole, M Cox.

*Apologies:* None.

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

The minutes were presented to be a true and correct record. Moved K Whitehurst, 2<sup>nd</sup> B Shingles. Carried.

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

Current balance as at 27/05/2019 is \$9,671.37. A proper financial statement will be forwarded to the Wellington Shire Council as soon as it is available. Moved B Shingles, 2<sup>nd</sup> G Smith. Carried.

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

Nil.

Moved M Berryman, 2<sup>nd</sup> M Cox.

### **CHAIRPERSON'S REPORT**

Graeme thanked everyone for their tireless efforts during the year, especially Michelle Berryman and special mention to our new representatives, always nice to see some more faces at our meetings. The Newry Hall upgrade has put a spotlight on Newry and will hopefully see visitor numbers increase in our area in the future. Well done to everyone involved for their tireless work.

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

### **User Group Reports.**

#### **Football Club.**

The football club has 3 football teams this year and they have 6 netball teams in the Sale comp. Connie mentioned that some campers have told her they had trouble finding our money box near the toilets, we'll look into a sign or relocation.

#### **Motorcycle Club.**

Lack of rain and volunteers has hampered the clubs ability to host more meetings, but they are carrying on regardless.

#### **Golf Club.**

Still steady numbers, could always use more members and welcome everyone as always.

#### **Newry Hall.**

The Newry Hall's opening night was held on the 24<sup>th</sup> of May with over 150 people in attendance. Great night had by all. Hopefully many more enjoyable days and nights to come in the future.

**Fire Brigade.**

The Newry Brigade was kept busy over the summer with the Dargo and Rosedale fires and supporting strike teams etc. Thankfully the summer was nowhere near as busy as it could have been with our dry conditions.

**SHIRE REPRESENTATIVE.**

Malcolm reminded us that we all need to make sure we are nominated members of the committee and also asked if we could change the meeting date, too hard staying with the 3<sup>rd</sup> Monday.

**ALL POSITIONS DECLARED VACANT.**

**Chairperson:** Malcolm Hole took control of the meeting at 7.20pm.

K Whitehurst Nominated G Smith – Accepted.  
Moved M Berryman, unanimously passed.

**Secretary/Treasurer:** C Shingles Nominated M Berryman – Accepted.  
Moved M Cox, unanimously passed.

**USER GROUP REP'S**

**Golf Club – Graeme Smith.**

**Motocross – Mark Cox.**

**Newry Football Club – Connie Dwyer.**

**FIRE BRIGADE – Karen Whitehurst.**

**NEWRY 8's – Dave Wilson.**

**Newry Hall – Kate Miriams.**

**Community Rep's – Clare Shingles & Michelle Berryman**

**Council Rep's – Bodey Darville & Malcolm Hole**

**FORWARD PLANNING STRATEGIES. Michelle and Clare to work with Connie on getting something happening for the Football Club rooms.**

**CALENDAR YEAR MEETING DATES: 19<sup>th</sup> August 2019, 18<sup>th</sup> November 2019, 17<sup>th</sup> February 2020, 18<sup>th</sup> May 2020.**

**NEXT AGM: Monday 18th May 2020 @ 7pm.**

**Meeting Closed: 7.18pm.**

## **NEWRY RECREATION RESERVE**

General Meeting Minutes – meeting opened at 7.19pm.

27/05/2019

Present: Graeme Smith, Michelle Berryman, Clare Shingles, Brad Shingles, Mark Cox,  
Karen Whitehurst, Kate Miriams, Malcolm Hole.

Apologies: None.

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

The minutes were presented to be a true and correct record. Moved B Shingles, 2<sup>nd</sup> M Cox.

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

Current balance as at 27/05/2019 is \$9,671.37. All accounts have been cleared and user group accounts were sent out in March.

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

### **Business arising from the previous Minutes.**

1. Brad and Graeme to arrange removal of old fence so Hugh can start the new one.
2. Clare & Michelle are still trying to get the Emergency planning stuff happening.
3. The pump at the header tank for the Rec Reserve has been fixed by Andy Berryman

Moved G Smith, 2<sup>nd</sup> M Cox.

### **General Business.**

1. Dennis Huffer has been removed as a user group as he no longer uses the oval for training due to safety with the dry conditions. Brad will chase up Wilso regarding the Newry 8's.
2. Football ground play area – not too bad but perhaps a tidy up and bit of update later on wouldn't hurt.

### **User Group Reports.**

**Moto X Club.** Mark reported that there's not much happening, but they do have a Gippsland Regional meeting on the weekend of the 22/23 of June. New quotes have been requested for the replacement of the fence.

**Golf Club.** The golf club is still ticking over nicely, the addition of some scarecrows has entertained some members immensely with different costumes and poses keeping everyone guessing.

**Football Club.** Connie attended the meeting and spoke to us about some issues the Football club is having, the main one being the oval itself. The cricket pitch has been deemed unsafe and there was discussion about removing the old concrete pitch under the cover and filling it in with dirt. Apparently some members of the community have expressed an interest in reviving junior cricket, however the committee feel that we should be looking after the group that is using the facility now and have asked Connie to investigate and report back on this matter.

Another area requiring some attention is the kitchen. Malcolm suggested applying for some of the upcoming community grants that will be available. Kate pointed out that once the Shire's building report has been completed we should be able to define what is covered as maintenance by the council and what the rec reserve and football club should cover themselves.

Connie will report back once she has all the relevant information and a proposal for the works has been drafted. Once the proposal is ready it will then need to be forwarded to Malcolm and he will pass on the appropriate departments.

Another angle to be looked into is the funding available to be able to properly include and encourage girls into sport. There is already 6 netball teams ranging from under 8's to women's mixed, so this could be a good way to get some extra funding.

**Hall Committee.** Kate reported on the finalisation of the Newry Hall upgrade and the opening night held on May 24<sup>th</sup>. The annual 3 River's Ball will be held on the 22<sup>nd</sup> of June and then an official opening on the 28<sup>th</sup>. Kate and the committee were overwhelmed by the help and support from the local community, whether monetary or physical assistance, all was much appreciated. The Hall is a credit to the committee and people who carried out the works, it's been a huge undertaking and a terrific outcome.

**Fire Brigade.** Karen reported that the Brigade was kept busy over the summer with the Dargo and Rosedale fires and supporting strike teams etc. Thankfully the summer was nowhere near as busy as it could have been with our dry conditions.

**Council.** Malcolm reminded us that we really must have a Master Plan in place and urged us to get it happening.

**Meeting Closed 7.52pm – next meeting 19/08/2019.**

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

DIVISION: COMMUNITY AND CULTURE  
 ACTION OFFICER: MANAGER COMMUNITY WELLBEING  
 DATE: 2 JULY 2019

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

**OBJECTIVE**

For Council to receive the minutes from the Briagolong Recreation Reserve Committee of Management's General Meetings held on 13 May 2019 and 10 June 2019.

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

***That Council receive the minutes from the Briagolong Recreation Reserve Committee of Management's General Meetings held on 13 May 2019 and 10 June 2019.***

**BACKGROUND**

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

The objectives of the Special Committee are:

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

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

Conflict of Interest: It was noted that conflicts of interest were called for at the commencement of the Ordinary Meeting, with no conflicts being declared. Meetings held by the Briagolong Recreation Reserve Committee of Management are open to the public.

## **OPTIONS**

Council has the following options:

1. Receive the minutes from the Briagolong Recreation Reserve Committee of Management's General Meetings held on 13 May 2019 and 10 June 2019; or
2. Seek further information to be considered at a future Council Meeting.

## **PROPOSAL**

That Council receive the minutes from the Briagolong Recreation Reserve Committee of Management's General Meetings held on 13 May 2019 and 10 June 2019.

## **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 5.1.4 which establishes a framework for the guidance of Council in relation to the roles and responsibilities of Committees.

## **COUNCIL PLAN IMPACT**

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

Strategic Objective 2.2

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

Strategy 2.2.2

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

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

# BRIAGOLONG RECREATION RESERVE Special Committee of Council

## MINUTES

13<sup>th</sup> May 2019  
Briagolong Hotel

Meeting Opened Time: 7:39pm

### 1. Present / Apologies

Name	Title	Representing	Present / Apology
Carmel Ripper	Councillor	Wellington Shire	Present
Denis Murphy	Chairperson	Cricket Club	Present
Melissa Conway	Secretary	Football Club	Present
Vanessa Randle	Treasurer	Tennis Club	Present
Darren Randle		Community	Apology
Josh Harry		Community	Apology
Tracie Binger		Tennis Club	Present
Tracey Ryan		Pony Club	Present
Briony Padman		Cricket Club	Apology
Mark Wagstaff		Pony Club	Apology
Rosie Davidson		Football Club	Apology

### Quorum Achieved?

Yes

### 2. Declaration of Conflicts of Interest.

Nil

### 3. Confirmation of Minutes of Previous Meeting

Moved: Melissa      Seconded: Denis      **CARRIED**

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

### 4. Business Arising from Previous Minutes

Toilet has been delivered – located near tennis court. Have been paid \$1500 from the Council.

Access organized for lighting for the football club. Large light access – access through clubrooms still.

Possible LVA grant – letter of support from Rec Reserve.

Class 2 food premises, because of 1-2 days use is this an exemption? – Darren is looking into this more regarding food handling requirements. Class 2 kitchen – will be on clubs obtaining any relevant tickets – carry over to next month.

Letter out this week regarding horse being kept in Pony Club area.

Spider Sprayers have sprayed the shed - \$140.00 – energy efficient program

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

- 12KW solar-system – Darren Chester – energy efficient program
- Quote on pulling out / removal of stumps / smooth out ground around shed / landscaping. Ronnie Orchard - \$935 + GST.  
Moved: Tracie Binger                      Seconded: Denis Murphy
- Spider Sprayers Invoice - \$140.00
- Email Masterchef regarding photos
- Color scheme – Council
- Quote for Chairs – Denis
- Terms Of Reference
- Craig Sellings Plumbing – Invoice
- Drinking fountain quote
- Email from Council – regarding refurbishment.

#### **6. Correspondence Out – date previous minutes sent to Council**

- Email to Council – Denis – lack of progress
- Rang Gippsland Water to see if there is sponsorship for water fountain.

#### **7. Reports**

##### **7.1 Chairperson's Report**

Cricket Club have trenched the power and water across.  
Water fountain taps will be approx.. \$350.00  
Power across into the shed next two/three days

##### **7.2 Treasurer's Report**

See Attachment.

- Craig Sellings Plumbing \$3500. \$1800 of that was paid to two sub contractors. Four days labor was donated. A huge thankyou to Craig Sellings

### 7.3 User Group Reports

#### Pony Club

- Navigation Ride Sunday 12<sup>th</sup>. Sixty teams competed. Went from 7:30am through to early afternoon.
- Canteen has been set up with BBQs and gas burners.
- Next Rally 2<sup>nd</sup> June.
- Combined training day in August – date to be advised.
- Moved fridge over to shed.

#### Football

- Need power into the shed – hopefully by next meeting.

#### Cricket

- AGM last Tuesday    President: Craig Stewart  
                                 Treasurer: Briony Padman  
                                 Secretary: Dianna Annear

#### Tennis

- Quick Response Grant – has been approved. \$549.00 tennis \$1076 Shire.
- Works have started / electrical repairs.
- Tennis club would like to thank the Wellington Shire for everything they have done for the Briagolong Tennis Club financially, it is greatly appreciated.
- 26<sup>th</sup> May 10am – working bee to remove trees. Ronnie Orchard is doing the pulling out of the stumps and removal in kind – will also be completing the Rec Reserve jobs.
- New fence – will hopefully be started by the end of May
- Monday ladies tennis has almost finished – finals soon and then restart next term.
- The teams are doing well.

#### Community

- Big Screen Film Festival – long weekend in June
- Makers Market – long weekend in June
- MasterChef episode has aired.
- 

### 8. Volunteers-

- John has been doing the mowing

### 9. OHS / Risk / Facility Fault Report

Nil

### 10. New Rules of the Committee to be endorsed by Council- No update

### 11. General Business

- Divets on bottom oval. Is this Pony Clubs responsibility? Tracey Ryan has noticed a patch that needs fixing due to horses. Pony Club will come back to repair.
- For future thought – possibility of putting logs up end of bottom oval to stop vehicles being driven across the bottom oval.
- New ride event wasn't brought to the Rec Reserve Committee for approval / bond etc. This event should have had a bond paid towards IT.
- Was noted that heavy vehicles / semi trailer type vehicles were on the oval at the last Pony Club event.
- Tracie Binger will contact tennis Vic regarding the second hand furniture that they may have available as they have now refitted out their office space.

**12. Next Meeting**

Monday 10 June 7:30pm 2019

**Meeting Closed Time:**

8:46pm

**These minutes are:**

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

Or

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

Chairperson Signature.....

## Treasurers Report for meeting held May 13 2019

Reconciled Statement for April 30 2019

**Cash at Bank as at 31/03/2019** **19,075.30**

Income:

April

Briag Pony Club rent 2018/19	500.00	
WSC - Portable toilet hire funding	1,500.00	
Payment for sale of second hand chairs	130.00	
		2,130.00

Payments:

April

Craig Sellings Construction of new shed	2,000.00	
V Randle - ventolin, hinges & gift visa card (for oval checks)	118.79	
D Murphy - reimburse fuel shelving & shed's pvc & poly pipe	372.37	
		2,491.16

**Reconciled Bank Balance to date** **18,714.14**

*unpresented chq's & deposits*

**closing balance of accounts to date** **18,714.14**

Cheques to be authorised		
Gippsland Hire - portable toilet	378.00	
Spider sprayers	140.00	
Craig Sellings - Balance of shed construction costs	1,500.00	
		2,018.00
	<b>Balance Remaining to date...</b>	<b>16,696.14</b>

*correspondence:*

**BENDIGO ACCOUNT - Balance at 31/03/2018** **10,250.00**

**Balance as at 30/04/2019** **10,250.00**

# BRIAGOLONG RECREATION RESERVE Special Committee of Council

## MINUTES

10th June 2019  
Briagolong Community House

Meeting Opened Time: 7:35pm

### 1. Present / Apologies

Name	Title	Representing	Present / Apology
Carmel Ripper	Councillor	Wellington Shire	Present
Denis Murphy	Chairperson	Cricket Club	Present
Melissa Conway	Secretary	Football Club	Present
Vanessa Randle	Treasurer	Tennis Club	Present
Darren Randle		Community	Present
Josh Harry		Community	Apology
Tracie Binger		Tennis Club	Present
Tracey Ryan		Pony Club	Present
Briony Padman		Cricket Club	Apology
Mark Wagstaff		Pony Club	Present
Rosie Davidson		Football Club	Apology

### Quorum Achieved?

Yes

### 2. Declaration of Conflicts of Interest.

Nil

### 3. Confirmation of Minutes of Previous Meeting

Moved: Melissa      Seconded: Denis      **CARRIED**

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

### 4. Business Arising from Previous Minutes

- Divets have been repaired by Pony Club.
- Gippsland Water – will be back in touch next financial year regarding drinking fountain.

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

- Shire Evaluation
- An email letter to Denis from Boyde – read to Committee members.

#### **6. Correspondence Out – date previous minutes sent to Council**

- GST Return.

#### **7. Reports**

##### **7.1 Chairperson's Report**

Denis spoke to council to ensure workers doing refurb stick within the boundary as there has been tyre marks over the oval.

##### **7.2 Treasurer's Report**

See Attachment.

- Cricket Club, Tennis Club and Pony Club have all paid there rent. Footy Club still to pay. Pony Club have also paid their \$2500 contribution.
- Approx. balance \$27,000 in accounts.

##### **7.3 User Group Reports**

###### **Pony Club**

- Rally was on Sunday 2<sup>nd</sup> June. Good turn out. A few members participated in the Tetathlon Day on the Saturday 1<sup>st</sup> June.
- A couple of kids are going to zone at Bairnsdale on the 16<sup>th</sup> June.
- Book 13/14<sup>th</sup> July for instructor day and Rally.
- 10/11<sup>th</sup> August – combined training for training and Pony Club over the two days. This will be the last use of the top oval for 2019. A bond will apply and pre/post inspections with Matthew Clarke.
- LVA Grant is still going ahead as far as Tracey is aware.
- Another day may be needed by Pony Club during the school holidays – a text will be sent out confirming this and making sure there are no clashes with any other user groups.

###### **Football**

- Movie Night Friday 21<sup>st</sup> June.

###### **Cricket**

- Nil

###### **Tennis**

- Two women's teams into the finals next Monday.
- Electrical work at a stand still.

- LVA – everything going along smoothly – stock has been arriving slowly.

**Community**

- Market was great – successful.

**8. Volunteers-**

- Nil.

**9. OHS / Risk / Facility Fault Report**

- Ronnie to finish his work around the grounds – this week.

**10. New Rules of the Committee to be endorsed by Council- No update**

**11. General Business**

- End of month – Books have to go in to the auditor.
- All the past financial year minutes have to go in to the auditor also.
- The digital lock on shed has been installed.
- Beams in wall for memorabilia to hang safe will be getting installed in the new building on the main wall.
- Keep an eye on the BMX track making sure it clean, safe and functional.
- The down pipes are on the new shed / Denis will be painting them.
- Stainless steel benches in the canteen / bar has been replaced by laminate benches. Tiling around the area has also been included...approx. ¾ up the walls.
- Get a quote from Marathon Electrical to run wiring/cable for future installation of security cameras.

**12. Next Meeting**

Monday 8<sup>th</sup> June 7:30pm 2019

**Meeting Closed Time:**

8:29pm

**These minutes are:**

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

Or

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

Chairperson Signature.....

## Treasurers Report for meeting held June 5 2019

Reconciled Statement for May 31 2019

**Cash at Bank as at 30/04/2019** **18,714.14**

Income:

May

Briag Cricket club rent 2018/19	750.00	
Briag Tennis club rent 2018/19	500.00	
		1,250.00

Payments:

May

Gippsland Hire - portable toilet	378.00	
Spider sprayers	140.00	
Craig Sellings - Balance of shed construction costs	1,500.00	
T Binger - reimbursement for extra shed keys	22.50	
		2,040.50

**Reconciled Bank Balance to date** **17,923.64**

*unpresented chq's & deposits*

**closing balance of accounts to date** **17,923.64**

Cheques to be authorised	
D Murphy - storm water spouting supplies	52.50

	52.50
<b>Balance Remaining to date...</b>	<b>17,871.14</b>

*correspondence:*

<u>BENDIGO ACCOUNT - Balance at 30/04/2018</u>	10,250.00
Deposit Pony Club second pavilion instalment	2,500.00

**Balance as at 31/05/2019** **12,750.00**



## D. URGENT BUSINESS



## E. FURTHER GALLERY AND CHAT ROOM COMMENTS

*Gallery comments are an opportunity for members of the public to raise any particular matter they wish. This allows those in the gallery to speak directly to councillors but is not a forum designed for open discussion or debate. We will listen respectfully to what you have to say and make the commitment that the Mayor will respond to you in writing within one week if required, and a copy of that response will be circulated to all councillors.*

*This is not a forum for members of the public to lodge complaints against individuals, including councillors and staff, particularly as that individual gets no public right of reply to any matter raised. We take complaints seriously, and in line with the guidance from the Victorian Ombudsman and the local Government Inspectorate, we request that any specific complaint against an individual be put in writing. This way, your concern can be properly dealt with while ensuring fairness to all parties concerned.*

*If you wish to speak, we remind you that this part of the meeting is being recorded and broadcast on our website. Council's official Minutes will record that you have spoken to Council and the subject you spoke to Council about but will not record specific comments. We ask you to state your name in full, where you are from, and you have three minutes*

Meeting declared closed at:   pm

The live streaming of this Council meeting will now come to a close.



**F. CONFIDENTIAL ATTACHMENT/S**

**F. CONFIDENTIAL ATTACHMENT/S**



WELLINGTON  
SHIRE COUNCIL  
*The Heart of Gippsland*

ORDINARY COUNCIL MEETING  
2 JULY 2019

On this 11<sup>th</sup> day of June 2019, 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 **ITEM F1.1 AUDIT & RISK COMMITTEE MINUTES 31 MAY 2019** 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)



WELLINGTON  
SHIRE COUNCIL

*The Heart of Gippsland*

**ORDINARY COUNCIL MEETING  
2 July 2019**

On this day of 25 June 2019 , in accordance with Section 77 Clause (2) (c) of *the Local Government Act 1989*; I Chris Hastie General Manager Built and Natural Environment declare that the information contained in the attached document **ITEM F1.2 CONTRACT 2019-048 AQUA ENERGY PUMP HOUSE REPLACEMENT** confidential because it relates to the following grounds under Section 89(2) of the *Local Government Act 1989*:

**d) Contractual matters**

A handwritten signature in blue ink, appearing to be 'CH', with a long horizontal line extending to the right.

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



WELLINGTON  
SHIRE COUNCIL  
*The Heart of Gippsland*

**ORDINARY COUNCIL MEETING  
2 July 2019**

On this day of 25 June 2019 , in accordance with Section 77 Clause (2) (c) of *the Local Government Act 1989*; I Chris Hastie General Manager Built and Natural Environment declare that the information contained in the attached document **ITEM - F1.3 CONTRACT 2019-049 AQUA ENERGY PUMPS FILTRATION SYSTEM RENEWAL** confidential because it relates to the following grounds under Section 89(2) of the *Local Government Act 1989*:

**d) Contractual matters**

A handwritten signature in blue ink, appearing to be 'Chris Hastie', is written over a light blue circular stamp. The signature is fluid and cursive.

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



**G. IN CLOSED SESSION**

**G. IN CLOSED SESSION**

**COUNCILLOR**

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

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

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**IN CLOSED SESSION**

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**COUNCILLOR**

**COUNCILLOR**

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