



WELLINGTON
SHIRE COUNCIL
The Heart of Gippsland

Council Meeting Agenda

Meeting to be held at

Port Of Sale Civic Centre

Foster Street, Sale

Wednesday 5 November 2014, commencing at 3pm

**or join Wellington on the Web:
www.wellington.vic.gov.au**

ORDINARY MEETING OF COUNCIL – 5 NOVEMBER 2014

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Council Meeting Information

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

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

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



A - PROCEDURAL



STATEMENT OF ACKNOWLEDGEMENT

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



PRAYER

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

Amen

ITEM AA1

APPOINTMENT OF A TEMPORARY CHAIR

DIVISION:

GOVERNANCE

ACTION OFFICER:

MANAGER ORGANISATION DEVELOPMENT

DATE:

5 NOVEMBER 2014

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

OBJECTIVE

To appoint a temporary chair for the Council meeting prior to the election of a Mayor.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Councillor be appointed as Temporary Chair for this Council Meeting prior to the election of a Mayor.

ITEM AA2**ELECTION OF MAYOR**

DIVISION:

CORPORATE SERVICES

ACTION OFFICER:

MANAGER ORGANISATION DEVELOPMENT

DATE:

5 NOVEMBER 2014

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

OBJECTIVE

For Council to elect a Councillor to be Mayor at a meeting that is open to the public.

BACKGROUND

On the basis that Council resolved to elect the Mayor for a term of one year on 5 November 2014, in accordance with the requirements of the *Local Government Act 1989* (the Act) section 71(3)(a) the election of the Mayor is required to be undertaken after the fourth Saturday in October but not later than 30 November 2014. Prior to the election of the Mayor, Council may also resolve to elect a Mayor for a term of two years. If Council does not resolve to appoint a Mayor for a two year term, then the term of office of the Mayor will be for one year.

OPTIONS

Council has the following options:

1. Elect a Councillor to be Mayor at a meeting that is open to the public; or
2. Consider the election of a Mayor at a later meeting of Council.

PROPOSAL

It is proposed that Council elect a Councillor to be Mayor at a meeting that is open to the public.

CONFLICT OF INTEREST

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

LEGISLATIVE IMPACT

Section 71(1) of the *Local Government Act 1989* requires Council to elect a Mayor after the fourth Saturday in October but not later than 30 November and at a meeting that is open to the public.

The process being undertaken is in accordance with the requirements of this legislation.

COUNCIL PLAN IMPACT

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

Strategic Objective

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

Strategy 2.3

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

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

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Councillorbe elected as Mayor of Wellington Shire Council.

ITEM AA3**ELECTION OF DEPUTY MAYOR**

DIVISION:

CORPORATE SERVICES

ACTION OFFICER:

MANAGER ORGANISATION DEVELOPMENT

DATE:

5 NOVEMBER 2014

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

OBJECTIVE

For Council to elect a Councillor to be Deputy Mayor.

BACKGROUND

On the basis that Council resolved to elect the Mayor for a term of one year on 5 November 2014, in accordance with the requirements of the *Local Government Act 1989* (the Act) section 71(3)(a) the election of the Mayor is required to be undertaken after the fourth Saturday in October but not later than 30 November 2014. Prior to the election of the Mayor, Council may also resolve to elect a Mayor for a term of two years. If Council does not resolve to appoint a Mayor for a two year term, then the term of office of the Mayor will be for one year.

Council may also resolve to appoint a Deputy Mayor. Even though this role has no legal standing within the provisions of the Act, the Deputy Mayor has traditionally stood in for the Mayor at functions and other events where Council has been invited to be present and the Mayor has been unable to attend.

OPTIONS

Council has the following options:

1. Elect a Councillor to be Deputy Mayor; or
2. Not elect a Deputy Mayor.

PROPOSAL

It is proposed that Council elect a Councillor to be Deputy Mayor.

CONFLICT OF INTEREST

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

LEGISLATIVE IMPACT

Council's Local Law No 1 – 2014, Process of Municipal Government (Meetings and Common Seal) Part 7 allows for the election of a Deputy Mayor.

COUNCIL PLAN IMPACT

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

Strategic Objective

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

Strategy 2.3

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

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

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Councillor be elected as Deputy Mayor of Wellington Shire Council.



A - PROCEDURAL

A4 CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETING/S

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

ACTION OFFICER:

GENERAL MANAGER GOVERNANCE

DATE:

5 NOVEMBER 2014

OBJECTIVE

To adopt the minutes of the Ordinary Council Meeting of 21 October 2014

CONFLICT OF INTEREST

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

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council adopt the minutes and resolutions of the Ordinary Council Meeting of 21 October 2014 as tabled.



A - PROCEDURAL

A5 BUSINESS ARISING FROM PREVIOUS MEETING/S

ITEM A5

BUSINESS ARISING FROM PREVIOUS MEETING/S

ACTION OFFICER

CHIEF EXECUTIVE OFFICER

DATE:

5 NOVEMBER 2014

ITEM	FROM MEETING	COMMENTS	ACTION BY



A - PROCEDURAL

A6 ACCEPTANCE OF LATE ITEMS



A - PROCEDURAL

A7 NOTICE/S OF AMENDMENT OR RESCISSION



A - PROCEDURAL

A8 NOTICE/S OF MOTION



A - PROCEDURAL

A9 RECEIVING OF PETITIONS OR JOINT LETTERS

ITEM A9(1)

OUTSTANDING PETITIONS

ACTION OFFICER

GOVERNANCE

DATE:

5 NOVEMBER 2014

ITEM	FROM MEETING	COMMENTS	ACTION BY
NIL			



A - PROCEDURAL

A10 INVITED ADDRESSES, PRESENTATIONS OR ACKNOWLEDGEMENTS

KAYE BELCHER YARRAM-TARA RED CROSS CENTERNIRIAN CELEBRATION

ITEM A11

GALLERY COMMENTS

DIVISION:

CHIEF EXECUTIVE OFFICER

ACTION OFFICER:

CHIEF EXECUTIVE OFFICER

DATE:

5 NOVEMBER 2014



A - PROCEDURAL

A12 QUESTIONS ON NOTICE

ITEM A12(1)**OUTSTANDING QUESTIONS ON NOTICE**

ACTION OFFICER

CHIEF EXECUTIVE OFFICER

DATE:

5 NOVEMBER 2014

ITEM	FROM MEETING	COMMENTS	ACTION BY
Question on Notice: Could the CEO please request from the Shadow Minister for Transport an assurance that ALL Gippsland line passenger rail services, beginning and ending east of Pakenham, will start and/or terminate at either Flinders Street station or Southern Cross station, should the Labor Party form government after the next State election?	16 September 2014	A response will be provided at a future Council Meeting. 21 October 2014 Awaiting response <u>5 November 2014</u> Awaiting Response	General Manager Development

ITEM A12(3)

**RESPONSE TO QUESTION ON NOTICE – GIPPSLAND LINE
PASSENGER RAIL SERVICES**

OFFICER: GENERAL MANAGER DEVELOPMENT

DATE: 7 OCTOBER 2014

At the 16 September 2014 Council Meeting, Councillor Hole asked the following Question on Notice:

COUNCILLOR HOLE

Could the CEO please request from the Shadow Minister for Transport an assurance that ALL Gippsland line passenger rail services, beginning and ending east of Pakenham, will start and/or terminate at either Flinders Street station or Southern Cross station, should the Labor Party form government after the next State election?

A copy of the letter from the Chief Executive Officer is attached for Council's information.

21 October 2014

Awaiting response

5 November 2014

Awaiting Response



A - PROCEDURAL

A13 MAYOR'S REPORT

A Mayor's Report is due to be presented on the 18 November 2014.



A - PROCEDURAL

A14 YOUTH COUNCIL REPORT

Youth Council will present a report to Council quarterly.



B –REPORT

DELEGATES



C1 - REPORT

CHIEF EXECUTIVE OFFICER



C2 - REPORT

GENERAL MANAGER CORPORATE SERVICES

ITEM C2:1**APPOINTMENT OF COUNCILLORS TO COMMITTEES AND AS DELEGATES**

DIVISION: CORPORATE SERVICES
 ACTION OFFICER: MANAGER ORGANISATION DEVELOPMENT
 DATE: 5 NOVEMBER 2014

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

OBJECTIVE

To appoint Councillors to Council Committees and as delegates for other bodies.

BACKGROUND

Council operates a range of Committees, which require a Councillor nominee. Each year Council reviews the appointments to these Committees as well as the nominations of Councillors as delegates to other bodies.

Attached is a current register of all Committees requiring a Councillor nominee as well as other bodies for which Council has nominated a delegate to represent Council.

OPTIONS

Council has the following options:

1. Councillors be appointed to Council Committees and as delegates to other bodies in accordance with the tabled updated register; or
2. To appoint Councillors to Council Committees and as delegates to other bodies with amendments to the tabled updated register.

PROPOSAL

It is proposed that Councillors be appointed to Council Committees and as delegates to other bodies in accordance with the tabled updated register.

CONFLICT OF INTEREST

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

LEGISLATIVE IMPACT

In accordance with powers under the *Local Government Act 1989* (the Act) Council may establish advisory Committees as well as special Committees in accordance with section 86 of the Act.

The process being undertaken is in accordance with the requirements of this legislation.

COUNCIL PLAN IMPACT

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

Strategic Objective

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

Strategy 2.3

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

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

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Councillors be appointed to Council Committees and as delegates to other bodies in accordance with the tabled updated register.

COUNCIL ADVISORY COMMITTEES, SPECIAL COMMITTEES & COMMITTEES OF OTHER ORGANISATIONS (DELEGATES)

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SECTION 1: COUNCIL MEETINGS

Purpose:

Primary decision making forum of the Council at which general business of the Council may be transacted (Ordinary meetings). In the event of a requirement for a Special Meeting, only the business specified in the notice calling the meeting may be transacted.

Members:

Mayor and all Councillors

Schedule:

Ordinary Meetings: First and third Tuesday monthly (excepting January)

Special Meetings: As required

SECTION 2: COUNCIL ADVISORY COMMITTEES

COUNCIL ADVISORY COMMITTEES/MEETINGS

Council has established Advisory Committees to assist Council and the community in a number of areas. Advisory Committees consist of community members, Council officers and Councillors. They provide advice on a range of issues including: projects, planning, policy, resource planning, disability and community access, community amenity and many other strategic community issues.

These Committees have no other authority or purpose other than to give information or advice to Council to assist it in its ultimate decision- making role. The Mayor may attend any meeting.

NAME	DESIGNATED REPORTING OFFICER	<u>CONVENOR</u> or DELEGATES & ADMIN RESOURCES	SCHEDULE
<p>Wellington Access & Inclusion Advisory Group</p> <p><i>Purpose: To assist Council in monitoring the implementation of the Access Policy and Action Plan adopted in April 2003.</i></p>	Rural Access Project Coordinator	<p>Councillor Crossley</p> <p>Councillor McIvor (alternative)</p>	Monthly, 3 rd Wednesday
<p>Aqua Energy User Group Committee</p> <p><i>Purpose:</i></p> <p><i>1. To provide advice, information and feedback in relation to operational, maintenance and use of Aqua Energy – Lex Glover Aquatic Complex.</i></p> <p><i>2. To share information with other users of the Aqua Energy – Lex Glover Aquatic Complex.</i></p>	Lifestyle Facilities Coordinator	<p>A representative of the Sale Swimming Club</p> <p>A representative of the Living Longer Living Stronger (Council of the Ageing) program</p> <p>A representative from one primary school in the township of Sale</p> <p>A representative from one secondary school in the township of Sale</p> <p>A representative from each of two rural schools</p> <p>A representative from Wellington Access and Inclusion Advisory Group (WAIAG)</p> <p>Two representatives from Wellington Shire Council’s Healthy Lifestyles business unit</p> <p>Councillor McCubbin</p> <p>Councillor Rossetti</p>	Bi-monthly, 1st Tuesday at 4 pm
<p>Audit Committee</p> <p><i>Purpose: Advise Council in its discharge of its responsibilities for financial reporting, risk management,</i></p>	General Manager Corporate Services	<p>Peter Craighead (Independent chair),</p> <p>Alan Hall (Independent),</p>	Meets at least quarterly with extra meetings scheduled if needed

SECTION 2: COUNCIL ADVISORY COMMITTEES

COUNCIL ADVISORY COMMITTEES/MEETINGS

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NAME	DESIGNATED REPORTING OFFICER	<u>CONVENOR</u> or DELEGATES & ADMIN RESOURCES	SCHEDULE
<p><i>maintaining a reliable system of internal controls and fostering the organisation's ethical development.</i></p> <p>*Remuneration applies to independent members (non-Council)</p>		<p>Graeme Coull, (Independent), Councillor Duncan Councillor Cleary Councillor McIvor (alternative), Chief Executive Officer, General Manager Corporate Services</p>	

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These Committees have no other authority or purpose other than to give information or advice to Council to assist it in its ultimate decision- making role. The Mayor may attend any meeting.

NAME	DESIGNATED REPORTING OFFICER	<u>CONVENOR</u> or DELEGATES & ADMIN RESOURCES	SCHEDULE
<p>CEO Performance Review Committee</p> <p><i>Purpose: To oversee the review of the CEO's performance as per the terms and conditions of the contract of employment.</i></p>	General Manager Corporate Services	Mayor Remuneration Committee Chair (Councillor Duncan) Councillor Rossetti Councillor Hole – as an alternate member	As required
<p>Economic Development Advisory Committee</p> <p><i>Purpose: Will act as advisory group on economic development issues and projects.</i></p>	Manager Economic Development	Councillor Davine <u>Councillor Rossetti</u> Councillor Crossley Councillor Wenger Manager Economic Development	Quarterly
<p>Esso BHP Billiton Wellington Entertainment Centre Advisory Group</p> <p><i>Purpose: To advise the Council on the operation, policy development and future planning of Esso BHP Billiton</i></p>	Manager Arts & Culture	Councillor Rossetti Councillor Crossley Entertainment Centre Manager	Quarterly, usually 3rd Wednesday 6pm Feb, May, Aug & Nov

SECTION 2: COUNCIL ADVISORY COMMITTEES

COUNCIL ADVISORY COMMITTEES/MEETINGS

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These Committees have no other authority or purpose other than to give information or advice to Council to assist it in its ultimate decision- making role. The Mayor may attend any meeting.

NAME	DESIGNATED REPORTING OFFICER	<u>CONVENOR</u> or DELEGATES & ADMIN RESOURCES	SCHEDULE
<i>Wellington Entertainment Centre.</i>			
<p>Gippsland Art Gallery Advisory Group</p> <p><i>Purpose: To advise the Council on the operation, policy development and future planning of Gippsland Art Gallery.</i></p>	Manager Arts & Culture	<p>Councillor Davine</p> <p>Art Gallery Director</p>	<p>1st Monday Feb, April, Jun, Aug, Oct & Dec at 6pm</p>

SECTION 2: COUNCIL ADVISORY COMMITTEES

COUNCIL ADVISORY COMMITTEES/MEETINGS

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These Committees have no other authority or purpose other than to give information or advice to Council to assist it in its ultimate decision- making role. The Mayor may attend any meeting.

NAME	DESIGNATED REPORTING OFFICER	<u>CONVENOR</u> or DELEGATES & ADMIN RESOURCES	SCHEDULE
<p>Gippsland Regional Sports Complex User Group Committee</p> <p><i>1. Purpose: To provide advice, information and feedback in relation to operational, maintenance and use of Gippsland Regional Sports Complex.</i></p> <p><i>2. To share information with other users of the Gippsland Regional Sports Complex.</i></p>	GRSC Operational Leader	<p>Up to two (2) representatives of the Sale Amateur Basketball Association</p> <p>Up to two (2) representatives of the Sale Netball Association</p> <p>A representative of the Sale Hockey Club (Floorball)</p> <p>A representative of the Sale Women's Basketball Association</p> <p>Up to two (2) representatives of the Wellington Shire's, Healthy Lifestyles</p> <p>Councillor McCubbin, Councillor Davine</p>	Bi-monthly, 4 th Tuesday, 6pm
<p>Place Names Committee</p> <p><i>Purpose: Make recommendations to Council on naming issues.</i></p>	Manager Assets and Projects	<p>Councillor McCubbin, Councillor McIvor</p> <p>Councillor Davine</p>	3rd Tuesday every 3 months.
<p>Remuneration Committee</p> <p><i>Purpose</i></p> <p><i>1. To monitor and review Councillor expenses</i></p> <p><i>2. To review and recommend Councillor allowances.</i></p> <p><i>3. To review and monitor the salary, performance and</i></p>	General Manager Corporate Services	<p>Councillor Cleary</p> <p>Councillor Hole</p> <p><u>Councillor Duncan</u></p> <p>Chief Executive Officer</p> <p>General Manager Corporate Services</p>	Quarterly or more frequently if required

SECTION 2: COUNCIL ADVISORY COMMITTEES

COUNCIL ADVISORY COMMITTEES/MEETINGS

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These Committees have no other authority or purpose other than to give information or advice to Council to assist it in its ultimate decision-making role. The Mayor may attend any meeting.

<p><i>performance plan (including performance criteria) for the Chief Executive Officer.</i></p> <p><i>4. To monitor Enterprise Bargaining Agreements.</i></p> <p><i>5. To consult on Human Resources and Remuneration Policy.</i></p> <p><i>6. Any other related matters that may arise.</i></p>		<p>Manager People and Culture</p>	
<p>Stephenson Park Advisory Committee</p> <p><i>Purpose: To provide advice in relation to Master Planning for Stephenson Park recreation facilities.</i></p>	<p>Manager Natural Environment & Parks</p>	<p>Councillor McCubbin, Councillor Davine</p>	<p>Quarterly - 3rd Wednesday 7.30pm Feb, May, Aug, Nov</p>

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These Committees have no other authority or purpose other than to give information or advice to Council to assist it in its ultimate decision- making role. The Mayor may attend any meeting.

NAME	DESIGNATED REPORTING OFFICER	CONVENOR or DELEGATES & ADMIN RESOURCES	SCHEDULE
<p>Strategic Land Use Planning Projects Review Group</p> <p><i>Purpose: To provide local Councillor input into and review the range of current strategic planning projects.</i></p>	Manager Land Use Planning	<p>Councillor Wenger Councillor McCubbin Councillor McIvor</p> <p>General Manager Development, Manager Land Use Planning, Coordinator Strategic Planning, Strategic Planners, General Manager Built and Natural Environment, Manager Assets and Projects, Coordinator Infrastructure Development.</p>	Bi-monthly
<p>Swing Bridge & Precinct Advisory Group</p> <p><i>Purpose: To provide advice to Council on matters affecting the Swing Bridge Precinct.</i></p>	Manager Built Environment	<p>Councillor Rossetti Councillor McCubbin</p>	As required – at least annually
<p>West Gippsland Catchment Management Authority Advisory Group</p> <p><i>Purpose: Provide strategic advice on targeted programs and projects for WGCMA staff and board.</i></p>	Manager Land Use Planning	<p>Councillor Wenger (Southern) Councillor Duncan (Northern)</p>	As required.
<p>West Sale Airport and Yarram Aerodrome Strategic</p>	Manager Built Environment	<p>Councillor Cleary, Councillor Wenger, Councillor Rossetti</p>	As required.

SECTION 2: COUNCIL ADVISORY COMMITTEES

COUNCIL ADVISORY COMMITTEES/MEETINGS

Council has established Advisory Committees to assist Council and the community in a number of areas. Advisory Committees consist of community members, Council officers and Councillors. They provide advice on a range of issues including: projects, planning, policy, resource planning, disability and community access, community amenity and many other strategic community issues.

These Committees have no other authority or purpose other than to give information or advice to Council to assist it in its ultimate decision- making role. The Mayor may attend any meeting.

NAME	DESIGNATED REPORTING OFFICER	<u>CONVENOR</u> or DELEGATES & ADMIN RESOURCES	SCHEDULE
<p>Advisory Group</p> <p><i>Purpose: To advise Council in relation to the overall development of the West Sale Airport and Yarram Aerodrome and any other matters referred by Council</i></p>		<p>General Manager Built & Natural Environment</p> <p>Manager Built Environment</p> <p>Manager Economic Development</p>	

SECTION 3: SPECIAL COMMITTEES

SPECIAL COMMITTEES

Under Section 86 of the Local Government Act 1989, in addition to any Advisory Committees that the Council may establish, the Council may establish one or more special committees made up of any combination of Councillors; Council staff and other people.

The Council may by Instrument of Delegation, delegate its functions, duties or powers to a special committee, though this is subject to certain restrictions. The Mayor may attend any meeting.

NAME	DESIGNATED REPORTING OFFICER	<u>CONVENOR</u> or DELEGATES & ADMIN RESOURCES	SCHEDULE
<p>Briagolong Quarry Reserve Committee</p> <p><i>Purpose: To protect, promote and develop the Briagolong Quarry Reserve.</i></p>	Coordinator Community Committees	Councillor Cleary	Quarterly – 1 st Tues – Mar, Jun, Sep, Dec
<p>Briagolong Recreation Reserve Committee</p> <p><i>Purpose: To protect, promote and develop the Briagolong Recreation Reserve.</i></p>	Coordinator Community Committees	Councillor Cleary	3 rd Monday monthly at 7.30pm Briagolong Recreation Reserve
<p>Briefing Committee</p> <p><i>Purpose: Provide information to Councillors on various matters</i></p>		<u>Mayor</u> , all Councillors	When required
<p>Cameron Sporting Complex Committee</p> <p><i>Purpose: To protect, promote and develop the Cameron Sporting Complex, Maffra</i></p>	Coordinator Community Committees	Councillor Hole	3 rd Thursday of each month Cameron Sporting Complex 8pm

SECTION 3: SPECIAL COMMITTEES

SPECIAL COMMITTEES

Under Section 86 of the Local Government Act 1989, in addition to any Advisory Committees that the Council may establish, the Council may establish one or more special committees made up of any combination of Councillors; Council staff and other people.

The Council may by Instrument of Delegation, delegate its functions, duties or powers to a special committee, though this is subject to certain restrictions. The Mayor may attend any meeting.

NAME	DESIGNATED REPORTING OFFICER	<u>CONVENOR</u> or DELEGATES & ADMIN RESOURCES	SCHEDULE
<p>Gordon Street Reserve Committee</p> <p><i>Purpose: To protect, promote and develop the Gordon Street Reserve.</i></p>	Coordinator Community Committees	Councillor Hole	<p>2nd Thursday of every 2nd month</p> <p>Feb, Apr, Jun, Aug, Oct</p> <p>Gippsland Historical Auto Club-Heyfield</p>
<p>Maffra Recreation Reserve Committee</p> <p><i>Purpose: To protect, promote and develop the Maffra Recreation Reserve.</i></p>	Coordinator Community Committees	<p>Councillor Duncan</p> <p>Councillor Crossley (alternative)</p>	<p>1st Monday – each month</p> <p>Maffra Recreation Reserve Meeting Room</p>
<p>Newry Recreation Reserve Committee</p> <p><i>Purpose: To protect, promote and develop the Newry Recreation Reserve.</i></p>	Coordinator Community Committees	<p>Councillor Duncan</p> <p>Councillor Crossley (alternative)</p>	<p>3rd Monday</p> <p>Feb, May, Aug & Nov</p>

SECTION 3: SPECIAL COMMITTEES

SPECIAL COMMITTEES

Under Section 86 of the Local Government Act 1989, in addition to any Advisory Committees that the Council may establish, the Council may establish one or more special committees made up of any combination of Councillors; Council staff and other people.

The Council may by Instrument of Delegation, delegate its functions, duties or powers to a special committee, though this is subject to certain restrictions. The Mayor may attend any meeting.

NAME	DESIGNATED REPORTING OFFICER	<u>CONVENOR</u> or DELEGATES & ADMIN RESOURCES	SCHEDULE
<p>Sale Performance Space Fundraising Committee</p> <p>2.1 To maintain a public fund into which the public may contribute towards the construction, maintenance, upgrade and expansion of Wellington Shire Council owned cultural spaces, facilities and equipment.</p> <p>2.2 To maintain a public fund into which the public may contribute towards cultural activities, programs and events conducted by Wellington Shire Council through Wellington Shire Council owned cultural spaces and facilities. To coordinate fundraising activities on behalf of Wellington Shire Council owned cultural spaces and facilities. To obtain all necessary permits and approvals required for eligible fundraising activities.</p> <p>To retain the registration of the Sale Performance Space Donations Fund on the Register of Cultural Organisations for the purposes of the Income Tax Assessment Act 1997 (Commonwealth), ensuring that those cultural activities and projects accepted meet the definition of the “organisation’s principal purpose” in the Register of Cultural Organisations Guide.</p>	<p>Manager Arts & Culture</p>	<p><u>Councillor McCubbin,</u></p> <p>Manager Finance</p> <p>Manager Arts & Culture</p> <p>Entertainment Centre Manager</p>	<p>As required – at least once annually</p>

SECTION 4: COMMITTEES OF OTHER ORGANISATIONS (DELEGATES)

COMMITTEES OF OTHER ORGANISATIONS (DELEGATES)

Councillors are often requested or required to represent Council via participation on Committees formed by other organisations.

NAME	<u>CONVENOR</u> or DELEGATES & ADMIN RESOURCES	SCHEDULE
Clean Coal Victoria Advisory Committee <i>Purpose: To provide input into the management of brown coal in the Latrobe Valley</i>	Councillor McCubbin appointed as a GLGN member representative	As required
Coastal Agencies Liaison Group <i>Purpose: To discuss coastal issues</i> <i>Facilitated by: Department of Sustainability & Environment</i>	Councillor Wenger Environmental Planner	2 monthly (Feb, April, June etc.) Location: Yarram
Federation Business School (Gippsland) Regional Advisory Board <i>Purpose: To provide an opportunity for members of the community to assist with ensuring the relevance of school curriculum.</i> <i>Facilitated by: Federation University</i>	Councillor Rossetti Councillor Duncan (alternative)	Twice yearly Location: Churchill

COMMITTEES OF OTHER ORGANISATIONS (DELEGATES)

Councillors are often requested or required to represent Council via participation on Committees formed by other organisations.

NAME	<u>CONVENOR</u> or DELEGATES & ADMIN RESOURCES	SCHEDULE
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SECTION 4: COMMITTEES OF OTHER ORGANISATIONS (DELEGATES)

COMMITTEES OF OTHER ORGANISATIONS (DELEGATES)

Councillors are often requested or required to represent Council via participation on Committees formed by other organisations.

NAME	CONVENOR or DELEGATES & ADMIN RESOURCES	SCHEDULE
<p>Gippsland Climate Change Network Incorporated</p> <p><i>Purpose: To provide Gippsland, at an individual and organisational level; information, consultation and facilitation to enable action on climate change, whilst also providing a voice for Gippsland on climate change issues.</i></p>	Councillor McCubbin	10am - 1pm, 1st Monday of each month unless otherwise noted
<p>Gippsland Local Government Network (GLGN)</p> <p><i>Purpose: Regional co-operation and lobbying by Gippsland Councils.</i></p> <p><i>Facilitated by: SOCOM (Secretariat)</i></p>	Mayor Chief Executive Officer	Bi-monthly 2nd Friday
<p>Gippsland Plains Rail Trail Alliance</p> <p><i>Purpose:</i></p> <p><i>Supporting Australia Rail Trails</i></p>	Councillor Crossley	
<p>Gippsland Regional Aboriginal Justice Advisory Committee</p> <p><i>Purpose:</i></p> <ol style="list-style-type: none"> 1. <i>advocate for and promote improved justice outcomes and Koori justice initiatives to both Koori communities and government agencies;</i> 2. <i>develop and implement regional justice plans that address Koori over-representation;</i> 3. <i>promote and participate in cross agency and partnership forums, such as the Aboriginal Justice Forum, and other initiatives to address Koori disadvantage;</i> 4. <i>work with other regional Koori advocacy groups;</i> 5. <i>monitor and comment on Koori contact with the justice system at a regional/state-</i> 	Councillor Duncan	At least 6 times a year

SECTION 4: COMMITTEES OF OTHER ORGANISATIONS (DELEGATES)

COMMITTEES OF OTHER ORGANISATIONS (DELEGATES)

Councillors are often requested or required to represent Council via participation on Committees formed by other organisations.

NAME	CONVENOR or DELEGATES & ADMIN RESOURCES	SCHEDULE
<p><i>wide level;</i></p> <p>6. <i>promote and nurture the Local Aboriginal Justice Action Committees, providing advocacy for them at the regional level;</i></p> <p>7. <i>aid in the successful delivery of Koori programs under the Victorian Aboriginal Justice Agreement (AJA).</i></p>		
<p>Gippsland Local Government Waste Forum</p> <p><i>Purpose: Works in tandem with GWRRG</i></p>	Councillor Wenger (Chair)	Bi-monthly
<p>Gippsland Water Environment Consultative Committee</p> <p><i>Purpose: Consult with the community on environmental issues pertaining to Gippsland Water's operation as well as consulting with the community on actions undertaken to improve the sustainability of the business.</i></p>	Councillor Duncan	Quarterly: February, May, August, November
<p>High Country Coalition</p> <p><i>Purpose: Represent the combined interests of the high-country communities by engaging in constructive dialogue with both State and Federal Governments and to work collaboratively on issues of mutual interest to enhance community wellbeing and create a sustainable future.</i></p>	Councillor Hole Chief Executive Officer Mayor	As required
<p>Monash University East Gippsland Regional Clinical School Community Advisory Committee</p> <p><i>Purpose: To provide support to medical students to establish vital community links and networks, interact with other medical students and local school communities, and support the students in fulfilling curriculum requirements and maximising learning opportunities.</i></p>	Councillor Davine Councillor Hole Manager Corporate Services	As required

SECTION 4: COMMITTEES OF OTHER ORGANISATIONS (DELEGATES)

COMMITTEES OF OTHER ORGANISATIONS (DELEGATES)

Councillors are often requested or required to represent Council via participation on Committees formed by other organisations.

NAME	CONVENOR or DELEGATES & ADMIN RESOURCES	SCHEDULE
Municipal Association of Victoria (MAV) <i>Purpose: Peak body representing Victorian Councils. Councillors also representing at the Australian Local Government Association (ALGA).</i>	Councillor Hole Councillor Rossetti (alternative)	Twice annually & infrequently during the year
National Sea Change Task Force <i>Purpose: To bring together the coastal shires experiencing the sea-change phenomenon. Facilitated by: Alan Stokes – Executive Officer SCTF</i>	Councillor Wenger General Manager Development	Twice yearly (ALGA and Forum)
National Timber Council Association Inc <i>Purpose: To pursue a variety of issues relevant to local governments that have forest industries/timber issues with the Federal Government.</i>	Councillor Hole Councillor Wenger (alternative)	Twice yearly at the ALGA Conference and Annual Meeting in November
Port Albert Water Sports & Safety Centre Inc	Manager Built Environment Councillor Wenger	As required
Road Safe Gippsland <i>Purpose: Provides support and financial assistance to Council through its Road Safety Strategy Steering Committee.</i>	Councillor Wenger	Quarterly (1st Wednesday 10am) March, June, Sep

SECTION 4: COMMITTEES OF OTHER ORGANISATIONS (DELEGATES)

COMMITTEES OF OTHER ORGANISATIONS (DELEGATES)

Councillors are often requested or required to represent Council via participation on Committees formed by other organisations.

NAME	CONVENOR or DELEGATES & ADMIN RESOURCES	SCHEDULE
<p>Sale Memorial Hall</p> <p><i>Purpose: To manage, protect, promote and develop the Sale Memorial Hall.</i></p> <p><i>Facilitated by: Sale Memorial Hall Committee</i></p>	Councillor McCubbin	Monthly, 3 rd Tuesday 7.30pm
<p>South East Australian Transport Strategy (SEATS)</p> <p><i>Purpose: Integrated transport strategy for South East Australia. Includes representatives of municipalities and other organisations from Dandenong to Wollongong. Facilitated by: SEATS</i></p>	Councillor Wenger Councillor Cleary (alternative) General Manager Built & Natural Environment	Quarterly, 2 nd Thursday & Friday (Feb, May, Aug, Nov) Meeting venue rotates b/t Vic, ACT & NSW
<p>Timber Towns Victoria</p> <p><i>Purpose: To pursue a variety of issues relevant to local governments which have forest industries in Victoria and keep abreast of the issues and trends in forestry development that may have an impact upon rural communities.</i></p>	Councillor Hole Councillor Wenger (alternative)	2nd Friday each month (Executive) 2nd Friday bi-monthly (Ordinary Members)
<p>Wellington Regional Tourism (WRT)</p> <p><i>Purpose: To promote Wellington Gippsland tourism.</i></p>	Councillor Crossley, Councillor McIvor (alternative) Tourism Development Officer	Monthly

SECTION 4: COMMITTEES OF OTHER ORGANISATIONS (DELEGATES)

OTHER GROUPS, TASKFORCES, PROJECT CONTROL GROUPS (PCG'S) & STATUTORY COMMITTEES

These Groups, Taskforces, PCG's and Statutory Committees are subject to formal Council approval processes

NAME	CONVENOR or DELEGATES & ADMIN RESOURCES	SCHEDULE (Include Sunset Dates)
<p>Built Environment Strategic Group</p> <p><i>Purpose: To ensure commitment to the strategic priorities of the Built Environment Strategy including understanding future asset requirements, the responsible expansion of community infrastructure and monitoring performance.</i></p>	<p>Councillors Mclvor and Cleary</p> <p>Chief Executive Officer.</p> <p>General Manager Corporate Services</p> <p>General Manager Built & Natural Environment, Manager Finance, General Manager Liveability, Manager Healthy Lifestyles, Manager Assets & Projects, Coordinator Built Environment Planning, <u>Manager Built Environment</u></p>	<p>Quarterly</p>
<p>Livestock Exchange Committee</p> <p><i>Purpose: To advise Council on issues relating to the operation of the existing Sale Livestock Exchange and to oversee the development of a new livestock selling facility for the Wellington Shire.</i></p>	<p>Councillors Hole and Mclvor</p> <p>Chief Executive Officer</p> <p>Coordinator Commercial Properties</p> <p><u>General Manager Built & Natural Environment</u></p> <p>Manager Built Environment</p>	<p>As required</p>

SECTION 4: COMMITTEES OF OTHER ORGANISATIONS (DELEGATES)

OTHER GROUPS, TASKFORCES, PROJECT CONTROL GROUPS (PCG'S) & STATUTORY COMMITTEES

These Groups, Taskforces, PCG's and Statutory Committees are subject to formal Council approval processes

NAME	CONVENOR or DELEGATES & ADMIN RESOURCES	SCHEDULE (Include Sunset Dates)
<p>Health Wellington Action Group</p> <p>Purpose:</p>	<p>Councillor Mclvor</p> <p>Councillor Davine (alternative)</p>	<p>Quarterly</p>
<p>Rural Councils Victoria Executive Committee</p> <p><i>Purpose: Rural Councils Victoria (RCV) aim at supporting the successful delivery of advocacy, programs and communications for rural councils.</i></p>	<p>Councillor Hole</p>	<p>Monthly</p>
<p>Wellington Shire Council Emergency Management Planning Committee</p> <p>(Council committee appointed in accordance with the Emergency Management Act 1986 section 21)</p> <p><i>Purpose: The Committee will prepare a draft municipal emergency management plan for consideration by the Wellington Shire Council. Once prepared the plan must be maintained by the Council.</i></p> <p><i>The Committee will also maintain liaison, co-ordinate emergency working and</i></p>	<p>Councillor Crossley, Councillor Duncan (alternative)</p> <p>Municipal Emergency Resource Officer (MERO)</p> <p>Municipal Recovery Manager (MRM)</p> <p>Municipal Fire Prevention Officer (MFPO)</p>	<p>Twice annually or more often if required.</p>

SECTION 4: COMMITTEES OF OTHER ORGANISATIONS (DELEGATES)

OTHER GROUPS, TASKFORCES, PROJECT CONTROL GROUPS (PCG'S) & STATUTORY COMMITTEES

These Groups, Taskforces, PCG's and Statutory Committees are subject to formal Council approval processes

NAME	CONVENOR or DELEGATES & ADMIN RESOURCES	SCHEDULE (Include Sunset Dates)
<i>operational arrangements, conduct exercises and other emergency management activities such that emergencies may be prevented and when they do occur are managed appropriately.</i>	Coordinator Municipal Emergency Municipal Emergency Manager (General Manager Liveability)	
Wellington Road Safety Partnership Group	Councillor Wenger	Every 2 months

ITEM C2.2**ASSEMBLY OF COUNCILLORS**

DIVISION: CORPORATE SERVICES

ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES

DATE: 5 NOVEMBER 2014

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

OBJECTIVE

To report on all assembly of Councillor records received during the period 8 to 21 October 2014.

BACKGROUND

Section 80A of the *Local Government Act 1989* requires a written record to 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 Councillors records received during the period 8 to 21 October 2014.

Assembly of Councillors summary of reports received between 8 to 21 October 2014.		
Date	Matters considered	Councillors and officers in attendance
21 October 2014	1. Councillor Expense Report	Councillors Cleary, Duncan, Hole John Websdale, General Manager Development Tracey Cummings, Acting General Manager Corporate Services
21 October 2014	1. Councillors' Diary Meeting	Councillors Crossley, Cleary, Davine, McCubbin, Mclvor, Wenger John Websdale, Acting Chief Executive Officer Gail Hogben, Executive Assistant (Item 1) Sharon Willison, Mayoral & Councillor Support Officer (Item 1)
21 October 2014	1. Councillor Diary/IT Meeting (am to am) 2. Pre Council Meeting Agenda review (am to am)	Councillors Crossley, Cleary, Davine, McCubbin, Mclvor, Wenger Chris Hastie, General Manager Built & Natural Environment John Websdale, General Manager Development Tracey Cummings, Acting General Manager Corporate Services Vanessa Ebsworth, Manager Organisation Development

OPTIONS

Council has the following options:

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

PROPOSAL

That Council note and receive the attached assembly of Councillors records received during the period 8 to 21 October 2014.

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 2013-17 Theme 2 Organisational states the following strategic objective and related strategy:

Strategic Objective

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

Strategy 2.3

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

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

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council note and receive the attached assembly of Councillors records received during the period 8 to 21 October 2014.

ASSEMBLY OF COUNCILLORS

1. **DATE OF MEETING: 21/10/14**

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

(A meeting of an advisory committee of the Council where at least one Councillor is present; or a planned or scheduled meeting of at least half of the Councillors and one staff member)

Councillors

Name	In attendance (tick)		Name	In attendance (tick)	
	Yes	No		Yes	No
Cr Crossley			Cr McCubbin		
Cr Rossetti			Cr Mclvor		
Cr Cleary	√		Cr Wenger		
Cr Davine			Cr Hole	√	
Cr Duncan	√				

Officers In Attendance

Name	In attendance (tick)		Name	In attendance (tick)	
	Yes	No		Yes	No
D Morcom, CEO			J Websdale, GMD	√	
C Hastie, GMB&NE			T Cummings, Acting GMCS	√	
G Butler, GML					

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

Name	Item No.	Name	Item No.
N/A			

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

1. Councillor Expense Report

4 **Conflict of Interest disclosures made by Councillors and Officers:**

N/A

ASSEMBLY OF COUNCILLORS

1 DATE OF MEETING: 21/10/2014

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

(A meeting of an advisory committee of the Council where at least one Councillor is present; or planned or scheduled meeting of at least half of the Councillors and one staff member)

Councillors:

Name	In attendance (tick)		Name	In attendance (tick)	
	Yes	No		Yes	No
Cr Crossley	√		Cr McCubbin	√	
Cr Rossetti		√	Cr Mclvor	√	
Cr Cleary	√		Cr Wenger	√	
Cr Davine	√		Cr Hole		√
Cr Duncan		√			

Officers In Attendance:

Name	In attendance (tick)		Name	In attendance (tick)	
	Yes	No		Yes	No
D Morcom, CEO		√	G Butler, GML		√
C Hastie, GMB&NE		√	J Websdale , A/CEO	√	

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

Name	Item No.	Name	Item No.
Gail Hogben	1		
Sharon Willison	1		

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

1. Councillors' Diary Meeting	2.
3.	4.
4.	5.
6.	7.
8.	9.

4. Conflict of Interest disclosures made by Councillors:

(The Councillor must leave the meeting whilst the matter is being considered)

Include Councillor Name and Item number:

ASSEMBLY OF COUNCILLORS

1. DATE OF MEETING: 21/10/14

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

(A meeting of an advisory committee of the Council where at least one Councillor is present; or a planned or scheduled meeting of at least half of the Councillors and one staff member)

Councillors

Name	In attendance (tick)		Name	In attendance (tick)	
	Yes	No		Yes	No
Cr Crossley	√		Cr McCubbin	√	
Cr Rossetti			Cr Mclvor	√	
Cr Cleary	√		Cr Wenger	√	
Cr Davine	√		Cr Hole		
Cr Duncan					

Officers In Attendance

Name	In attendance (tick)		Name	In attendance (tick)	
	Yes	No		Yes	No
D Morcom, CEO			J Websdale, GMD	√	
C Hastie, GMB&NE	√		T Cummings, Acting GMCS	√	
G Butler, GML			V Ebsworth, MOD	√	

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

Name	Item No.	Name	Item No.
N/A			

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

1. Councillor Diary / IT Meeting
2. Pre-Council Meeting Agenda

4 Conflict of Interest disclosures made by Councillors and Officers:

N/A



C3 - REPORT

GENERAL MANAGER DEVELOPMENT



C4 - REPORT

GENERAL MANAGER BUILT & NATURAL ENVIRONMENT

ITEM C4:1**APPLICATION FOR REVOCATION OF AN UNUSED ROAD LICENCE – PART OF GOVERNMENT ROAD (ELLIOT ROAD, VALENCIA CREEK)- CA 5 SECTION 1 - PARISH OF KOOROOL**

DIVISION: BUILT AND NATURAL ENVIRONMENT

ACTION OFFICER: MANAGER ASSETS & PROJECTS

DATE: 5 NOVEMBER 2014

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

OBJECTIVE

The objective of this report is for Council to consider an application from the licence holder for the revocation of an unused road grazing licence over a section of a government road (Elliot Road, Valencia Creek) abutting the eastern boundary of Crown Allotment 5 Section 1, Parish of Koorool as shown on the attached plan.

BACKGROUND

Unused roads may be licenced or leased either on an annual, triennial or 99 year term and are issued by the Department of Environment and Primary Industries (DEPI). They may be revoked (fully or in part) on written request from Council. DEPI is seeking advice from Council if this section of Government Road is required for public traffic.

The Elliott family as owners of the property described as Crown Allotment 5 Section 1 Parish of Koorool have held the unused road grazing licence over this section of Elliot Road since the 1950's. The road reserve is no longer used for grazing and it is fenced on both sides and is open to the public.

The road has been open to through traffic for many years. It has been used as access to the lots to the north and access by the public, fire and service authorities to the state forests. DEPI has advised that even though the road is being used for through traffic they require a Council resolution stating that the road is required for public traffic and a written request to revoke the unused road grazing licence.

The registered licensee has provided written notice that they have no objection to the revocation of the licence.

Elliot Road is a continuation of Dows Road which is classified as a Local Access B road in the Wellington Shire Register of Public Roads. The southern 800 metres of Elliot Road from Dows Road meets the criteria for reasonably required for general public use within the Wellington Shire Road Management Plan and as such if the grazing licence is revoked then this section will be added to the register.

OPTIONS

Council has the following options:

1. Pursuant to *Section 407 (1) of the Land Act 1958*, as it is desirable in the public interest, the Department of Environment and Primary Industries be requested that the unused road licence held over the unused Government Road east of Crown Allotment 5 Section 1, Parish of Koorool be revoked as the road is required for public traffic; or

2. Determine that the road is not required for public traffic and advise the Department of Environment and Primary Industries accordingly.

PROPOSAL

It is proposed, pursuant to *Section 407 (1) of the Land Act 1958*, as it is desirable in the public interest, the Department of Environment and Primary Industries be requested that the unused road licence held over the unused Government Road east of Crown Allotment 5 Section 1, Parish of Koorool be revoked as the road is required for public traffic.

CONFLICT OF INTEREST

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

LEGISLATIVE IMPACT

Application for revocation of the licence has been made pursuant to *Section 407(1) of the Land Act 1958*.

COUNCIL POLICY IMPACT

There is no Council policy on the revocation of unused road licences. Each application is treated on merit.

COUNCIL PLAN IMPACT

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

Strategic Objective

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

Strategy 4.1

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

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

COMMUNITY IMPACT

The unused Government Road is currently fenced and is used for road purposes. Revocation of the licence will allow the use of this section of road reserve for the continued access to the properties to the north of the licence area. It is intended to add this section of road to the Wellington Shire Council Register of Public Roads.

CONSULTATION IMPACT

The licence holder and the applicant are the same persons and therefore the only persons affected by the licence. The licence holder/applicant has written to Council advising they have no objection

to the revocation of the licence and requested Council advise DEPI that the revocation of the licence is required.

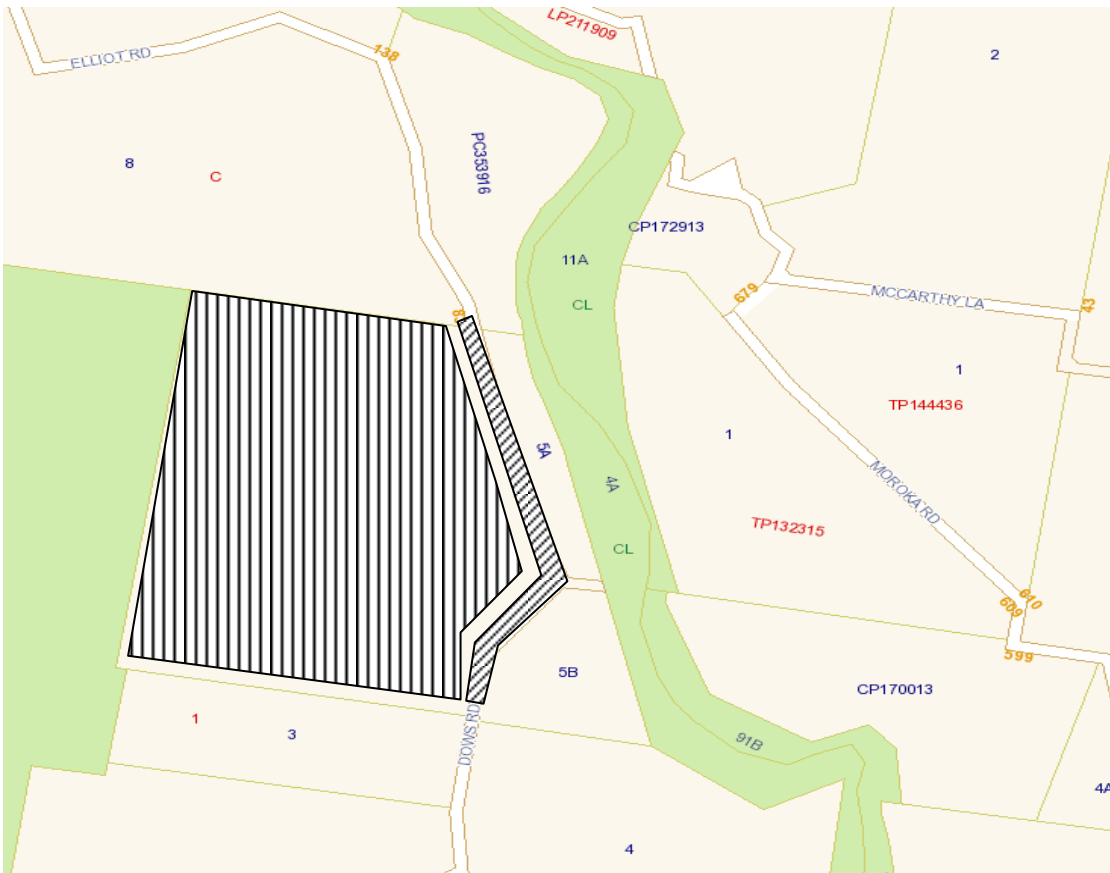
PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That;

Pursuant to Section 407 (1) of the Land Act 1958, as it is desirable in the public interest, the Department of Environment and Primary Industries be requested that part of the unused road licence held over the unused Government Road south of Crown Allotment 5 section 1, Parish of Koorool be revoked as it is required for public traffic.

LICENCE REVOCATION – VALENCIA CREEK - PARISH OF KOOROOL



 LICENCE TO BE

 LICENCE HOLDER



 LICENCE TO BE REVOKED

ITEM C4.2**PROPOSED TRANSFER OF LAND TO GIPPSLAND WATER**

DIVISION: BUILT AND NATURAL ENVIRONMENT

ACTION OFFICER: MANAGER BUILT ENVIRONMENT

DATE: 5 NOVEMBER 2014

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

OBJECTIVE

For Council to consider a request from Central Gippsland Region Water Corporation (trading as Gippsland Water) to transfer a parcel of Council owned land to be used as an underground pumping station.

BACKGROUND

Gippsland Water have written to Council seeking an area of land for a new pumping station to be located in part of the Stead Street Reserve, Sale (see Attachment One for an aerial overview). They have indicated that the current pump is to be replaced and whilst the existing pumps location is within land controlled by Gippsland Water this location is not suitable for a new pumping station for logistical reasons.

Accordingly Gippsland Water is seeking Council to transfer land in order to accommodate a new pumping station. The area of land, with its increased footprint, will ensure the sewer system can cope with existing and future capacity requirements. Gippsland Water have stated that the existing infrastructure has exceeded its lifespan and capacity rating and there is some risk of failure which may result in a spill of sewer into surrounding areas.

Gippsland Water have drafted a proposed plan of subdivision to allow them to acquire land for the new pump station within the Stead Street Recreation Reserve (see Attachment Two). This has been reviewed by relevant Wellington Shire Council Business Units who have no objection to the proposed land transfer.

Gippsland Water have indicated that the transfer of land should be at no consideration as the project was instigated for the benefit of residents and the works will provide a benefit to Council in ensuring that sewerage facilities are available for future subdivisions. In light of this, Gippsland Water will meet all legal and design costs and disbursements (see Attachment Three).

The report however recommends that the consideration for the transfer of land be at market valuation.

OPTIONS

Council has the following options available:

1. Transfer the land at no consideration; or
2. Require a financial consideration as a term of the transfer. For the purposes of assessing the land value a valuation has been commissioned.

PROPOSAL

That:

1. Council resolve to transfer to Central Gippsland Region Water Corporation (Gippsland Water) Part of Certificate of Title Volume 4867 Folio 847, Lot 1 TP 205342 as described on draft PS704992E, at the assessed market valuation as consideration with Gippsland Water meeting all costs; and
2. Council enact the provisions of Section 191 of the *Local Government Act 1989* (the Act) to authorise the transfer of the agreed land parcel to Gippsland Water at the assessed market valuation as noting that the public notification process stipulated under Section 189 of the *Local Government Act* is not applicable in this case.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

An appropriate market valuation has been commissioned for council by Gippsland Water and the land has been valued at \$13,000 (see excerpt in Attachment Four).

Gippsland Water have stated they will meet all costs associated with the preparation of the plans of subdivision, all legal expenses and the lodgement of the plans at Land Victoria for issue of titles, and other direct costs.

COMMUNICATION IMPACT

No communication impacts have been identified.

LEGISLATIVE IMPACT

Council is exempt from the provisions of the *Local Government Act 1989*, Section 189, with respect to the transfer of lands effected with a "public body" as defined in the legislation. As such, Council is exempt from the requirement to publically advertise the proposed land transfer and to receive submissions.

Gippsland Water as the acquiring authority must comply with the provisions of the *Land Compensation and Acquisition Act 1989* (Vic) which requires the Authority to serve an acquisition notice on the Council.

Any planning permit requirements would need to be satisfied by Gippsland Water for the land to be used as a pump station.

COUNCIL POLICY IMPACT

The proposed transfer does not conflict with Council's policy regarding Sale, Exchange and Acquisition of Land.

The policy outlines that transactions should be in the interests of the community and provide the best result (financial and non-financial).

It has been assessed that there is no specific justification that the land should be transferred at less than market value and this is reflected in the reports recommendation.

COUNCIL PLAN IMPACT

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

Strategic Objective

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

Strategy

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

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

RESOURCES AND STAFF IMPACT

Workload requirements resulting from this proposal will be met from existing resources.

COMMUNITY IMPACT

Substantial community benefit will result from ensuring that there is reduced potential for the failure of the sewer pump system.

ENVIRONMENTAL IMPACT

The transfer will support the benefits from the sewerage scheme by removing the potential for effluent seepage into the Gippsland Lakes.

In relation to any amenity impacts such as noise or odour, Gippsland Water have advised that the proposed design is in line with Gippsland Water's standards. Gippsland Water does not believe the pump station will impact the surrounding houses or users of the reserve in terms of noise or odour. There may be some impact during construction and Gippsland Water will coordinate with the users of the reserve and the adjacent landowner to ensure minimal disruption to them.

CONSULTATION IMPACT

Council has requested that Gippsland Water consult and inform relevant stakeholders regarding the project, including users of the recreation reserve and adjoining land owner/occupiers. Following enquiries, Gippsland Water received no objections to consultation undertaken with the user groups of the Recreation Reserve.

Gippsland Water have advised that there is only one surrounding resident who may be impacted and pursuant to s175 of the *Water Act 1989* (Vic) Gippsland Water is required to serve a notice advising of the work and seek submissions. This will occur once the land tenure is known. In the interim Gippsland Water will write to the landowner and occupier (if different) to advise of the possible works.

It should be noted that the existing pump station control cabinet is located to the north of this property in the road reserve. These works will be removed as part of the decommissioning.

RISK MANAGEMENT IMPACT

No issues of risk management have been identified as applicable in approving the transfer of Council land.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That:

- 1. Council resolve to transfer to Central Gippsland Region Water Corporation (Gippsland Water) Part of Certificate of Title Volume 4867 Folio 847, Lot 1 TP 205342 as described on draft PS704992E, at the assessed market valuation as consideration with Gippsland Water meeting all costs; and***
- 2. Council enact the provisions of Section 191 of the Local Government Act 1989 (the Act) to authorise the transfer of the agreed land parcels to Gippsland Water at the assessed market valuation as consideration noting that the public notification process stipulated under Section 189 of the Act is not applicable in this case.***



Stead Street Recreation Reserve Sale




Print Date: 26/08/2014 1:41:03 PM

0 30 60 90 120
Metres

1:2,738

This material may be of assistance to you but Wellington Shire Council and the State of Victoria and their employees do not guarantee that the publication is without flaw of any kind or is wholly appropriate for your particular purposes and therefore disclaims all liability for any error, loss or consequences which may arise from your relying on any information contained in this material (or publication).

ATTACHMENT TWO

PLAN OF SUBDIVISION PURSUANT TO SECTION 35 SUBDIVISION ACT 1988		EDITION 1	PS704992E	
<p style="text-align: center;">LOCATION OF LAND</p> Parish : SALE Township : — Section : 1 Crown Allotment : 23(PT) Crown Portion : — Title Reference : Vol: 9467 Fol: 847 Last Plan Reference : TP205342 (LOT 1) Postal Address : STEAD STREET (At time of subdivision) SALE 3850 MGA94 Co-Ordinates (of approx centre of land in plan) E 507 570 ZONE: 55 N 5 782 450 GDA 94		DRAFT		
		NOTATIONS		
		DEPTH LIMITATION OF 15.24m APPLIES TO C.A. 144 & 142(PT) ONLY		
VESTING OF ROADS AND/OR RESERVES				
IDENTIFIER	COUNCIL/BODY/PERSON			
Land to be acquired by compulsory process: — Land to be acquired by agreement: RESERVE No. 1 All the land is to be acquired free from all encumbrances other than any easements specified on this plan. Survey: This plan is based on survey. To be completed where applicable: This survey has been connected to permanent marks no(s) SALE PMS 190 In Proclaimed Survey Area No. — STAGING This is not a staged subdivision. Planning Permit No. — Underlined dimensions are not the result of this survey. Area of Lot 1 has been derived by deduction from Title.				
NOTATIONS				
ADDITIONAL PURPOSE OF PLAN CREATION OF CARRIAGEWAY, ELECTRICITY SUPPLY, WATER SUPPLY & SEWERAGE EASEMENTS SHOWN AS E-2 ON THIS PLAN GROUND FOR CREATION BY AGREEMENT OF INTERESTED PARTIES UPON REGISTRATION OF THIS PLAN				
EASEMENT INFORMATION				
LEGEND: A - Appurtenant Easement E - Encumbering Easement R - Encumbering Easement (Road)				
Easements marked (-) are existing easements. Easements marked (+) are created upon registration of this plan. Easements marked (*) are created when the appropriate vesting date is recorded or transfer registered. Easements marked (#) are removed when the appropriate vesting date is recorded or transfer registered.				
Easement Reference	Purpose	Width (Metres)	Origin	Land Benefited/In Favour Of
(-) E-1	DRAINAGE	2	LP139747	LOTS IN LP139747
(+) E-2	ELECTRICITY SUPPLY BY UNDERGROUND CABLE	SEE PLAN	THIS PLAN	CENTRAL GIPPSLAND REGION WATER CORPORATION
(+) E-2	CARRIAGEWAY	SEE PLAN	THIS PLAN	CENTRAL GIPPSLAND REGION WATER CORPORATION
(+) E-2	WATER SUPPLY & SEWERAGE AS SPECIFIED & SETOUT IN MEMORANDUM OF COMMON PROVISIONS No. AA2378	SEE PLAN	THIS PLAN	CENTRAL GIPPSLAND REGION WATER CORPORATION
 smec urban Part of the SMEC Group Traralgon - T 03 5173 0100		DIGITALLY SIGNED BY LICENSED SURVEYOR: JONATHAN PAUL NEILSON REF 30041441S VERSION A		Sheet 1 of 3 Sheets ORIGINAL SHEET SIZE A3

ATTACHMENT THREE

Our reference:
Your reference:

9 May 2014

Mr Daniel Gall
Coordinator Commercial Facilities Management
Wellington Shire Council
70 Foster Street
SALE 3850



GIPPSLAND
WATER

Hazelwood Road
PO Box 348
Traralgon Victoria 3844
Telephone: (03) 81774990
Facsimile: (03) 8174 8103
contactus@gippswater.com.au
www.gippswater.com.au

Dear Sir

**RE: LAND REQUIRED BY GIPPSLAND WATER
STEAD STREET RESERVE LOT 1 TP205342**

We refer to recent discussions between yourself and Glenn Nankervis regarding the new pump station to be located within Stead Street Reserve.

The existing pump station located in road reserve on Stead Street is to be replaced and for logistical reasons it was decided that it should not be located in the road reserve. The present location of the pump is not suitable for the new pump station as it requires an increase in plant footprint to cope with current and future capacity. The present location is also impractical as, being the road reserve, it poses a risk to work personnel during maintenance procedures.

The current facility has exceeded its lifespan and capacity rating. It is at risk of failure and possible spill of sewer to the surrounding area. The proposed facility will allow for any future subdivisional progression. The costs associated with the implementation of this project are estimated to be \$730,000.00.

In consultation with Council, suitable land for the proposed pump station has been identified as Part of Certificate of Title Volume 4867 Folio 847, Lot 1 TP205342 which is owned by Council. Gippsland Water seeks to acquire a small reserve within this land by agreement with Council.

We enclose for your information a draft plan of subdivision showing the proposed location of the reserve which will be 200 metres square. In addition to the reserve Gippsland Water is seeking an easement for drainage, electricity, carriageway and water supply and sewerage. The easements will be co-located within an area of approximately 613 metres square.

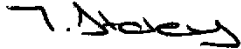
The water supply and sewerage easement is as specified in the Memorandum of Common Provisions No AA 2378 a copy of which is attached for your information.

This project was instigated for the benefit of residents and the works will provide a benefit to Council in ensuring that, sewerage facilities are available for future subdivisions.

It is often the case that the transfer of land between Government bodies is for no payment. Gippsland Water requests that Council consider providing the reserve to Gippsland Water at no cost. Gippsland Water will of course meet all the legal and design costs and disbursements.

If you require any further information in regard to the land acquisition, please contact Donna Wardle, Land and Legal Advisor on 5177 4678.

Yours sincerely



Tony Staley

GENERAL MANAGER COMMERCIAL SERVICES

enc

ATTACHMENT FOUR

Our reference:
Your reference:

14 August 2014

Mr Daniel Gall
Coordinator Commercial Facilities Management
Wellington Shire Council
70 Foster Street
SALE 3850



Dear Sir

**RE: LAND REQUIRED BY GIPPSLAND WATER
STEAD STREET RESERVE LOT 1 TP205342**

We refer to the above matter and previous correspondence.

In accordance with your email of 13 June 2014 Gippsland Water has obtained a valuation through the Valuer General's Office. The valuation was conducted by Herron Todd White. It is in the amount of \$13,000.00. We enclose a copy for your information.

Gippsland Water is seeking to acquire the land by agreement. This can be achieved by way of a written agreement or simply, Council approving the plan of subdivision and executing the Transfer.

In respect to the consultation requested by Council we advise Lorraine Glover of St Johns Ambulance had no issue with the location or the construction. Mr Ross Coulthard of the Sale Cricket Club had no issue with the location or construction other than whether the pump station would be fenced, to which we advised "no", and access to enable patrons to park vehicles to which we advised "there should be ample room to allow traffic through".

We apologise for the delay in providing this information. We ask that Council no consider the request for the reserve.

If you require any further information in regard to the land acquisition, please contact Donna Wardle, Land and Legal Advisor on 5177 4678.

Yours sincerely

Lynley Keene
MANAGER COMMERCIAL SERVICES
enc





**Department of Transport,
Planning and Local Infrastructure**

RECEIVED
14 AUG 2014

BY:

Valuer-General Victoria Reference: S129584

13 August 2014

Valuer-General Victoria
Level 15, 570 Bourke Street
Melbourne Victoria 3000 Australia
Telephone: 03 8636 2515
www.dtpli.vic.gov.au
DX 250639

**Lynley Keene
Manager Commercial Services
Central Gippsland Region Water Corporation
55 Hazelwood Road
TRARALGON VIC 3844**

Attention: Donna Wardle

WELLINGTON
SHIRE COUNCIL
18 AUG 2014
RECEIVED

Dear Lynley

**RE: Request for Compensation Valuation
Lot 1 on TP205342R
Stead Street, Sale Vic 3850**

Thank you for your instructions dated 27 June 2014. Please find enclosed a report and valuation from Mr Craig McMillan, Valuer, of Herron Todd White (Consolidated) Pty Ltd, the delegated contract valuer for the above-mentioned property. The valuation has been made in accordance with the provisions of the Valuation of Land Act 1960.

The contents of this report and the methodology and calculations applied to the valuation have been examined by a Valuer from this Office and you are advised that the valuation is certified as meeting the standard of Valuer-General Victoria for quality and accuracy.

Valuer-General Victoria (VGV) reports and valuations are valid for three (3) months from the date of valuation unless otherwise stipulated in the certification letter or report. VGV will not accept any responsibility for your agency's reliance upon a report and valuation beyond that period. Therefore, a review of this opinion should be sought after 3 months, if no transaction has taken place.

Please note that a fee for providing this assessment will be forwarded in due course.

Should a conference of valuers be required or if you have any queries in regard to this matter you should direct these enquiries through this Office by contacting Mr Gary Wills, Senior Valuer, Government Valuations on (03) 8636 2580.

Yours sincerely

ROBERT MARSH
Valuer-General

j:\vg\gv\generalvaluations\waterauthorities\gippsland water\s129584.docx\lb



(Panel) (L) General Valuations (19/03/2014) Ver. 0.8

ITEM C4.4**2014 023 SALE LIVESTOCK EXCHANGE
SELLING SHED CONSTRUCTION TENDER AWARD**

DIVISION: BUILT AND NATURAL ENVIRONMENT
 ACTION OFFICER: MANAGER ASSETS AND PROJECTS
 DATE: 5 NOVEMBER 2014

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

OBJECTIVE

The objective of this report is for Council to enter into a contract for the construction of the Selling Shed at the Sale Livestock Exchange.

BACKGROUND

The project to rejuvenate and update the facilities at the Sale Livestock Exchange is being funded over three financial years and the work has been divided into five separate portions that are progressing under separate timeframes and contracts.

The construction program has been programmed to be completed over a period of 12-18 months.

The work packages have been split to enable works to proceed separately and to deliver the best value for money. The works packages are:

2014 021 Buyers Walkway Crown Unit Supply	Contract Awarded
2014 022 Removal of Existing Pens	Works Commenced Onsite 20/10/14
2014 023 Selling Shed Construction	Tendered (the subject of this report)
2014 024 Selling Shed Fitout	Preplanning
2014 025 Civil Works including site access	Preplanning

This report is for the Contract 2014-023 Sale Livestock Exchange – Selling Shed Construction.

OPTIONS

Council has the following options:

1. Adopt the recommendations contained in the attached confidential Tender Evaluation Report for contract 2013 023 Sale Livestock Exchange – Selling Shed Construction; or
2. Not enter into a contract and not proceed with these works at this time.

PROPOSAL

That Council enter into a contract for the Sale Livestock Exchange – Selling Shed Construction.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

This project is being funded over three financial years, however to enable this contract to be awarded and works to proceed in a timely manner, funds are required to be brought forward from to be transferred within the existing 2015/16 Capital Program .

The attached Tender Evaluation report proposes a Budget Change Request to allow this tender to be awarded and also to progress the tendering and award of the fourth works package, Selling Shed Fitout to enable that work to commence prior to the end of this financial year. This will minimise impacts to the users of the facility and allow works to be completed earlier in the 2015/16 financial year.

COMMUNICATION IMPACT

Regular stakeholder meetings will continue to be used to maintain good communication and it is intended to produce a regular newsletter outlining project progress.

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.

COUNCIL PLAN IMPACT

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

Strategic Objective

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

Strategy 4.2

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

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

RESOURCES AND STAFF IMPACT

The Assets & Projects Unit will provide the staff and resources to manage this contract.

COMMUNITY IMPACT

The improved and upgraded facilities will provide improved operational, animal welfare, safety and environmental benefits and this will produce a positive community impact.

ENVIRONMENTAL IMPACT

The proposed construction works will have minimal environmental impact, with the contractors complying with Council's Guidelines on Environmental Management for Roadwork Projects. The finished project will have positive environmental benefits regarding reduced water use onsite.

CONSULTATION IMPACT

There will be short term interruptions associated with the construction works, however there will be a positive long term impact on the farming community that use this facility. 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 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

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That:

- 1. Council adopt the recommendations contained in the attached confidential Tender Evaluation Report at Item F1.1 of the Council Meeting Agenda for contract 2014- 023 Sale Livestock Exchange Selling Shed Construction; and***
- 2. The information contained in the confidential document Item F1.2 Contract 2014 -023 Sale Livestock Exchange Selling Shed Construction of this Council Meeting be designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the General Manager Built & Natural Environment on 28 October 2014 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989: c) Contractual matters be designated confidential information under Section 77 Clause (2)(b) of the Local Government Act 1989, except that one this recommendation has been adopted the name of the successful tenderer can be made public.***



C5 - REPORT

GENERAL MANAGER LIVEABILITY

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

DIVISION: LIVEABILITY
 ACTION OFFICER: MANAGER HEALTHY LIFESTYLES
 DATE: 5 NOVEMBER 2014

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

OBJECTIVE

To receive the minutes from the Briagolong Quarry Reserve Committee of Management's Ordinary Meeting held on 15 September 2014.

BACKGROUND

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

The objectives of this Committee are:

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

As provided under the Committee's Instrument of Delegation the minutes of all meetings are to be presented to Council.

It was noted that conflicts of interest were called for at the commencement of the meeting, with no conflicts being declared.

OPTIONS

Council has the following options:

- 1 Receive the Minutes from Briagolong Quarry Reserve Committee of Management's Ordinary Meeting held on 15 September 2014; or
- 2 Seek further information to be considered at a future Council Meeting.

PROPOSAL

To receive the Minutes from the Briagolong Quarry Reserve Committee of Management's Ordinary Meeting held on 15 September 2014.

CONFLICT OF INTEREST

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

LEGISLATIVE IMPACT

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

COUNCIL POLICY IMPACT

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

COUNCIL PLAN IMPACT

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

Strategic Objectives

Asset and infrastructure that meet current and future community needs.

Strategy 4.2

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

CONSULTATION IMPACT

Meetings held by the Briagolong Quarry Reserve Special Committee of Council are open to the public.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council receive the Minutes from Briagolong Quarry Reserve Committee of Management's Ordinary Meeting held on 15 September 2014.

**BRIAGOLONG QUARRY RESERVE
Special Committee of Council**

MINUTES

MEETING DATE: 15/9/2014 **MEETING TIME:** 7.30

MEETING VENUE: BRIAGOLONG HOTEL

Meeting Opened Time:

1. Present / Apologies

Name	Title	Present / Apology
Peter Cleary	Councillor	✓
Warrick Brown	Chairperson	/
Graeme Appleton		/
Jacob Taylor		/
Jodie Taylor		APOL
Kaye Whitworth		APOL
Marty Geaney		/

Quorum Achieved? (Yes) / No

2. Declaration of Conflicts of Interest

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

Moved: APPLES

Seconded: MARTY

CARRIED ✓

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

4. Business Arising from Previous Minutes

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

.....
.....
.....

11. General Business

WORKING BEE WAS A SUCCESS, LIONS CLUB WITH TAFE WOOD AND RAFFLE IT OFF AS A FUNDRAISER FOR THEMSELVES

APPLES AND WARRICH ARE TRYING TO ORGANISE NEW TABLES FOR THE RESERVE

JAKE WILL BRING HIS TRACTOR DOWN TO TIDY A UP THE LAST OF TREE DEBRIS

THE FIRE PLACES NEED TO BE LOOKED AT FOR CFA RECS

THE COMMITTEE WOULD LIKE TO ACKNOWLEDGE AND THANK JACK ELLIOT FOR HIS TIME AND USE OF HIS MACHINERY FOR THE DAY

APPLES IS FINISHING OFF PUMP STAND

12. Next Meeting # 8/12/2014

Meeting Closed Time: 8:15 PM

These minutes are:

Confirmed as true and correct on
Date

Or

Corrections have been made and noted at the meeting on
Date

Chairperson Signature.....

Briagolong Quarry Reserve
STATEMENT OF FINANCIAL POSITION
As at 30th June 2014

<u>Balance as at 1st July 2013</u>		<u>5,993.95</u>
<u>Income</u>		
Camping Fees	800.00	
Operating Subsidy	923.00	
Special Grant	3,490.00	
<u>Total Income</u>		<u>5,213.00</u>
<u>Expenditure</u>		
Materials	289.75	
Works	102.00	
Wages	2,250.00	
Bank Fees	120.00	
<u>Total Expenditure</u>		<u>2,761.75</u>
<u>Balance as at 30th June 2014</u>		<u><u>8,445.20</u></u>



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

DIVISION: LIVEABILITY
 ACTION OFFICER: MANAGER HEALTHY LIFESTYLES
 DATE: 5 NOVEMBER 2014

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

OBJECTIVE

For Council to receive the minutes from the Cameron Sporting Complex Committee of Management's Ordinary Meeting held on 17 July 2014, including audited financial statements.

BACKGROUND

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

The objectives of this Committee are:

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

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

It was noted that conflicts of interest were called for at the commencement of the meeting, with no conflicts being declared.

OPTIONS

Council has the following options:

- 1 Receive the minutes from the Cameron Sporting Complex Committee of Management's Ordinary Meeting held on 17 July 2014, including audited financial statements; or
- 2 Seek further information to be considered at a future Council Meeting.

PROPOSAL

That Council receive the minutes from the Cameron Sporting Complex Committee of Management's Ordinary Meeting held on 17 July 2014, including audited financial statements.

CONFLICT OF INTEREST

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

LEGISLATIVE IMPACT

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

COUNCIL POLICY IMPACT

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

COUNCIL PLAN IMPACT

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

Strategic Objectives

Asset and infrastructure that meet current and future community needs.

Strategy 4.2

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

CONSULTATION IMPACT

Meetings held by the Cameron Sporting Complex Special Committee of Council are held monthly and are open to the public.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council receive the minutes from the Cameron Sporting Complex Committee of Management's Ordinary Meeting held on 17 July 2014, including audited financial statements.

5. Correspondence In

- WELLINGTON SHIRE COUNCIL (Funds approval for maintenance)
-
-

6. Correspondence Out – date previous minutes sent to Council

- NIL
-
-

7. Reports

7.1 Chairperson's Report

NIL TO REPORT :

7.2 Treasurer's Report (Attached) MOVED: Peter Anderson
SECONDED: Bronwyn Hillbrich

7.3 User Group Reports

BASKET BALL - Rhys Carter camp held during school holidays was successful (39 children).
- Rhys was impressed with the standard of the children participating.
- Nine teams heading to Morwell Tournament this weekend.
- Working with Maffra JFC to ensure children get to play both sports.

HOCKEY - Three players selected for representative teams
- Season well underway; Club is doing well, especially the juniors.

CRICKET - AGM held, Robert Rowley is the new President; other Committee much the same personnel.

GYMNASTICS - Written report attached:

- Vic Men's Championships - 410 competitors and 100s of spectators.
- Senior Gippsland Championships 6/7 Sept.
- Senior Women's Vic. Championships 11/12 Oct.

8. Volunteers

NIL

- Gym extension - Committee supports that preliminary talks be conducted with Council re gym extension.
- Lights in gym need to be redone. Government subsidies for LED lights. Brad Spunner will investigate.

JUNIOR FOOTBALL - Apology for non-attendance at recent meetings.

9. OHS / Risk / Facility Fault Report

NIL.

- Going well, 7 teams and working with Basketball to allow children to play in Tournaments & football.
- Club is in good shape.

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

NIL

11. General Business

1. Track around main oval needs repairs - hopefully some has been repaired today.
 - probably part of maintenance budget
 - maintenance is being carried out at Maffra Recreation Reserve currently.
2. Water - letter of support for Council's water project submission?
3. Community Facilities Grant - up to \$5000 for start to seal track. Need to apply, closes August 1.
 - Need letter of support from user groups - Cricket Club, Junior Football Club and Hockey Club. Brad Spinner will prepare grant application.
4. Complaints re dog poo and people not picking up after their dogs.
 - Gordon St. Reserve provided bags (at its own expense). Signs needed.
 - MOTION: That the Cameron Sporting Complex Committee of Management requests signs from Wellington Shire Council regarding no dogs on ovals and provide dog bags.
 - Moved: Peter Anderson Seconded: Yvonne Higgins Carried.
5. Car park - any news regarding remarking of lines? Especially the disabled car parking. Check with Council to see if this can be done asap.
6. Mowing of ovals - should be checked to see if mowing is needed.
 - usually inspected before mowing is carried out.
7. Campbell St. oval is extremely wet, seems to be a problem. No more football on this oval this season, and cannot even be ~~water~~ mown.
8. Water - Peter Anderson meet with Council CEO, David Morrison, who advised that 20Mg of water has been transferred to Cameron Sporting Complex to permit a bore to be put down. This is the recommendation from Council.
 - Not sure where funding is coming from. Gippsland Water cannot guarantee quality of recycled water for irrigation.
9. Ovals need to be cared and fertilised.
 - Request Tim Rowe come and inspect ovals to see what can be done.
 - Spraying for flatweed - Peter to speak with John Scott

12. Next Meeting

THURSDAY 21ST AUGUST 2014

8:00 pm.

Meeting Closed Time:

8:55 pm.

These minutes are:

Confirmed as true and correct on
Date

Or

Corrections have been made and noted at the meeting on

Date

18th September
2017

Chairperson Signature.....



Councillor's Report

Maffra Community Meeting - Concern raised about operation of Cameron Sporting Complex. Concern that some club's representatives are not communicating well with their Clubs?

Perhaps some views were personal rather than representing Clubs?
Received some information second-hand so not certain if all said was correct/accurate.

Not sure what is going to happen now; maybe some follow up through Club representatives.

CAMERON SPORTING COMPLEX

USER GROUP MONTHLY REPORT

Completed by:



Maffra Gymnastic Club Incorporated

Registered Number A.2297
Cameron Sporting Complex
Morison Street (P.O. Box 12) Maffra 3860
Telephone (03) 5141 1211
e-mail: maffgym@bigpond.net.au

A.B.N. 60-586-883-791

Australian Gymnastic Club of the Year 2003

MONTHS: 19th June – 17th JULY 2014

APPROX. NUMBER OF PARTICIPANTS THIS MONTH (S): 2005(4 weeks)

APPROX. HOURS OF USE THIS MONTH: **175**

INCIDENTS, ACCIDENTS HEALTH & SAFETY ISSUES:

Nil –

COMPLAINTS RECEIVED

Nil

MAINTENANCE UNDERTAKEN

Nil –

EQUIPMENT & PLANT REPORT

Lights need replacing in the gym area – blown globes or starters – perhaps look to LED lights as per Eclipse gym in Melb.

OTHER ISSUES

Users, Normal Classes (630 x 2), Gumnuts (25), Briagolong PS (32) Parties (4 x 20), George Gray (2 x 9), Holiday Trainings (4 x 45)
Level 2 – 3 Mens Victorian Championships on June 29 – 102 competitors (18 judges + 290 spectators) = 410 for the day

Senior Gippsland Championships 6th / 7th September at Maffra then
Senior Women's Vic Championships Maffra will be hosting again in 2014 October 11 /12th –

MAMERON SPORTING COMPLEX - COMMITTEE OF MANAGEMENT
FINANCIAL STATEMENT - MONTH ENDED 30th JUNE 2014

REVENUE ACCOUNT

RECEIPTS

	JUNE	Y.T.D.
Maffra Shire:		
Maintenance Grant		\$ 41,952.00
Audit Works		\$ 318.00
Reimbursements:		
Basketball Association	\$ 4,810.58	\$ 28,399.26
Gymnastics	\$ 3,915.16	\$ 21,167.68
Maffra Junior Football Club		
Maffra Cricket Club		
Rentals:		
Maffra Cricket Club		\$ 6,037.50
Schools		\$ 300.00
Hockey Club		\$ 2,415.00
Netball Association		\$ 820.00
Maffra Junior Football Club		\$ 6,037.50
Miscellaneous Rentals		\$309.09
and Other Income:		
Miscellaneous		
ST Reimbursement		\$ 2,465.54
ST Collected on Receipts	\$ 872.57	\$ 6,548.55
Bank Interest		
Transfers:		
From Investment Acc		\$ 14,100.00
Total Receipts	\$ 9,598.31	\$ 130,870.12
Balance 01st July 2013		\$ 296.53
Total		\$ 131,166.65

PAYMENTS

	JUNE	Y.T.D.
Reserve:		
Telstra		\$ 197.32
Gippsland Water	\$ 1,989.15	\$ 7,843.60
Origin	\$ 91.68	\$ 538.16
TXU		
Stadium:		
Origin	\$ 171.05	\$ 1,077.54
Electricity - Power Direct	\$ 6,111.00	\$ 26,310.81
Contract Cleaning:		
Cleaning	\$ 1,831.28	\$ 19,200.40
Mowing Contract:		
Maffra Golf Club		\$ 14,863.63
Rotary Club of Maffra		
Miscellaneous:		
Rubbish Collection	\$ 190.00	\$ 2,422.50
Toilet Supplies	\$ 85.50	\$ 651.98
Audit Costs		\$ 330.00
Maintenance:		
Stadium		\$ 4,642.26
Reserve/Pavilion		\$ 592.92
Sundries:		
Postage		\$ 54.55
Post Office Box		\$ 22.72
Advertising		
Materials		\$ 71.68
Equipment		
Bank Charges		
Other Expenses:		
GST on Expenses	\$ 846.04	\$ 7,095.15
GST to Shire		\$ 834.88
Transfer:		
To Investment Account		\$ 35,000.00
Total Payments	\$ 11,317.70	\$ 121,750.10
Balance 30th June 2014		\$ 9,416.55
Total		\$ 131,166.65

Bank Reconciliation

Balance as per Bank Statement (copy attached)	\$ 9,416.55
Less unrepresented cheques	
Cheque No.	

Balance as at 30th June 2014

\$ -
\$ 9,416.55

**SAVINGS ACCOUNT
RECEIPTS**

	JUNE	Y.T.D.
Interest	\$ 9.83	\$ 148.93
Transfers In		\$ 35,000.00
Total Receipts	\$ 9.83	\$ 35,148.93
Balance 01st July 2013		\$ 5.96
Total		\$ 35,154.89

PAYMENTS

	JUNE	Y.T.D.
Bank Charges		
Transfers Out		\$ 14,100.00
Total Payments	\$ -	\$ 14,100.00
Balance 30th June 2014		\$ 21,054.89
Total		\$ 35,154.89

Bank Reconciliation

Passbook Balance as at 30th June 2014

\$ 21,054.89

ACCOUNT SUMMARY

Cheque Account	\$ 9,416.55
Savings Passbook	\$ 21,054.89
TOTAL 30th June 2014	\$ 30,471.44

CAMERON SPORTING COMPLEX

COMMITTEE OF MANAGEMENT

ABN: 18 420 243 468

PO Box 618

MAFFRA VIC 3860

14 August, 2014

Ms Cheryl Hicks
Coordinator Accounting Services
Wellington Shire Council
DX 85008
SALE



Dear Ms Hicks

RE: Financial Reports.

We enclose the copy Audit Report for the financial year ending 30th June 2014.

Yours faithfully

A handwritten signature in cursive script, appearing to read "Anna Gaw".

Anna Gaw
Treasurer
Cameron Sporting Complex Committee of Management

CAMERON SPORTING COMPLEX - COMMITTEE OF MANAGEMENT
FINANCIAL STATEMENT - YEAR ENDED 30th JUNE 2014

RECEIPTS

	Previous Year	Current Year
Wellington Shire:		
Maintenance Grant	\$ 40,730.00	\$ 41,952.00
Audit Works		\$ 318.00
Reimbursements:		
Basketball Association	\$ 10,674.83	\$ 28,399.26
Gymnastics	\$ 7,594.88	\$ 21,167.68
Maffra Junior Football Club		
Maffra Cricket Club		
Rentals:		
Maffra Cricket Club	\$ 5,750.00	\$ 6,037.50
Schools	\$ 150.00	\$ 300.00
Hockey Club	\$ 4,300.00	\$ 2,415.00
Tennis Association	\$ 1,005.00	\$ 820.00
Maffra Junior Football Club	\$ 5,750.00	\$ 6,037.50
Miscellaneous Rentals	\$ 185.91	\$ 309.09
And Other Income:		
Miscellaneous		
GST Reimbursement	\$ 3,867.73	\$ 2,465.54
GST Collected on Receipts	\$ 3,541.03	\$ 6,548.55
Bank Interest		
Transfers:		
From Investment Acc	\$ 30,835.00	-\$ 14,100.00
Total Receipts	\$ 114,384.38	\$ 130,870.12
Balance forward	\$ 1,329.19	\$ 296.53
Total	\$ 115,713.57	\$ 131,166.65

PAYMENTS

	Previous Year	Current Year
Reserve:		
Telstra	\$ 245.78	\$ 197.32
Gippsland Water	\$ 7,307.78	\$ 7,843.60
Origin	\$ 430.40	\$ 538.16
TXU	\$ 2,757.27	
Stadium:		
Origin	\$ 890.23	\$ 1,077.54
TXU		
Electricity - Power Direct	\$ 18,305.69	\$ 26,310.81
Contract Cleaning:		
Cleaning	\$ 17,708.61	\$ 19,200.40
Mowing Contract:		
Maffra Golf Club	\$ 23,913.62	\$ 14,863.63
Miscellaneous:		
Rubbish Collection	\$ 2,512.50	\$ 2,422.50
Toilet Supplies	\$ 427.50	\$ 651.98
Audit Costs	\$ 350.00	\$ 330.00
Maintenance:		
Stadium	\$ 2,472.00	\$ 4,642.26
Reserve/Pavilion	\$ 955.10	\$ 592.92
Sundries:		
Postage		\$ 54.55
Post Office Box	\$ 20.90	\$ 22.72
Advertising		
Materials	\$ 26.82	\$ 71.68
Equipment		
Bank Charges	\$ 4.55	
Other Expenses:		
GST on Expenses	\$ 7,066.51	\$ 7,095.15
GST to Shire	\$ 21.78	\$ 834.88
Transfer:		
To Investment Account	\$ 30,000.00	\$ 35,000.00
Total Payments	\$ 115,417.04	\$ 121,750.10
Balance 30th June	\$ 296.53	\$ 9,416.55
Total	\$ 115,713.57	\$ 131,166.65

Bank Reconciliation

Balance as per Bank Statement (copy attached) \$ 9,416.55
 Less unrepresented cheques
 Cheque No.

Balance as at 30th June 2014 \$ - \$ 9,416.55

SAVINGS ACCOUNT**RECEIPTS**

	Previous Year	Current Year
Interest	\$ 93.46	\$ 148.93
Transfers In	\$ 30,000.00	\$ 35,000.00
Total Receipts	\$ 30,093.46	\$ 35,148.93
Balance 1st July 2013	\$ 747.50	\$ 5.96
Total	\$ 30,840.96	\$ 35,154.89

PAYMENTS

	Previous Year	Current Year
Bank Charges		
Transfers Out	\$ 30,835.00	\$ 14,100.00
Total Payments	\$ 30,835.00	\$ 14,100.00
Balance 30th June 2014	\$ 5.96	\$ 21,054.89
Total	\$ 30,840.96	\$ 35,154.89

Bank Reconciliation

Passbook Balance as at 30th June 2014

\$ 21,054.89

ACCOUNT SUMMARY

Cheque Account	\$ 9,416.55
Savings Passbook	\$ 21,054.89
TOTAL 30TH JUNE 2014	\$ 30,471.44

Special Purpose Independent Audit Report

To the Committee of Management for the Cameron Sporting Complex

Report on the Financial Statement

We have audited the accompanying financial statement for the Cameron Sporting Complex being a special purpose financial statement which comprises the statement of Receipts and Payments for two bank accounts and statements of reconciliation for both accounts as operated by the Committee of Management for the year ended, 30 June 2014.

Committee's Responsibility for the Financial Statement

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

Auditor's Responsibility

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

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

ITEM C5.3**GORDON STREET RESERVE COMMITTEE OF MANAGEMENT MINUTES**

DIVISION: LIVEABILITY
 ACTION OFFICER: MANAGER HEALTHY LIFESTYLES
 DATE: 5 NOVEMBER 2014

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

OBJECTIVE

To receive minutes from the Gordon Street Reserve Committee's Ordinary Meeting held on 28 August 2014, including audited financial statements.

BACKGROUND

The Gordon Street Reserve Committee 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 Committee are:

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

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

It was noted that conflicts of interest were called for at the commencement of the meeting, with no conflicts being declared.

OPTIONS

Council has the following options:

- 1 Receive the minutes from the Gordon Street Reserve Committee's Ordinary Meeting held on 28 August 2014, including audited financial statements; or
- 2 Seek further information to be considered at a future Council Meeting.

PROPOSAL

To receive minutes from the Gordon Street Reserve Committee's Ordinary Meeting held on 28 August 2014, including audited financial statements.

CONFLICT OF INTEREST

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

LEGISLATIVE IMPACT

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

COUNCIL POLICY IMPACT

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

COUNCIL PLAN IMPACT

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

Strategic Objectives

Asset and infrastructure that meet current and future community needs.

Strategy 4.2

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

CONSULTATION IMPACT

Meetings held by the Gordon Street Reserve Special Committee of Council are open to the public.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council receive the minutes from the Gordon Street Reserve Committee's Ordinary Meeting held on 28 August 2014, including audited financial statements.

GORDON STREET RECREATION RESERVE Special Committee of Council

MINUTES

MEETING DATE, MEETING TIME MEETING VENUE

Meeting Opened Time: 7.12 pm

Date ; 28/08/2014

1. Present / Apologies

Name	Title	Representing	Present / Apology
Malcolm Hole	Councillor		Present
Barbara Cook		Heyfield Vintage Machinery Group	Apology
Patrick Rodaughan	Secretary	Heyfield Junior Football Club	Present
Gael McGee		Heyfield Cricket Club	Pending member
Lee Clarke		Heyfield Traders & Tourism Assn	Apology
Aaron Ralph		Heyfield Basketball	Pending member
Kelvin Sundermann	Vice President	Heyfield Tennis	Present
Brian Brown	President	Community	Present
		Community	Vacant
Trevor Donohue	Treasurer	Community	Present
Richard Fawaz		Community	Present
Bruno Furjan		Pigeon Club	Apology
Geoffrey Healy		Heyfield Football Netball	Apology

Quorum Achieved? Yes

2. Declaration of Conflicts of Interest : Read Chairperson Brian

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

Moved: Cr M Hole
CARRIED

Seconded: R Fawaz

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

4. Business Arising from Previous Minutes : Nil

- 5. Correspondence In : Attached
 - 6. Correspondence Out – date previous minutes sent to Council : Attached
 - 7. Reports
 - 7.1 Chairperson’s Report : Attached
 - 7.2 Treasurer’s Report : Attached
 - 7.3 User Group Reports : Attached
 - 8. Volunteers
 - 9. OHS / Risk / Facility Fault Report
 - 10. New Rules of the Committee to be endorsed by Council
 - 11. General Business : Attached
 - 12. Next Meeting : 30/10/2014
- Meeting Closed Time: 8.32 pm

These minutes are:

Confirmed as true and correct on 25/9/2014
Date

Or

Corrections have been made and noted at the meeting on
Date

Chairperson Signature. Brian F. Ba

Gordon Street Reserve General Meeting

Venue: Heyfield & District Vintage Machinery Group Clubrooms.

Correspondence In: WSC Brain Wheatley copy Tennis Club audit; VIP Sheds plans for new mower shed; Energy Australia x3 newsletter; Cervus equipment brochure; WSC Darren Randle Department of Justice Community Safety Fund feedback survey; VIP Sheds copy of invoice; St Michael's Primary request for use of facilities; Groupfour Building Surveyors building permit forms; Victorian Water Register allocation account statement; WSC Marcus Stone email relating to issues raised at meeting and Marcus followed up; J.S Ferguson quote for dam repairs.

Correspondence Out: WSC Lisa Lyndon AGM & General meeting minutes (24/07/2014); Groupfour request for building permit forms; WSC David Butler second quote for dam repairs; WSC Lisa Lyndon Department of Justice Community Safety Fund survey.

Reports:

Chairperson's Report: Brian gave committee members an update on the meeting we had with Marcus Stone regarding the upgrade to the facilities at the Reserve and other various issues that were raised at the meeting.

- Tennis Club facility fault report has been received.
- The second fire hydrant for the reserve may be included in the redevelopment work to meet compliance requirements.
- Oval top dressing Council has no additional funding in their budget to assist us. Money for top dressing of ovals is included in committee's operational subsidy.
- Resurfacing of the Netball court to be added to the Master plan as priority one.
- Naming of Alan Lay Oval has been approved by The Registrar of Geographic Names.

Brain circulated proposed plans for the redevelopment of the clubrooms for member's feedback. Council has approved the repair work to the dam wall and contractors will commence work soon.

User Groups:

Heyfield Tennis Club: Kelvin informed committee that nothing has happened with the courts since our last meeting. Some committee members of both GSR and Tennis club wanted a meeting with Council engineers to resolve the ongoing saga.

Cr Malcolm Hole: Cr Malcolm responded saying he had investigated the situation and it has been referred back to the contractors and they are responsible. Council had written in their tender documents there were drainage issues.

Cr Malcolm informed members of the new round of funding for sporting clubs is available from Council however he thought it would be unlikely our clubs would be successful in obtaining any this year due to the large commitment made by Council to the redevelopment works at the reserve.

Heyfield Cricket Club: Gael McGee (pending member awaiting endorsement from Council) presented committee with a proposed plan for a third cricket net, enlargement of the cricket pitch on the Vern Scott Oval and a shelter box on the west side of the oval. Motion: The Heyfield Cricket Club is given in principle agreement to carry out these works subject to a site inspection by members.

Moved: Pat Seconded: Brian Carried

General Business:

Trevor tabled a schedule of fees for user groups of the reserve for 2014/15 for discussion and member's approval. Whilst the increases might seem quite steep it brings us inline with current economic times.

Motion: The proposed club rentals for 2014/15 are adopted as per schedule of fees and H&DVMG paddock rent be increased to \$300.00 p.a and the NGfL finals rental be increased to \$440.00.

Moved: Trevor Seconded: Pat Carried

Pat spoke about the availability of funds from Council to purchase permanent irrigation water for the reserve.

Motion: We source 10 mega litres of water for permanent transfer to the Gordon Street Reserve.

Moved: Pat Seconded: Kelvin Carried

GORDON ST RESERVE – FINANCIAL STATEMENT – COMMITTEE MEETING – 28.08.14

EXPENDITURE		INCOME	
Bank Fees	.35	WSC (GST)	817.18
Garden Supplies	20.00	WSC (GST)	228.64
Energy Aust	801.53	WSC (GST)	1124.18
Energy Aust	179.73		
Garden Supplies	40.00	Interest	238.41
Timberline	87.77	Donations	300.00
Vern Graham	636.94		
W Butcher	50.60		
Yarram Golf	1500.00		
Vern Graham	517.62		
Thomson Valley Mtrs	248.35		
Timberline	269.53		
Sth Rural Water	98.97		
P O'Brien	248.00	TOTAL	\$2708.41
Hardweld	495.00		
WSC (building)	50000.00		
TOTAL	\$55,164.39		

PREV BALANCE (26.06.014)

Cheque	4941.54
Mower	2990.19
Masterplan	58299.46

• CURRENT BALANCE

Cheque	3447.15
Mower	1494.31
Masterplan	8833.75





WELLINGTON
SHIRE COUNCIL
17 SEP 2014
RECEIVED

www.tyrrellpartners.com.au
email: business@tyrrellpartners.com.au
Suite 2, First Floor, Cnr. George & Moore Sts., PO Box 188, Moe 3825. Phone: (03) 5127 2255 Fax: (03) 5127 1209
Shop 5, 126 Albert Road, PO Box 1097, Warragul 3820. Phone: (03) 5622 3201 Fax: (03) 5623 2523
57 Temple Street, PO Box 267, Heyfield 3858. Phone: (03) 5148 2977 Fax: (03) 5148 3155
"Glentra House" 15 Collins Street, Traralgon 3844. Phone: (03) 5175 0870 Fax: (03) 5176 0025

GORDON STREET RECREATION RESERVE ACCOUNTANTS REPORT

We have prepared the accompanying Statement of Receipts and Payments, period ending June 30, 2014 from information supplied by our client for and at the request of and exclusively for the use of our client.

We express no opinion on whether the Statement of Receipts and Payments presents a true and fair view of the financial results, nor do we give any warranty of accuracy or reliability thereof. Neither the firm or any members or employees of the firm undertakes responsibility arising in any other way whatsoever to any person other than our client, for errors or omissions however caused.

**TYRRELL PARTNERS
ACCOUNTANTS AND ADVISERS**

A handwritten signature in black ink, appearing to be a stylized name.

12-9-2014

WELLINGTON
SHIRE COUNCIL
17 SEP 2014
RECEIVED

GORDON STREET RECREATION RESERVE

STATEMENT OF RECEIPTS & PAYMENTS

FOR THE PERIOD JULY 1ST, 2013 - JUNE 30TH, 2014

RECEIPTS

CLUB RENTALS	3,215.00
DONATIONS	49,796.00
HIRE - CASUAL	946.00
INTEREST - TERM DEPOSIT	1,074.03
MISCELLANEOUS	1,957.70
MOWING	2,424.51
W.S.C. - Assist Grants	9,913.14
W.S.C. - GST	4,399.07
W.S.C. - Subsidy	28,907.00

102,632.45

PAYMENTS

AUDIT	330.00
BANK FEES	25.45
BUILDING MAINTENANCE & REPAIRS	20,132.17
ELECTRICITY	4,717.87
GIPPSLAND WATER	3,776.25
GROUNDS WORK	2,347.64
IRRIGATION	3,519.95
MOWER (PART PURCHASE)	20,221.05
P O BOX	107.00
PETTY CASH	100.00
SUNDRY	1,416.85
TOILETS	1,297.00
W.S.C. - GST	70.54

58,061.77

NET SURPLUS/(DEFICIT)

44,570.68

CASH BOOK BALANCE as at 1st July 2013

21,783.43

Plus Receipts
Less Payments

102,632.45
58,061.77

CASH BOOK BALANCE as at 30th June, 2014

66,354.11

BANK STATEMENT BALANCE AS AT 30th June 2014

66,553.84

LESS UNPRESENTED CHEQUE

199.73

BALANCE @ JUNE 30, 2014

66,354.11

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

DIVISION: LIVEABILITY
 ACTION OFFICER: MANAGER HEALTHY LIFESTYLES
 DATE: 5 NOVEMBER 2014

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

OBJECTIVE

For Council to receive the minutes from the Maffra Recreation Reserve Committee of Management's Ordinary Meeting held on 1 September 2014.

BACKGROUND

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

The objectives of this Committee are:

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

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

It was noted that conflicts of interest were called for at the commencement of the meeting with no conflicts being declared.

OPTIONS

Council has the following options:

1. Receive the minutes from the Maffra Recreation Reserve Committee of Management's Ordinary Meeting held on 1 September 2014; or
2. Seek further information for consideration at a future meeting of Council.

PROPOSAL

That Council receive the minutes from the Maffra Recreation Reserve Committee of Management's Ordinary Meeting held on 1 September 2014.

CONFLICT OF INTEREST

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

LEGISLATIVE IMPACT

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

COUNCIL POLICY IMPACT

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

COUNCIL PLAN IMPACT

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

Strategic Objectives

Asset and infrastructure that meet current and future community needs.

Strategy 4.2

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

CONSULTATION IMPACT

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

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council receive the minutes from the Maffra Recreation Reserve Committee of Management's Ordinary Meeting held on 1 September 2014.

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

Held Monday September 1st, 2014

PRESENT- Lisa Ogilvie, Matt Coleman, John Vardy, Irene Cröckford, Paul Bourke, Cheryl Dowling (proposed rep from EVPH Club Inc.), Mark Hewlitt, Dennis Proüd, Val Bragg, Jennifer Toma, Charlie Coleman & Cr Crossley.

APOLOGIES –Bernard Coleman & Steve Dingwall.

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

MINUTES of the general meeting held on Monday August 4th, 2014 were read and received on the motion of P. Bourke and seconded by I. Cröckford. CARRIED

BUSINESS ARISING –

1/ Cr Crossley spoke to the committee concerning the proposed leasing of the old “social clubrooms” (as per attached copy).

This was rebutted by the football club representatives pointing out that this building was unusable by anyone due to its rundown state and that maintenance of said building was beyond the financial capabilities of the football club or this committee.

It was questioned about the length of time to go through due process with the Shire as to whether the business operators would be willing to wait or seek premises elsewhere.

After much discussion the following motion was presented;

MOTION- that this Committee will comply with the Shire requirements for the commercial leasing of the former “Social Clubrooms” subject to the go ahead from the Maffra Football/Netball Club Inc meeting to be held on Tuesday September 2nd.

Moved by J. Vardy and seconded by P. Bourke. CARRIED – unanimously

CORRESPONDENCE

- Inward – WSC re; Proposed Masterplan copies for each committee member.

- Dog Show camping reservations & deposits

Outward – letters to committee members with meeting invitations & Minutes

- Letters to campers & receipts

- two letters to the Maffra Agricultural Society re; 1/ moving of the oval gate as requested, 2/ informing the Society of the proposed leasing of the “Social Clubroom”.

Correspondence read and received on the motion of C. Coleman and seconded by M. Coleman. CARRIED

TREASURER’S REPORT- for the month was presented by the Treasurer.

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

REPORTS

Kennel Club- the Committee members were able to see pictures and video to the size of the Shows via ipad. The shows were highly successful, more than 800 each day and probably over a thousand people for the weekend, 30+ campers enjoyed the Reserve facilities over five days. It was agreed by all present that the Dog Shows have outgrown being able to share the Reserve with football games. ACTION K.C. rep to provide Football club rep with dates for 2015 shows to avoid double booking.

Football/Netball Club- a N.G.F.L. final will be held on the main oval on Saturday September 6th, 2014.

Agricultural Society- at their last meeting decided to use the rear of the Wool Pavilion for Arts & Crafts, with financial support from this committee. Catering for the Dog Show weekend was very successful. The Demolition Derby will be held at 7.30pm in Blackies Paddock.

Band- membership is growing and now numbers 18. A concern was raised about the cost of rental charged in regard to power usage, this was discussed and shown the charge of \$193 was per year not per quarter.

EVPHC Inc- a report was tabled (copy attached).

Poultry Club- will hold an auction on Sunday October 12th, 2014 and a Bird Day on Sunday September 14th, 2014.

GENERAL BUSINESS

1/ The propose Masterplan was reviewed and the following listed;

a/ the Committee members questionēd the last sentence on 6.3.1 "This project is not deemed to be a strategic priority by Council".

b/ 3. Maffra Recreation Reserve Existing Infrastructure Overview – mistaken labelling the Show Society Craft Pavilion is marked as being in a toilet, the building labelled Rockhounds is next to the toilet and the last building on the Eastern side is now the EVPHarness Club Inc clubrooms and the Wool Pavilion, Poultry Club and Dog Club clubrooms are not included.

c/ 4. Reserve Usage - 4.2 Regular User Groups- please delete Wellington Horse Riding Club

d/ 4. Reserve Usage- question 4.3 Reserve Events as it is not a true indication of the events that take place on the Reserve. Should also list Poultry Shows and East Gippsland Heritage Truck Display

e/ 6.3 Recommended Actions (High Priorities) – should list 6.3.2 as part completed.

f/ 6.5-Recommended Actions (Low Priorities) -delete 6.5.1 Construct multi-purpose shelters for exhibitors, and raise 6.5.2 Installation/upgrade of PA systems to 6.3 Recommended Actions (High Priorities).

g/ add to 6.5 Recommended Actions (Low Priorities) the provision of a unisex/disabled shower to the Eastern Toilet block.

2/ Power quotes- MOTION Darren Bennett quote accepted by Committee, but only for powerboards for the two power outlets on the eastern side of the Main Oval, as a priority before the Maffra Show. Moved J. Vardy and seconded by D. Proud. CARRIED

3/ ACTION – Secretary to arrange with Bill Heyne to change the lock on "Siberia" to an R-lock and keys to be given to Bill, Jim Hill and the Secretary.

4/ Drainage MOTION- This Committee accepts the quote as submitted by Maffra Trowel Trades for drains to be completed in front of the Function Centre. Moved P. Bourke and seconded by I. Crockford: CARRIED

5/ Oval tracks- there is an safety issue on the track inside the Henry Street gate, the small grass triangle is now below track level and is a hazard for foot traffic. It must be raised to track level before the Show.

The meeting closed at 9.15pm.

The next meeting will be held Monday October 6th, 2014.

EASTERN VIC PLEASURE HARNESS CLUB INC.



Maffra Recreation Reserve Meeting 1st September, 2014

- The club will be holding an event – on Blackies Paddock this Sunday 7th September, 2014, setting up from approx. 7:30 am

BLACKIES PADDOCK

- Fence/Track/Horse yards in Blackies Paddock: This has turned out to be quite disappointing as the fence is not as per the diagram & measurements that had been agreed to prior. Originally the fence was to be placed next to the track and there is a discrepancy of 6 metres in the width. It was clearly stated that 80 metres was needed to enable the clubs activities to function "safely": and with the 30 horse yards being placed where they are now means that the club must move the Dressage Arena further down towards Edwards St end of the paddock. Due to this fact we are unable to "fit in" a Cones course.
(NB Yards – to fence: 54 metres. Should be 60 metres as needed for safety).
- This now being the case – we request that after the 2014 Maffra Show (October) that EVPHC be granted use of the Jack Williamson arena for use in the future, if required.
- Caravan has been removed.

Access past GATE "D"

- Edward St/Laneway - gates have been "re-padlocked with the R Key" & is now a functional option for both horses and drivers to access Blackies Paddock and not have to utilise the "public access" Gate "D". THANK-YOU☺

Signage

- What is the process for "Advertising" in Main St (ie Jack Kellys & Hill Climb Etc.) & who do you contact ?

Cheryl Dowling
EVPHC
Rep

ITEM C5.5**DECOMMISSION / RELOCATE DARGO NEIGHBOURHOOD SAFER PLACE / PLACE OF LAST RESORT**

DIVISION: LIVEABILITY
 ACTION OFFICER: COORDINATOR EMERGENCY MANAGEMENT
 DATE: 5 NOVEMBER 2014

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

OBJECTIVE

For Council to consider decommission/relocation of Dargo Neighbourhood Safer Place/Place of Last Resort

BACKGROUND

At its meeting of 7 July 2011 Council adopted the Dargo Hotel as a designated NSP/PLR based on the following:

- Assessment of the site by the Country Fire Authority (CFA) as compliant.
- Assessment of the site according to the Council-adopted Wellington Neighbourhood Safer Place/Place of Last Resort during a Bushfire Plan.
- Receipt of a Deed of Consent from landowners and land managers.
- The Hotel site being approved by the Municipal Fire Prevention Committee (MFPC) and the Municipal Emergency Management Planning Committee (MEMPC) as a designated NSP/PLR.

However, the CFA is not required to include the risk of ember attack in undertaking their assessment to certify NSP/PLR, this is a council responsibility. The separation distances between the Dargo Hotel and continuous native vegetation range from 2.5 km to 2.9 km in a north to southwest arch, the direction a bushfire is most likely to approach from. The tree species up to a 10 km radius of Dargo present a significant risk of ember attack under certain conditions. Additionally it is unlikely that the Dargo Hotel, as an 1880's wooden structure, would meet the required "Bushfire Attack Level" for a "defendable building".

Therefore, at its meeting of 13 August 2014 the Municipal Fire Management Planning Committee (MFMP) passed a motion to commence the process to decommission the Dargo Hotel as an NSP/PLR.

There is still a requirement for an NSP/PLR in Dargo as the main egress route out of Dargo is a windy road with continuous woody vegetation growing along both sides which could be dangerous during a bush fire.

The vacant land at the rear of the Dargo Hotel (Attachment A) has been assessed by the CFA as compliant on the condition that the grass is kept short over the fire danger period.

OPTIONS

Council has the following options:

1. Decommission the Dargo Hotel as the NSP/PLR; and

2. Designate a new NSP/PLR in Dargo (Attachment A), being Part PC 362248 and Part Crown Land, as the new NSP/PLR in Dargo, and to proceed with a Deed of Consent with the land owner/lessee; or
3. Request additional information be presented to a future Council meeting.

PROPOSAL

That Council:

- Decommissions the Dargo Hotel as the Neighbourhood Safer Place / Place of Last Resort (NSP/PLR) under the *Country Fire Authority Act 1958* s 50j; and
- Designates vacant land at the rear of the Dargo Hotel (Attachment A), being Part PC 362248 and Part Crown Land, as the new NSP/PLR in Dargo, and to proceed with a Deed of Consent with the land owner/lessee.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

Additional signage would be required the cost of which can be absorbed within existing budgets.

The proposed location is an open space, which is currently being grazed, as a contingency, slashing may be required 1 – 2 times during the fire danger period, which can also be absorbed within the existing budget.

Council's Emergency Management Team will support the development of a community led Community Emergency Plan from within its current budget allocation.

LEGISLATIVE IMPACT

Council is committed to upholding its obligations to identify and designate an NSP/PLR as outlined in the *Country Fire Authority Act 1958* and in its Neighbourhood Safer Places Plan.

COUNCIL PLAN IMPACT

The Council Plan 2013–17 Theme 7 Community Wellbeing states the following strategic objective and related strategy:

Strategic Objective

Enhance health and wellbeing for whole Community.

Strategy 7.2

Engage collaboratively with external partners to ensure a best practice approach to all aspects of emergency management.

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

RESOURCES AND STAFF IMPACT

Council's Parks Services would need to add the slashing of open space associated with the new NSP/PLR in Dargo to their fire mitigation slashing program as required.

Council's Emergency Management Team will support the development of a community led Community Emergency Plan from within its current staff resources.

COMMUNITY IMPACT

At a community meeting held in Dargo on 14 September 2014 the majority of residents present indicated they would still congregate in the Dargo Hotel, and if the Dargo Hotel caught on fire they would then move to the proposed NSP/PLR.

Many stated they would stay and defend their properties and move to the NSP/PLR should their personal plan fail.

CONSULTATION IMPACT

Council convened a public meeting in Dargo on 14 September to discuss with the community risks associated with the current NSP/PLR location at the Dargo Hotel, and to support the development of a community led Community Emergency Plan. The CFA and the Department of Environment and Primary Industries (DEPI) have both been involved in the consultation process.

On 14 October 2014 Councillors and senior officers attended a Regional Community Meeting in Dargo.

RISK MANAGEMENT IMPACT

Emergency Management and Risk Management staff undertook a risk assessment and determined the risk associated with using the Dargo Hotel NSP, during a bushfire, are assessed as high.

The proposed NSP/PLR site complies with the Neighbourhood Safer Place Plan.

Additionally, retaining an NSP/PLR in Dargo will reduce the comparative risks associated with egress from Dargo during a bush fire. The Emergency Management and Risk Management units will continue to work together to ensure that risks are minimised.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council:

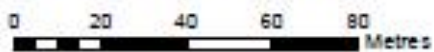
- 1. Decommissions the Dargo Hotel as the Neighbourhood Safer Place / Place of Last Resort (NSP/PLR) under the Country Fire Authority Act 1958 s 50j; and***
- 2. Designates the vacant land at the rear of the Dargo Hotel (Attachment A), being Part PC 362248 and Part Crown Land, as the new NSP/PLR in Dargo, and to proceed with a Deed of Consent with the land owner/lessee.***



Dargo Hotel Rear Paddock



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D. URGENT BUSINESS



E. FURTHER GALLERY AND CHAT ROOM COMMENTS



F. CONFIDENTIAL ATTACHMENT/S

F. CONFIDENTIAL ATTACHMENT/S



WELLINGTON
SHIRE COUNCIL
The Heart of Gippsland

**ORDINARY COUNCIL MEETING
05 November 2014**

On this day of 28 October 2014, 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 2014-023 Sale Livestock Exchange Selling Shed Construction** is confidential because it relates to the following grounds under Section 89(2) of the *Local Government Act 1989*:

d) Contractual matters

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

G. IN CLOSED SESSION

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***